



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES

SIERRA MADRE CITY COUNCIL
SUCCESSOR AGENCY AND
PUBLIC FINANCE AUTHORITY

Tuesday, May 25, 2021 - 4:00 pm

Sierra Madre Memorial Park Band Shell
222 W. Sierra Madre Boulevard, Sierra Madre, CA 91024

As part of the City of Sierra Madre's COVID-19 transmission mitigation efforts, the City Council meeting was held at the City of Sierra Madre Memorial Park Band shell located at 222 W. Sierra Madre Blvd, Sierra Madre CA 91024.

The meeting was streamed live on the City's website at www.cityofsierramadre.com, on Foothills Media website at <http://www.foothillsmedia.org/sierramadre> and broadcast on Government Access Channel 3 (Spectrum).

The Brown Act provides the public with an opportunity to make public comments at any public meeting. Public comment was also made by e-mail to PublicComment@CityofSierraMadre.com by 3:00PM on the day of the meeting. Emails were acknowledged at the Council meeting and filed into public record.

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor Arizmendi called the meeting to order at 4:00 p.m. City Clerk Aguilar called the roll.

Present: Mayor Rachelle Arizmendi, Mayor Pro Tem Gene Goss, and Council Members Edward Garcia, Kelly Kriebs, and Robert Parkhurst

Absent: None

Also Present: Gabe Engeland, City Manager
Miguel Hernandez, Assistant City Manager
Aleks Giragosian, City Attorney
Laura Aguilar, City Clerk/Administrative Services Manager
Henry Amos, Police Captain
Chris Cimino, Director of Public Works
Steven McGee, Water Superintendent
Christine Smart, City Librarian
Vincent Gonzalez, Director of Community and Preservation
Clare Lin, Senior Planner
James Carlson, Management Analyst
Sophia Kownatzki, Management Analyst
Oscar Millan, IT Manager
Christian Delgado, Senior Network Administrator
Kev Tcharkhoutian, City Engineer

PLEDGE OF ALLEGIANCE AND INSPIRATION

Council Member Parkhurst invited Cub Scout Pack 110 to lead the Pledge of Allegiance. Council Member Parkhurst provided his thoughts on the anniversary of the murder of George Floyd.

APPROVAL OF MEETING AGENDA

Mayor Arizmendi asked for approval of the agenda.

Mayor Pro Tem Goss moved to amend the agenda by bringing forward Discussion item 2: DISCUSSION REGARDING THE COMPOSITION, TERM, AND APPOINTMENTS TO BOARDS AND COMMISSIONS

to be heard and discussed prior to the Consent Calendar because he had a personal commitment that would require him to leave the Council meeting early.

Council Member Garcia seconded the motion.

Mayor Arizmendi called for a vote of the Council to approve the agenda.

Ayes: Mayor Arizmendi, Mayor Pro Tem Goss, and Council Members Garcia, Kriebs, and Parkhurst
Noes: None
Absent: None
Abstain: None

The motion to approve the agenda as amended was passed by a unanimous voice vote.

APPROVAL FOR READING RESOLUTIONS AND ORDINANCES

Vote of the City Council to read all Ordinances and Resolutions by title only and waive the reading in full.

Mayor Arizmendi asked for a motion.

A motion to approve the reading of resolutions and ordinances was made by Council Member Parkhurst.

The motion was seconded by Council Member Garcia.

Mayor Arizmendi called for a vote of the Council.

Ayes: Mayor Arizmendi, Mayor Pro Tem Goss, and Council Members Garcia, Kriebs, and Parkhurst
Noes: None
Absent: None
Abstain: None

The motion to approve the reading of all Ordinances and Resolutions by title only and waive the reading in full was passed by a unanimous voice vote.

APPROVAL OF MINUTES

Mayor Arizmendi asked for a motion or suggested changes to meeting minutes of the Regular Council meeting of May 11, 2021.

Council Member Garcia moved to approve the minutes of the Regular Council meeting of May 11, 2021.

Council Member Kriebs seconded the motion.

Mayor Arizmendi called for a vote of the Council.

Ayes: Mayor Arizmendi, Mayor Pro Tem Goss, and Council Members Garcia, Kriebs, and Parkhurst
Noes: None
Absent: None
Abstain: None

The motion to approve the meeting minutes of the Regular Council meeting of May 11, 2021, was passed by a unanimous voice vote.

MAYOR AND CITY COUNCIL REPORTS

Council Member Garcia: Spoke with the Community Services Commission Chair regarding the work being done at Kersting Court. The Sierra Madre Rotary Club will be donating a clock for Kersting Court. Council Member Garcia reported that the 4th of July Committee is meeting regularly to plan the parade and events. Because July 4 is on a Sunday this year, the Parade is scheduled for Monday, July 5th.

Council Member Parkhurst: Attended the Planning Commission meeting. Changes were made to the land use and zoning map. The Planning Commission will be discussing the City solar project at their June 3rd meeting.

Council Member Kriebs: Had nothing new to report.

Mayor Pro Tem Goss: Toured Kersting Court with Mayor Arizmendi last week to get an update on the progress of the project.

Mayor Arizmendi: Met with all City departments and City staff over the last few weeks. The Mayor commends City staff for all their hard work during the past year.

PUBLIC COMMENT ON NON-AGENDA ITEMS

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

Deb Sheridan, Valle Vista: commented that she felt it was unconscionable to change the order of the agenda because some people would not make it to the meeting in time to provide public comment.

Marcielle Brandler: with the Friends of the Library and wanted to provide comment on Consent Item D.

Emails were received from:

Barbara Vellturo for Joseph W. Catalano: The e-mail was read into record by City Clerk Aguilar.

Teryl Willis, 3 West Cater Avenue: The e-mail was read into record by City Clerk Aguilar

Gary Hood: The e-mail was read into record by City Clerk Aguilar

Diana Stern: The e-mail was read into record by City Clerk Aguilar

Seeing no one else come forward, Mayor Arizmendi closed public comment on items not on the agenda.

At this time, Mayor Arizmendi moved on to Discussion item 2.

AGENDA ACTION ITEMS:

DISCUSSION

2. DISCUSSION REGARDING THE COMPOSITION, TERM, AND APPOINTMENTS TO BOARDS AND COMMISSIONS

It is recommended that the City Council provide staff with direction.

City Manager Engeland gave the report.

Mayor Arizmendi opened the item for Public Comment.

Patricia Alcorn, Grandview: Asked what ever happened to the Youth Master Plan? That Plan included very useful information. In March 2000 a Youth Commissioner was appointed to the Community Services Commission with full voting rights.

Carol Parker, Mariposa: on October 27, 2020 the City Council gave design review to City staff. Asks that design review be returned to the Planning Commission.

Deb Sheridan, Valle Vista: Restore design review to the Planning Commission

Bob Spears, Grandview: Currently serves on the Planning Commission. He asks that the Planning Commission be as full-some as possible and requests training for commissioners.

Patricia Alcorn, Grandview: requests that the Planning Commission be returned to 7 members and design review back to the Planning Commission.

Jeff Baren: Noted that design review is not currently on the agenda and asked if this topic would be discussed at a future meeting.

Lynn Coleman, Carter: Return the Planning Commission to 7 members.

E-mails were received from:

Denise Pehrsson, Carter: The e-mail was read into record by City Clerk Aguilar

Danielle Poulsen, Sierra Meadow Drive: The e-mail was read into record by City Clerk Aguilar

John Clarke, Carter: The e-mail was read into record by City Clerk Aguilar

Caroline Brown, Alta Vista Drive: The e-mail was read into record by City Clerk Aguilar

Barbara Vellturo, Carter Avenue: The e-mail was read into record by City Clerk Aguilar

Leslee Hinton: The e-mail was read into record by City Clerk Aguilar

Seeing no one else come forward, Mayor Arizmendi closed public comment but said she would re-open public comment again at the end of the discussion for anyone that had not yet arrived to the meeting.

The City Council discussed the options provided in the agenda report and concluded:

#1: A Youth Commissioner should be considered for each Board as an alternate. The Commissioner will have voting rights should one of the regular members not be able to attend the meeting. Staff will solicit feedback from each of the Boards and Commissions, bring the feedback to Council, and then an ultimate decision will be made by the Council.

#2: The Mayor shall make all appointments to internal Boards and Commissions after consultation with the City Council.

The Mayor shall make all appointments to external boards, where voting takes place, in consultation with the City Council.

The Mayor can make appointments to external boards, where voting does not take place, without consultation.

The Mayor will assign Council Members as liaisons to Boards and Commissions, both internal and external.

#3 There will be no changes to the composition or length of term for Boards and Commissions. Council directed staff to develop a training and on-boarding plan for all Boards and Commissions.

The Mayor opened a second public comment for anyone that may not have had the opportunity to speak the first time.

Todd Conrad: Requested that the Planning Commission be returned to 7 members.

Seeing no one else come forward, Mayor Arizmendi closed the second public comment.

Council Member Goss left the meeting at 5:11 pm.

CONSENT CALENDAR

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

- a) **CONSIDERATION OF RESOLUTION 21-28 APPROVING CERTAIN DEMANDS**
It is recommended, that the City Council of the City of Sierra Madre does hereby approve payment of City Warrants in the aggregate amount of \$749,887.06; Sierra Madre Library Warrants in the aggregate amount of \$3,076.12; and Payroll Transfer in the aggregate amount of \$407,440.15; for the fiscal year ending June 30, 2021.
- b) **CONSIDERATION OF ADOPTION OF CITY COUNCIL RESOLUTION 21-25, ACKNOWLEDGING AND RECOGNIZING THE SIERRA MADRE COMMUNITY EMERGENCY RESPONSE TEAM (CERT) AS A VOLUNTEER ORGANIZATION IN THE COMMUNITY PROVIDING VOLUNTEER EMERGENCY RESPONSE ASSISTANCE TO THE COMMUNITY UNDER DIRECTION OF THE CITY**
It is recommended that the City Council adopt Resolution 21-25, acknowledging and recognizing the Sierra Madre Emergency Response Team (CERT) as a volunteer organization in the community, providing volunteer emergency response assistance to the community under the direction of the City.
- c) **SECOND READING BY TITLE ONLY OF ORDINANCE 1442, AN ORDINANCE OF THE CITY OF SIERRA MADRE, CALIFORNIA AMENDING SECTION 6.04.070 (LICENSING)**

FEES) OF CHAPTER 6.04 (ANIMAL CONTROL) OF TITLE 6 (ANIMALS) OF THE SIERRA MADRE MUNICIPAL CODE REGARDING DOG LICENSING AND DELETING SECTION 6.08.020 (CATTLE, HORSES, GOATS, MULES AND BURROS) OF CHAPTER 6.08 (ANIMALS GENERALLY) OF TITLE 6 (ANIMALS) OF THE SIERRA MADRE MUNICIPAL CODE TO REMOVE OUTDATED AND REDUNDANT REGULATIONS

It is recommended that the City Council introduce for second reading, by title only, and adopt to Ordinance 1442 therein amending Title 6 of the Sierra Madre Municipal Code regulating animals.

d) CONSIDERATION OF LIBRARY SITE PLAN

It is recommended that the City Council receive and file this report.

e) CONSIDERATION OF APPROVAL OF WELL 6 SUCTION TUBE REMOVAL

It is recommended that the City Council approve \$27,352 for the extraction of the Well 6 suction tube.

Mayor Arizmendi asked if any Council Members had questions on any Consent items. The Council collectively asked various questions which were answered by City staff.

Mayor Arizmendi opened the meeting for Public Comment on the Consent calendar.

Rich Proctor: Spoke regarding Item D – the plan is an inspired plan and provides a place for everyone to put down their Smart phones to enjoy each other's company.

Robert Gjerde: Spoke regarding Item B – thanked the Council for their support of CERT.

Seeing no one else come forward and acknowledging that no e-mails had been received, Mayor Arizmendi closed Public Comment on Consent items and brought the matter back to the Council.

Council Member Parkhurst made a motion to approve Consent items a – e.

Council Member Garcia seconded the motion.

Mayor Arizmendi called for a vote of the Council.

Ayes: Mayor Arizmendi, and Council Members Garcia, Kriebs, and Parkhurst
Noes: None
Absent: Mayor Pro Tem Goss
Abstain: None

The motion to approve Consent Items a – e was passed by a vote of 4-0-1-0.

DISCUSSION

1. **CONSIDERATION OF RESOLUTION 21-27, A RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS IN CONNECTION WITH DISTRICT NO. 3, CENTRAL BUSINESS DISTRICT LANDSCAPE MAINTENANCE; DISTRICT NO. 5 CENTRAL BUSINESS PARKING DISTRICT; COMMUNITY FACILITIES DISTRICT NO 1; EAST MIRA MONTE SEWER ASSESSMENT DISTRICT; AND EAST BONITA SEWER ASSESSMENT DISTRICT FOR FISCAL YEAR 2021-2022, APPROVING THE ENGINEER'S REPORT, AND SETTING JUNE 22, 2021 AS THE DATE FOR A PUBLIC HEARING ON THE MATTER**

It is recommended that:

1. The City Council authorize the same level of assessment with no increases for next fiscal year for the following districts:
 - a. Bonita Sewer District
 - b. Miramonte Sewer District
 - c. One Carter Facilities District
 - d. Santa Anita Lighting District
2. The City Council authorize that the level of assessment charges be set at zero for the following Districts:
 - a. Downtown Landscaping District (District 3)
 - b. Downtown Parking District (District 5)
 - c. Downtown Lighting District Zone A
 - d. Downtown Lighting District Zone B

3. The City Council adopt Resolution of Intention 21-27 initiating proceedings for setting the assessment charges for Fiscal year 2021-2022.
4. The City Council set June 22, 2021 as a date for a public hearing on the matter of the City's assessment districts
5. The City Council approve the Engineer's report

City Engineer Kev Tcharkhoutian and Public Works Director Cimino gave a brief overview of the report.

The City Council, collectively, asked questions.

Mayor Arizmendi opened this item for Public Comment. No e-mails were received for this item.

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

Council Member Kriebs made a motion to approve Resolution 21-27.

Council Member Parkhurst seconded the motion.

Mayor Arizmendi called for a vote of the Council.

Ayes: Mayor Arizmendi, and Council Members Garcia, Kriebs, and Parkhurst
Noes: None
Absent: Mayor Pro Tem Goss
Abstain: None

The motion to approve Resolution 21-27, was passed by a vote of 4-0-1-0.

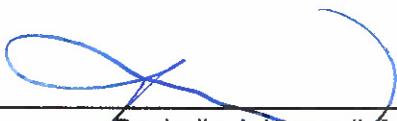
FUTURE ITEMS:

Mayor Arizmendi asked if any Council Member wished to add any items for future meetings. No items were requested by the Council.

ADJOURNMENT:

Mayor Arizmendi adjourned the meeting at 6:24 p.m.

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 6:24 p.m. to a Regular Meeting to be held on June 8, 2021.



Rachelle Arizmendi, Mayor

Minutes taken and prepared by:



Laura Aguilar, City Clerk