

MINUTES

Agenda - Regular Meeting of the Sierra Madre City Council,
Successor Agency and Public Finance Authority
Tuesday, May 09, 2017 – 6:30 p.m.
City Hall Council Chambers, 232 W. Sierra Madre Blvd., Sierra Madre, CA 91024

Mayor, Rachelle Arizmendi, opened the Regular Meeting of the Sierra Madre City Council, Successor Agency and Public Finance Authority at 6:00 p.m. The Mayor asked for public comment and there was none, therefore the Mayor immediately recessed to closed session. The City Council returned from closed session at 6:30 p.m. City Clerk, Melinda Carrillo, read the roll, noting that all City Council members were present.

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

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

Absent: None

Also, Present: Gabe Engeland, City Manager
Teresa Highsmith, City Attorney
Marcie Medina, Assistant City Manager
Vincent Gonzalez, Director of Planning and Community Preservation
Chris Cimino, Director of Public Works
Jose Reynoso, Deputy Director of Public Works
James Carlson, Management Analyst
Steve Heydorff, Fire Chief
Richard Snyder, Fire Captain
Joe Ortiz, Police Chief
Miguel Hernandez, HR Manager
Ryan Baker, Director of Library and Community Services
Melinda Carrillo, City Clerk

PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION:

Mayor Rachelle Arizmendi, led the Pledge of Allegiance, and shared with us different awareness themes recognized during the month of May, for example, National BBQ month, National Military Awareness month, National Date Your Mate month, National Hamburger month, National Asian Pacific Islander month, and many others can be searched online.

REPORT FROM CLOSED SESSION:

City Attorney Highsmith reported Council met in closed session with City Attorney to receive a briefing regarding CETT v. City of Sierra Madre, direction was provided but no action was taken. Council also met with its Real Property Negotiators regarding Property: APN 5762-002-007, direction was provided. In addition, council received a briefing from legal counsel regarding a matter of significant exposure in anticipated litigation. Council provided direction but no action was taken.

- ❖ Amendment to Consent Calendar by Council Member Capoccia to move item f for further discussion and by Staff to move item g for further discussion.

APPROVAL OF AGENDA AS AMENDED:

Moved: Council Member John Capoccia

Seconded: Council Member John Harabedian

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

Noes: None

Absent: None

Abstain: None

APPROVAL OF MINUTES FROM THE REGULAR CITY COUNCIL MEETING ON April 25, 2017:

Moved: Council Member Gene Goss

Seconded: Council Member John Harabedian

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

Noes: None

Absent: None

Abstain: None

MAYOR AND CITY COUNCIL REPORTS:

- 1) Council Member Capoccia is the representative for the Vector Control and a press release was just made regarding mosquitos carrying the West Nile Virus nearby. Everyone please do everything possible to keep the mosquitos from breeding in our yards and in our area. The press release will be online on our Village Vine.
- 2) Council Member Goss reported he attended the Sierra Madre Congregational Church and was invited along with Mayor Arizmendi, Chief Ortiz and a couple officers and a fire official to attend the service honoring them for Public Servant Day. Thank you, Congregational Church.
- 3) Council Member Harabedian had nothing to report.
- 4) Mayor Pro Tem Delmar had nothing to report.
- 5) Mayor Arizmendi reported The Arts Fair was this past weekend and it was raining, but there was a turn out. Will Caso is our new Eagle Scout resident and congratulations to him. Mayor Arizmendi is on the Policy Board for the Work Force Development Board and they are looking for an executive director and open to all residents of Sierra Madre.

PUBLIC COMMENT ON NON-AGENDA ITEMS:

- Darlene Papa from Lifeline for Pets in Pasadena presented Bongo, a beautiful cat ready to be adopted by a loving family. Anyone who would like to adopt Bongo and Gypsy, or other cats and dogs from Lifeline for Pets, a non-profit rescue organization, please get in touch with Darlene Papa at www.lifelineforpets.org.

PRESENTATION:

- Phil Hawkey, Executive Director of the SGVCG, presented an update of the San Gabriel Valley Council of Governments.

AGENDA ACTION ITEMS:

* Gabriel Engeland, City Manager, gave the following report under the Consent Calendar.

1. CONSENT CALENDAR:

- a) ADOPTION OF RESOLUTION 17-16 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS

Recommendation that the City Council approve Resolution 17-16 for approval of payment of City Warrants in aggregate amount of \$221,020.69; Library warrants in the aggregate amount of \$831.23, and payroll transfer in the aggregate amount of \$290,454.24 for fiscal year ending June 2017.

b) CONSIDERATION OF RESOLUTION 17-17 GRANTING EASEMENTS ON CITY-OWNED PARCELS TO SOUTHERN CALIFORNIA EDISON FOR THE INSTALLATION OF ELECTRICAL DISTRIBUTION SYSTEM SAFETY EQUIPMENT

Recommendation that the City Council adopt Resolution 17-17 which grants easements to Southern California Edison and directs the Mayor to sign the necessary Easement Grant Deeds.

c) CITY COUNCIL LIAISON APPOINTMENTS AND CONSIDERATION OF RESOLUTIONS 17-18, 17-19, AND 17-20 PERTAINING TO APPOINTMENTS TO THE LOS ANGELES COUNTY SANITATION DISTRICT, SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS, AND CALIFORNIA JOINT POWERS INSURANCE AUTHORITY

Recommendation that the City Council accept the Mayor's designations of City Council Members as liaisons to various commissions, committees, boards, and organizations and approve Resolutions 17-18, 17-19, and 17-20 for appointments to 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.

- ❖ Correction by Mayor Arizmendi: Collaborate Pasadena, Council Member John Capoccia is liaison and Council Member John Harabedian is alternate; and for the Mosquito Vector Control, Council Member John Capoccia is the liaison.

d) CONSIDERATION OF RESOLUTION OF INTENTION 17-22 REGARDING 2017-2018 ASSESSMENT DISTRICTS

Recommendation that the City Council maintain the same level of assessment with no increases for the next Fiscal Year; adopt Resolution of Intention 17-22 and set May 23, 2017 as a date for a Public Hearing on assessment districts.

e) RECOMMENDATION TO AWARD A CONSTRUCTION CONTRACT FOR COMMUNITY DEVELOPMENT BLOCK GRANT ADA IMPROVEMENTS AT SIERRA VISTA AND MEMORIAL PARKS TO R.E. SCHULTZ CONSTRUCTION, INC., IN AN AMOUNT NOT TO EXCEED \$134,150

Recommendation that the City Council award a construction contract to R.E. Shultz Construction, Inc. for the construction of the FY 2016-17 Community Development Block Grant ADA Improvements at Sierra Vista and Memorial Parks not to exceed \$134,150.

- ❖ Removed to discussion items f and g:

f) AWARD OF PROFESSIONAL SERVICES AGREEMENT TO RAFTELIS FINANCIAL CONSULTANTS FOR THE COMPLETION OF A WATER AND WASTEWATER RATE STUDY

Recommendation that the City Council award a Professional Service Contract to Raftelis Financial Consultants for the Water and Wastewater Rate Study in an amount not to exceed \$74,025.

g) PUBLIC PARKS AND RECREATION CENTERS USE POLICY UPDATES

Recommendation that the City Council approve the revisions to the Public Parks and Recreation Centers Use Policy.

h) TREASURE'S REPORT QUARTER ENDING MARCH 31, 2017

Recommendation that the City Council receive and file.

i) QUARTERLY FINANCIAL REPORT THIRD QUARTER OF FISCAL YEAR 2016-2017 AND BUDGET AMENDMENT

Recommendation that the City Council receive and file.

j) AUTHORIZATION OF PAYMENTS ON BEHALF OF PUBLIC FINANCING AUTHORITY AND SUCCESSOR AGENCY

Recommendation that the City Council approve the payment of \$220,917.46 for the demands paid by the City on behalf of the Public Finance Authority and Successor Agency.

Mayor Goss opened for public comment but none was given.

APPROVAL OF CONSENT CALENDAR AS PRESENTED WITH AMENDMENTS AND CORRECTIONS:

Moved: Council Member John Capoccia

Seconded: Council Member John Harabedian

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

Noes: None

Absent: None

Abstain: None

ITEMS F AND G FROM CONSENT CALENDAR FOR DISCUSSION:

f) AWARD OF PROFESSIONAL SERVICES AGREEMENT TO RAFTELIS FINANCIAL CONSULTANTS FOR THE COMPLETION OF A WATER AND WASTEWATER RATE STUDY

Recommendation that the City Council award a Professional Service Contract to Raftelis Financial Consultants for the Water and Wastewater Rate Study in an amount not to exceed \$74,025.

- ❖ Council Member Capoccia removed item f for further discussion regarding the price increase from four years ago. Jose Reynoso, Deputy Director of Public Works and a Raftelis representative answered questions from Council. Direction to go to Water Sub-Committee where Raftelis will present the given alternatives that cost approximately \$7,000 each. Council Member Harabedian suggested for further discussion and to be placed on future agenda.

Mayor Goss opened for public comment but none was given.

APPROVAL OF CONSENT CALENDAR ITEM F AS PRESENTED WITH ADDED DIRECTION FROM COUNCIL:

Moved: Council Member John Capoccia

Seconded: Council Member Gene Goss

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

Noes: None

Absent: None

Abstain: None

g) PUBLIC PARKS AND RECREATION CENTERS USE POLICY UPDATES

Recommendation that the City Council approve the revisions to the Public Parks and Recreation Centers Use Policy.

- ❖ Ryan Baker, Director of Library and Community Services, presented. Two clerical corrections were made to the use policy proof of insurance.

Mayor Goss opened for public comment but none was given.

APPROVAL OF CONSENT CALENDAR ITEM F WITH CLERICAL CORRECTIONS:

Moved: Council Member John Capoccia

Seconded: Mayor Pro Tem Denise Delmar

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

Noes: None

Absent: None

Abstain: None

ITEMS FOR DISCUSSION:

2. HERITAGE HOUSING PARTNERS HIGHLAND MEWS MARKETING AND SALES PLAN FOR THE PROPERTY AT 186 WEST HIGHLAND AVENUE

Recommendation that the City Council receive and file.

- ❖ Vincent Gonzalez, Director of Planning and Community Preservation, presented. City Council received and filed. In addition, direction was given to make it clear that displaced Sierra Madre residents get priority and scoring sheets regarding application requirements be included into the plans. An educational event will be held June 6th between 5-7pm.

Mayor Goss opened for public comment but none was given.

3. CONSIDERATION OF RESOLUTION 17-21: AUTHORIZATION TO AMEND THE CLASSIFICATION PLAN AND SALARY MATRIX AND APPROVAL OF THE REORGANIZATION OF THE PUBLIC WORKS DEPARTMENT, LIBRARY, POLICE DEPARTMENT, AND FINANCE DEPARTMENT

Recommendation that the City Council adopt Resolution 17-21 adopting the reorganization of the Public Works, Finance, Library, Administration, and Police Departments and the amendment of the Compensation and Salary Matrix.

- ❖ Miguel Hernandez, HR Manager, presented.

Mayor Goss opened for public comment but none was given.

APPROVAL OF RESOLUTION 17-21: AUTHORIZATION TO AMEND THE CLASSIFICATION PLAN AND SALARY MATRIX; AND APPROVAL OF THE REORGANIZATION OF THE PUBLIC WORKS DEPARTMENT, LIBRARY, POLICE DEPARTMENT, AND FINANCE DEPARTMENT:

Moved: Council Member Gene Goss

Seconded: Council Member John Harabedian

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

Noes: None

Absent: None

Abstain: None

- ❖ Council recessed for a short break at 7:50 and returned at 8:00 p.m.

4. FISCAL YEAR 2017/2018 BUDGET OVERVIEW

Recommendation that the City Council provide direction.

- ❖ Gabe Engeland, City Manager, presented. Council was appreciative of the presentation and know the changes and the challenges ahead.

Mayor Goss opened for public comment.

- Barbara Lee Cline, appreciates the clarity and transparency from the new City Manager.

Mayor Goss closed public comment.

ITEMS PLACED FOR FUTURE AGENDA:

- ❖ Staff was asked by Council to go to the Water Sub-Committee regarding the water tier rates where Raftelis will present the given alternatives that cost approximately \$7,000 each. Council Member Harabedian asked for further discussion on this matter to be placed on future agenda.

CITY COUNCIL MEETING ADJOURNED AT 8:35 p.m.

Moved: Mayor Pro Tem Denise Delmar

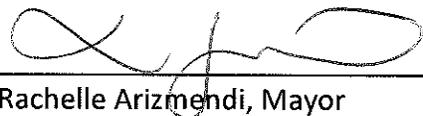
Seconded: Council Member Gene Goss

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

Noes: None

Absent: None

Abstain: None



Rachelle Arizmendi, Mayor

Minutes taken and typed by:



Melinda Carrillo
City Clerk