

**AGENDA
REGULAR MEETING
SIERRA MADRE CITY COUNCIL,
SUCCESSOR AGENCY, AND
PUBLIC FINANCE AUTHORITY**



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

**Tuesday, January 12, 2016
Closed Session: 5:00 pm
Open Session: 6:30 pm**

*Nancy Shollenberger, City Clerk
Richard Mays, City Treasurer*

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

PUBLIC COMMENT

The Council will listen to the public on any item 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.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA:

Persons wishing to speak on any item on the agenda will be called at the time the agenda item is brought forward. Persons wishing to speak on closed session items have a choice of doing so either immediately prior to the closed session or at the time for comments on items at the open session.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Time shall be devoted to audience participation early on the agenda. If additional time is needed, the Mayor will allow for same at the end of the agenda.

CLOSED SESSION

CALL TO ORDER/ROLL CALL

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

PUBLIC COMMENT

Regarding Closed Session Items

RECESS TO CLOSED SESSION REGARDING:

CONFERENCE WITH LEGAL COUNSEL

Pursuant to Calif. Government Code Section 54956.9(d)(4)

The City Council finds based on advice from legal counsel, that discussion in open session will prejudice the position of the local agency in the litigation.

Initiation of litigation: Number of potential cases: Two

PERSONNEL

Pursuant to Calif. Government Code Section 54957

Public Employee Performance Evaluation

Title: City Manager

CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Calif. Government Code Section 54957.6

City Negotiators: City Manager Elaine Aguilar and Assistant City Manager Elisa Cox

Employee Organization: Police Association

CONFERENCE WITH LEGAL COUNSEL

Pursuant to Calif. Government Code Section 54956.9(a)

The City Council/Agency finds, based on advice from legal counsel, that discussion in open session will prejudice the position of the local agency in the litigation.

Existing Litigation: Case No. GC046442

Case Name: City of Sierra Madre v. Jeffrey M. Hildreth and Taryn N. Hildreth d/b/a The Sterling Oak; Suntrust Mortgage, Inc. a Virginia Corporation; and does 1-50 inclusive

OPEN SESSION

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

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

**PLEDGE OF ALLEGIANCE AND
INVOCATION/INSPIRATION**

Council Member Rachelle Arizmendi

APPROVAL OF AGENDA

Vote of the Council to proceed with City business.

APPROVAL OF MINUTES

Approval of [minutes from the Regular City Council meeting on December 8, 2015](#).

MAYOR AND CITY COUNCIL REPORTS

Reports of individual Council Member activities relating to City business.

PUBLIC COMMENT

Regarding items not on the Agenda.

ACTION ITEMS

1. **CONSENT**

a) **[ADOPTION OF RESOLUTION 16-01 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS](#)**

Recommendation that the City Council approve Resolution No. 16-01 ratifying payment of City Warrants in aggregate amount of \$254,982.01; Library warrants in the aggregate amount of \$14,196.68, and payroll transfer in the aggregate amount of \$324,755.41 for fiscal year ending June 30, 2016.

- b) **CONSIDERATION OF RESOLUTION 16-03: ADOPTING THE FRIENDS OF THE SIERRA MADRE PUBLIC LIBRARY MEMORANDUM OF UNDERSTANDING**
- Recommendation that the City Council adopt Resolution 16-03: Adopting the Friends of the Library Memorandum of Understanding.
- c) **CONSIDERATION OF RESOLUTION 16-04: AUTHORIZING THE DESTRUCTION OF OBSOLETE RECORDS**
- Recommendation that the City Council adopt Resolution 16-04: Authorizing the Destruction of Obsolete Records.
- d) **CONSIDERATION OF RESOLUTION 16-05: APPOINTING DONNA CAYSON TO PART-TIME TEMPORARY POLICE LIEUTENANT AND ANTOINETTE BUCKNER TO INTERIM LIBRARY SERVICES DIRECTOR**
- Recommendation that the City Council approve Resolution 16-05: Appointing Donna Cayson to Part-Time Temporary Police Lieutenant and Antoinette Buckner to Interim Library Services Director.
- e) **APPROVAL OF PURCHASES/SERVICES IN EXCESS OF \$25,000 FOR FISCAL YEAR 2015-2016**
- Recommendation that the City Council authorize the purchases, services, supplies, and contracts and authorize the encumbrance of funds based upon the estimated annual needs for each department.
- f) **INCREASED BROADBAND FOR LIBRARY**
- Recommendation that the City Council approve the submittal of the grant application to apply for funding to purchase equipment for increased broadband at the Library and designate \$18,660 from the Library's Gift and Memorial Account for the remaining equipment purchases.
- g) **CONSIDERATION TO APPLY FOR FUNDING OF THREE FULL-TIME ENGINEERS THROUGH THE FISCAL YEAR 2015 DEPARTMENT OF HOMELAND SECURITY STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT**
- Recommendation that the City Council grant approval to apply for funding for three full-time Engineers and to authorize the City Manager or her designee to execute the application on behalf of the City.
- h) **RECOMMENDATION TO ISSUE REQUEST FOR PROPOSALS FOR DESIGN OF PHASE 2 WATER MAIN REPLACEMENTS**
- Recommendation that the City Council direct staff to prepare and circulate a Request for Proposals for professional surveying and engineering services for the preparation of design documents (Plans and Specifications) and securing of County permits for the replacement of five segments of water mains identified October 19, 2015 as Phase 2 of Fiscal Year 2015-2016 Water Main Replacement Project.
- i) **RECOMMENDATION TO APPROVE PLANS AND SPECIFICATIONS FOR WATER MAIN REPLACEMENTS IN SIERRA PLACE AND MANZANITA AVENUE AND DIRECT STAFF TO SEEK CONSTRUCTION BIDS**
- Recommendation that the City Council approve plans and specifications for replacement of water mains in Sierra Place and in Manzanita Avenue between South Lima Street and South Hermosa Avenue and direct staff to advertise the project for bids.
- j) **CONSIDERATION OF ADDITIONAL COSTS OF FINAL CORROSION STUDY**
- Recommendation that the City Council approve \$7,040 in additional consultant costs associated with the preparation of the Final Corrosion Study and appropriate said amount from Water Fund Reserves.

k) [ADOPTION OF RESOLUTION 16-07 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS](#)

Recommendation that the City Council approve Resolution 16-07 for approval of payment of City Warrants in aggregate amount of \$641,985.63; Library warrants in the aggregate amount of \$15,541.67, and payroll transfer in the aggregate amount of \$276,542.75 for fiscal year ending June 2016.

l) [AWARD OF CONSTRUCTION CONTRACT TO M.C. ALYEA CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \\$68,975 FOR THE CONSTRUCTION OF THE STORAGE ADDITION TO THE HART PARK HOUSE SENIOR CENTER](#)

Recommendation that the City Council award a construction contract in an amount not to exceed \$68,945 to M.C. Alyea Construction of Riverside for the construction of the storage addition to the Hart Park House Senior Center.

PUBLIC HEARINGS

2. [HISTORIC DESIGNATION – WEBSTER HOUSE: AN APPLICATION TO CONSIDER THE NOMINATION AS A LOCAL HISTORIC CULTURAL LANDMARK FOR THE PROPERTY LOCATED AT 101 WEST BONITA AVENUE](#)

Recommendation that the City Council hold a Public Hearing and approve the designation of the Webster House – 101 West Bonita Avenue as a local Historical Cultural Landmark to be listed on the City’s Historic Cultural Landmark list pursuant to City Council Resolution 15-69.

3. [MUNICIPAL CODE TEXT AMENDMENT 15-04 – ORDINANCE NO 1371 AMENDING TITLE 17, CHAPTER 17.10](#)

Recommendation that the City Council hold a Public Hearing and adopt Municipal Code Text Amendment 15-04, amending Title 17, Chapter 17.10, explicitly prohibiting the growing of live marijuana plant cultivation, deliveries and dispensing of marijuana as a business pursuant to Ordinance 1371 for first reading, by title only, and waive further reading.

4. [FIRST READING OF ORDINANCE 1374 REPLACING SIERRA MADRE MUNICIPAL CODE CHAPTER 15.60 WATER EFFICIENT LANDSCAPE ORDINANCE TO COMPLY WITH CURRENT STATE MODEL ORDINANCE](#)

Recommendation that the City Council hold a Public Hearing, read by title only, and waive further reading of Ordinance 1374

ITEMS FOR DISCUSSION

5. [STOP THE UTILITY USERS TAX INITIATIVE – SUFFICIENCY OF PETITIONS](#)

Recommendation that the City Council receive, file, and accept the Certificate of Sufficiency of Initiative Petition from the City Clerk, and provide staff with direction.

6. [REVIEW OF SEPTEMBER 2012 INFRASTRUCTURE REPORT \(OCTOBER 2015 STRATEGIC PLAN ITEM\)](#)

Recommendation that the City Council direct staff to continue with the implementation of street, sewer, and water improvement projects as provided for in the FY 2015-2016 budget and in previous Council direction.

7. [EMERGENCY MEDICAL SERVICES DISPATCH FEE](#)

Recommendation that the City Council approve Resolution 16-06 amending the Fee Schedule by adopting the Emergency Medical Services Dispatch Fee.

8. **STRATEGIC PLAN UPDATE FROM OCTOBER 20, 2015 RETREAT**

Recommendation that the City Council receive and file.

PUBLIC COMMENT

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 Council action.

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.

PUBLIC HEARING

The appellant and/or applicant will each be provided a total of ten (10) minutes to address their item. A portion of their allotted time may be reserved for rebuttal or a summary conclusion at the close of public comment. All other speakers will be limited to a total of three continuous minutes, which cannot be delegated. These rules will be enforced but may be changed by appropriate City Council action.

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, and during normal business hours at City Hall, 232 W. Sierra Madre Blvd. and at the Sierra Madre Public Library, 440 W. Sierra Madre Blvd.

LIVE BROADCASTS

Regular City Council meetings are broadcasted live on Cable Channel 3 and rebroadcast on Wednesday and Saturday at 5:30 p.m.

MEETING ASSISTANCE

If you require special assistance to participate in this meeting, please call the City Manager's office at (626) 355-7135 at least 48 hours prior to the meeting.

ADJOURNMENT

The City Council will adjourn to a Regular Meeting on Tuesday, January 26, 2016.