

**AGENDA  
SPECIAL  
CITY COUNCIL MEETING**

**Tuesday, June 9, 2020  
7:00 PM  
or immediately following the regular  
City Council meeting**

**City Hall Council Chambers  
232 W. Sierra Madre Boulevard  
Sierra Madre, California 91024**

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

*Sue Spears, City Clerk  
Michael Amerio City Treasurer*



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**COVID-19 NOTICE**

As part of the City of Sierra Madre's COVID-19 transmission mitigation efforts, all City Council, Commission and Board meetings will be conducted virtually until further notice. The Brown Act provides the public with an opportunity to make public comments at any public meeting.

Public comment may be made by e-mail to [PublicComment@cityofsierramadre.com](mailto:PublicComment@cityofsierramadre.com) by 6:00PM on the day of the meeting. Emails will be acknowledged at the Council meeting and filed into public record.

Any member of the public may also call into the meeting to provide their comments. To provide public comment by telephone, please call in when your topic of interest is being discussed by the City Council and provide your name and the agenda item number. You will be placed in the cue until the Mayor opens up the topic for public comment. To participate in public comment, please call:

Phone Number: 669-900-9128  
Meeting ID: 626-232-0232  
Password: 232242

The meeting will be streamed live on the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com) and broadcasted on Government Access Channel 3 (Spectrum)

For more information, please contact Assistant City Clerk, Laura Aguilar in the City Clerk's Office via email at [LAguilar@cityofsierramadre.com](mailto:LAguilar@cityofsierramadre.com) or by telephone at (626) 355-7135.

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

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

**APPROVAL OF MEETING AGENDA:**

Vote of the City Council to proceed with City business.

**PUBLIC COMMENT:**

The Council will listen to the public on any item on the agenda. In addition, the Council will also devote time for public comment on items not on the agenda. Under the Brown Act, Council is prohibited from taking action on items not on the agenda, but the matter may be referred to staff or to a subsequent meeting.

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.

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**ACTION ITEMS**

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**DISCUSSION**

**1. AUTHORIZATION TO SPEND UP TO \$141,280 IN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE COVID-19 SMALL BUSINESS GRANT PROGRAM**

It is recommended that the City Council Staff authorize expenditures not to exceed \$141,280 in CDBG funds for the Covid-19 Small Business Grant Program.

**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.*

**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).*

**LIVE BROADCASTS**

*Regular City Council meetings are broadcasted live on Cable Channel 3 and rebroadcast on Wednesday and Saturday at 5:30 p.m. The Council meeting will be live-streamed on the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com)*

**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 Regular meeting at this same place on June 23, 2020*



# City of Sierra Madre Agenda Report

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

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

TO: Honorable Mayor Capoccia and Members of the City Council

FROM: James Carlson, Management Analyst

REVIEWED BY: Gabriel Engeland, City Manager

DATE: June 9, 2020

**SUBJECT: AUTHORIZATION TO SPEND UP TO \$141,280 IN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR THE COVID-19 SMALL BUSINESS GRANT PROGRAM**

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## **STAFF RECOMMENDATION**

Staff recommends that the City Council authorize expenditures not to exceed \$141,280 in CDBG funds for the Covid-19 Small Business Grant Program.

## **ALTERNATIVES**

1. The City Council may decline authorize the expenditure.
2. The City Council may direct staff to return with additional information.

## **SUMMARY**

As part of the Sierra Madre Cares Initiative, staff has launched the COVID-19 Small Business Grant Program with the use of its existing \$141,280 CDBG funds. Staff intends to begin issuing the grants to the qualified applicants.

## **ANALYSIS**

Staff has received a number of qualified applications for this program and would like to begin issuing the grants. The City has received 19 fully qualified applications for the funds, and have an additional 27 applications that are expected to qualify for the funds in the near future. Staff would like to begin issuing the grants in the amount of \$3,000 each to the initial qualifying applicants, and continue to issue grants as the requested documentation is received from the remaining (and expected to be) qualified applications.

## **FINANCIAL REVIEW/SOURCE OF FUNDING**

Funding is through the CDBG COVID program, and utilizes the existing \$141,280 in current CDBG funds. Additional funds from CDBG in various forms may be available in the near future,

and staff will continue to explore how to use these funds in the best way possible to the community.

### **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**

None.