

MINUTES

Agenda - Regular Meeting of the Sierra Madre City Council,
Successor Agency and Public Finance Authority
Tuesday, January 9, 2018 – 6:30 p.m.

City Hall Council Chambers, 232 W. Sierra Madre Blvd., Sierra Madre, CA 91024

6:30 PM - CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL:

Present: Mayor Rachelle Arizmendi, Mayor Pro Tem Denise Delmar (via teleconference) Council Member Gene Goss, Council Member John Capoccia, and Council Member John Harabedian

Absent: None

Also, Present: Gabe Engeland, City Manager
Teresa Highsmith, City Attorney
Marcie Medina, Assistant City Manager
James Carlson, Management Analyst
Mike Goth, Acting Fire Chief
Vincent Gonzalez, Director of Planning and Community Preservation
Laura Aguilar, Assistant City Clerk
Mike Amerio, City Treasurer

PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION:

Council Member John Capoccia led Pledge of Allegiance and reflected on the life of Eunice Banis.

APPROVAL OF AGENDA:

Council Member John Capoccia moved to approve the agenda as presented

Council Member John Harabedian seconded the motion

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

Noes: None

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

APPROVAL OF MINUTES:

Mayor Rachelle Arizmendi moved on to the approval of the minutes from November 14, 2017 and November 28, 2017.

Council Member John Harabedian made a motion to approve the both sets of minutes as presented.

Council Member Gene Goss seconded the motion.

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

Noes: None

Abstain: None

The motion to approve the November 17, 2018 and November 28, 2017 was passed unanimously.

MAYOR AND CITY COUNCIL REPORTS:

- 1) Council Member Gene Goss offered a happy new year and kudos to the Sierra Madre Rose Float Association for a great float. Also, Council Member Goss attended a Community Services Commission meeting in December.
- 2) Council Member John Harabedian attended a LACCE (Los Angeles Community Choice Energy) meeting and provided an update.
- 3) Council Member John Capoccia had nothing to report.

- 4) Mayor Pro Tem Denise Delmar had nothing to report.
- 5) Mayor Rachelle Arizmendi recognized the Sierra Madre Police Department as it was National Law Enforcement Day. She thanked them for their service. Mayor Arizmendi also noted the Council would recognize the Sierra Madre Rose Float Association in February or possibly March for their hard work and in winning the Fantasy Award noting that this makes it their 12th award in the last 13 years.

Mayor Arizmendi opened for public comment on items not on the agenda

PUBLIC COMMENT ON NON-AGENDA ITEMS:

- Pat Alcorn, Grandview, wanted to thank the City and the Chamber of Commerce for the honor of “Citizen of the Year” at the Honor Dinner last month. She also wanted to give special recognition to Maryann MacGillivray for her wonderful introduction of Pat and De Alcorn at the dinner.

Mayor Arizmendi asked if anyone else would like to come forward on items not on the agenda. Seeing no one come forward, Mayor Arizmendi closed public comment.

PRESENTATION UPDATE TO THE CITY FROM PASADENA EDUCATION FOUNDATION AND PASADENA UNIFIED SCHOOL DISTRICT:

Bart Doyle presented on behalf of the Pasadena Unified School District. He called his report “15 things you might want to know about the Pasadena Unified School District.”

- Mr. Doyle updated the Council on all the CHOICE programs that have been added to the PUSD schools and how they are enriching the lives of local programs from children in the Sierra Madre, Pasadena and Altadena areas
- He spanned across all avenues of education from STEAM to language learning, athletics to the incorporation of different cultures and socio-economic backgrounds and the incorporation of community gardens in 19 schools now.
- Mr. Doyle spoke on the investments that are still being made by the communities into PUSD and he wanted to thank Sierra Madre for their contributions to PUSD.
- Mr. Doyle encouraged parents to know they can apply for the various CHOICE programs within the school district. The date of opening is January 11, 2018 and will close February 2nd, 2018. The most efficient way to enroll is www.pusd.us and it will take you to the enrollment link.

Questions/Comments from Council:

Council Member Capoccia believes Pasadena schools are undervalued and many are not aware of the quality of education offered by PUSD.

PRESENTATION IN RECOGNITION OF RETIRING FIRE CHIEF STEPHEN HEYDORFF

Mayor Rachelle Arizmendi to present the award

Each Council Member provided their own message of appreciation to Chief Heydorff

Mayor Rachelle presented Chief Heydorff a proclamation on behalf of the City of Sierra Madre in recognition of service to the community of Sierra Madre. Mayor Arizmendi also presented certificates of recognition from Supervisor Kathryn Barger’s office and the Office of Assembly member Chris Holden.

Representative Darla Dyson from Senator Anthony Portantino’s Office presented Chief Heydorff with a certificate of recognition.

Acting Fire Chief Mike Goth presented Chief Heydorff with his retirement badge

Chief Heydorff spoke about the changes over the years he had to face but appreciated being with the City of Sierra Madre. He appreciated his wife, his daughters, the City Staff and all of the departments.

AGENDA ACTION ITEMS; CONSENT CALENDAR:

City Manager Gabriel Engeland gave the following reports under the Consent Calendar.

- a) ADOPTION OF RESOLUTION 18-01 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS
- b) AMENDED AND RESTATED TRANSPORTATION SERVICES AGREEMENT WITH FIRST TRANSIT, INC.
- c) TREASURER'S REPORT – QUARTER ENDING SEPTEMBER 30, 2017

Mayor asked if any member of the Council had questions on items on the Consent Calendar.

Council Member Capoccia asked to for explanation on item 1B; reducing fares from \$2.00 to \$.50. Management Analyst Carlson provided the response. A cost survey was done of the neighboring cities and most charged \$.50 to \$1.00. The City does not want to out-price newer forms of transportation like Uber or Lyft. The impact on revenue is nominal.

Mayor Arizmendi asked the Council if there were any other questions on the other Consent Calendar items.

Council Member Capoccia asked City Treasurer Amerio if he had any comment on the Treasure Report. City Treasurer Amerio reported that is has taken about one year to get all the funds invested. About \$8 million is laddered into various investments and the interest rates are growing as the ladder grows.

Mayor Arizmendi opened for public comment. Seeing no one, Mayor Arizmendi closed public comment and brought the matter back to the Council.

Council Member John Harabedian moved for approval of the Consent Calendar.
Council Member Gene Goss seconded the motion for approval.

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

Noes: None

Abstain: None

The motion to approve the Consent Calendar was approved unanimously.

PUBLIC HEARING:

2. FIRST READING OF ORDINANCE No. 1395 AMENDING TITLE 15 TO ADD CHAPTER 15.62 ESTABLISHING PROCEDURES FOR EXPEDITED PERMITTING OF ELECTRIC VEHICLE CHARGING STATIONS AND CONSIDERATION OF RESOLUTION No. 18- 03 ADOPTING A REVISED FEE SCHEDULE FOR PLAN CHECK FEES FOR EXPEDITED PERMITTING OF ELECTRIC VEHICLE CHARGING STATIONS

Vincent Gonzalez, Director of Planning and Community Preservation gave the presentation.

Council Member Gene Goss asked about electricity from an outside source. Director Gonzalez confirmed it would have to be Southern California Edison going into a residence or a commercial building into an outlet, it would not cover solar.

Council Member John Harabedian asked about the existing electrical permit inspection fee. Is there a reason Willdan is getting the equivalent of \$442 per hour to do this inspection? Director Gonzales responded that the split is 30% to the City and 70% goes to Willdan for the application fee.

Council Member John Capoccia asked how many installations there have been in the City. Director Gonzalez responded that as of 2016 there have been less than six.

Mayor Arizmendi opened the Public Hearing and asked for public comment. Seeing no one come forward, Mayor Arizmendi closed the Public Hearing and brought the matter back to Council for discussion.

Council Member John Harabedian moved to approve the first reading of Ordinance 1395 and Resolution 18-03

The motion was seconded by Council Member Gene Goss

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

Noes: None

Abstain: None

The motion to approve passed unanimously.

ITEMS FOR DISCUSSION:

3. CONSIDERATION OF ORDINANCE No. 1398 REAUTHORIZING THE CITY'S PUBLIC, EDUCATIONAL, AND GOVERNMENTAL (PEG) ACCESS SUPPORT FEE

Management Analyst James Carlson presented the report.

Council Member John Capoccia asked if the \$25,000 revenue the City receives 2% of the gross revenue? Is it mainly the cable company that pays this?

Management Analyst responded that that is correct. Only Charter/Time Warner/Spectrum is paying this.

Mayor Arizmendi opened for public comment. Seeing no one come forward, Mayor Arizmendi closed public comment and brought the matter back to Council for discussion or a motion.

Council Member Gene Goss asked if using web telecasting is an alternative.

City Manager Engeland confirmed that the meetings are streamed on YouTube and available to anyone with a Smart TV.

Council Member Gene Goss moved to approve Ordinance 1398

Council Member John Capoccia seconded the motion to approve.

Ayes: Mayor Rachelle Arizmendi, Mayor Pro Tem Denise Delmar, Council Member John Harabedian and Mayor Rachelle Arizmendi

Noes: None

Abstain: None

The motion to approve Ordinance 1398 reauthorizing the City's Public, Educational, and Governmental Access Support Fee passed unanimously.

4. CONSIDERATION OF URGENCY ORDINANCE 1397U AMENDING THE SIERRA MADRE MUNICIPAL CODE TO INCLUDE RED FLAG FIRE WEATHER DAYS AS "NO PARKING DAYS" IN THE CANYON AREA

Acting Fire Chief Mike Goth gave the presentation.

Mayor Arizmendi asked if the Council had any questions for Acting Chief Goth.

Council Member John Capoccia asked if canyon residents were notified. Acting Chief Goth responded that the ordinance is an urgency ordinance and based on conditions it is necessary to pass the ordinance first then begin education outreach to all affected areas.

Mayor Rachelle Arizmendi asked about outreach. City Manager Engeland responded that outreach will be done door to door.

Mayor Arizmendi opened for public comment

Barbara Lee Kline asked what accommodations will be made for the businesses in the canyon – Mary's Market She feels that canyon residents are being singled out. Asked for additional input from the residents before approving the ordinance.

City Manager Engeland responded that the idea of the red flag warning is not to evacuate the canyon, just to keep the roadways clear so public safety vehicles are not obstructed when responding during red flag conditions.

De Alcorn, Grandview Avenue, suggested using the Sierra Madre Cert Team for community outreach and probably some door to door outreach.

Mayor Arizmendi closed public comment and brought back the matter back to Council for discussion.

Council Member John Harabedian feels this is necessary and something the City should already have in place. We should definitely need to let the residents know right away and recommended a town hall.

Council Member John Capoccia tacked on to advising by adding possibly having town hall meeting at Nature's Friends meeting hall.

Mayor Pro Tem Denise Delmar (via conference call) recommended a town hall and is in support of the ordinance. Recommends working with Mary's Market to get the information out.

Mayor Arizmendi commented on how small the space is up in the canyon and though notification of the residents is pertinent, there is also a need to have this in place.

Mayor Rachelle Arizmendi to approve Ordinance 1397U as an urgency ordinance.

Seconded: Council Member John Harabedian

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

Noes: None

Abstain: None

The motion to approve Urgency Ordinance 1397U passed unanimously.

5. RESIGNATION OF ELECTED CITY CLERK CARRILLO AND OPTIONS FOR PROVIDING CONTINUATION OF CITY CLERK SERVICES

City Manager Gabe Engeland gave the report.

With the City Clerk resignation effective January 5, 2018, the Council has 60 days to appoint a City Clerk or schedule a special election. During the interim period, staff is making one recommendation tonight. Staff is recommending that the Council appoint the Assistant City Clerk to handle all functions of the City Clerk, including Elections Official, until a new City Clerk is appointed or elected. And, staff is asking for direction from the Council about appointing a City Clerk or holding an election for a City Clerk. If an appointment is desired then it can be advertised similar to how commission appointments are done. If an election is desired, then Council will need to decide if it will be through a Special Election, no sooner than June 5, 2018, the cost of a special election is estimated at about \$55,000, or the general election that will take place in April 2020. An appointed City Clerk would remain until the election in April 2020.

City Attorney Highsmith clarified that the Council is looking to either appoint a resident of Sierra Madre to serve out the unexpired term of the City Clerk until April 2020 or alternatively

pay to hold a special election to have someone run for the remainder of the existing term that will end April 2020.

Mayor Arizmendi asked when the City is consolidating with the County for the election. City Attorney Highsmith responded 2022.

Council Member John Harabedian asked if there is anything under the law that states the Council cannot appoint an interim City Clerk? Does the Council have the authority to appoint a City Clerk? City Attorney Highsmith responded that it is Council's choice and at their discretion to decide whether to appoint a resident of Sierra Madre, that is a registered voter, or to hold a special election. Those are the Council's statutory options.

Mayor Pro Tem Delmar asked what the duties of appointed City Clerk would be. Are the duties different for an appointed Clerk versus an elected Clerk? City Attorney Highsmith responded that the appointment is to take over the unexpired term so the duties are exactly the same. The duties, by statute, include keeping an accurate record of City proceedings, that's what we call minutes, keeps a record of City ordinances and resolutions that the Council passes, and is custodian of the City seal. The Council has the authority under the government code and municipal code to assign additional duties to the City Clerk. You have 60 days to make this decision. You do not need to decide tonight, although you can.

Mayor Arizmendi opened the matter for public comment.

Barbara Lee Kline, elected official is an elected official. She feels the City should pay \$55,000 to conduct a special election.

Pat Alcorn, Grandview Avenue, does not believe it is fiscally wise to have a special election. Council can appoint a City Clerk until the election in 2020. The appointee should be someone from the community, not a City employee. Before you appoint someone, you need to define what the duties are and what the expectation are and what is the purpose of a City Clerk?

Mayor Arizmendi asked if anyone else wanted to comment on the item. Seeing no one come forward, Mayor Arizmendi closed public comment and brought the matter back to Council for discussion.

Mayor Pro Tem Delmar agreed with Mrs. Alcorn that the duties should be clear. Mayor Pro Tem Delmar expressed concern with holding a special election because 1) it's a lot of money and 2) we had a difficult time getting candidates to run for City Clerk a couple of years ago. I don't want to call a special election and miss the 60 day appointment period if no one runs for City Clerk.

Council Member Capoccia believes the only thing that makes sense is to solicit applications for a City Clerk similar to how it is done with commissions. Council Member Capoccia's preference is to appoint a City Clerk for the remainder of the term.

Council Member Harabedian agrees with Council Member Capoccia and would like to appoint the Assistant City Clerk Election Official and assuming Clerk duties until the Council makes an appointment. Council Member Harabedian believes it would be fiscally unwise to hold a special election.

Council Member Gene Goss agrees with Council Members Capoccia and Harabedian.

Mayor Arizmendi thanked Pat Alcorn for volunteering to assist in the elections.

Mayor Arizmendi moved to appoint the Assistant City Clerk as Elections Official for the April 2018 election.

The motion was seconded by Council Member Capoccia

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

Noes: None

Abstain: None

The motion to appoint the Assistant City Clerk as Elections Official passed unanimously.

NEW ITEMS PLACED FOR FUTURE AGENDA:

Mayor Arizmendi asked the members of the City Council if there are any new items for future agendas.

Council Member John Capoccia would like to have an update on Kersting Court upgrade. He would also like an update on Arts in Public Places.

Mayor Arizmendi asked for a motion to approve.

Council Member John Harabedian made a motion to adjourn

The motion to adjourn was seconded by Council Member John Capoccia

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

Noes: None

Abstain: None

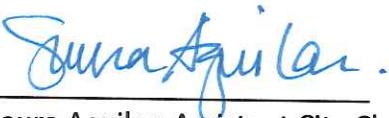
The motion to adjourn was passed unanimously.

CITY COUNCIL MEETING ADJOURNED AT 8:14pm.



Rachelle Arizmendi, Mayor

Minutes taken and typed by:



Laura Aguilar, Assistant City Clerk