

**MINUTES**

**Agenda - Regular Meeting of the Sierra Madre City Council,  
Successor Agency and Public Finance Authority  
Tuesday, May 10, 2016 – 6:30 p.m.**

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

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

Absent: None

Also Present: Elaine Aguilar, City Manager  
Teresa Highsmith, City Attorney  
Vincent Gonzalez, Director of Planning and Community Preservation  
Larry Giannone, Safety Director and Police Chief  
Marcie Medina, Finance Director  
Steve Heydorff, Fire Chief  
Elisa Cox, Assistant City Manager  
James Carlson, Management Analyst  
Bruce Inman, Director of Public Works  
Joe Ortiz, Captain, Sierra Madre Police Department  
Toni Buckner, Director of Library Services  
Melinda Carrillo, City Clerk

**PLEDGE OF ALLEGIANCE AND INVOCATION/INSPIRATION:**

Council Member, Denise Delmar, led the Pledge of Allegiance and followed with an allegory

**APPROVAL OF AGENDA:**

Moved: Council Member John Harabedian

Seconded: Council Member Denise Delmar

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

Noes: None

Absent: None

Abstain: None

**REPORT OUT OF CLOSED SESSION:**

City Attorney Highsmith reported that the Council met in closed session to discuss a matter of pending litigation and direction was provided, but no action was taken. The Council also met in closed session regarding negotiations with the Police Association, and direction was provided, but no action was taken.

**APPROVAL OF MINUTES from April 26, 2016:**

Moved: Council Member John Capoccia

Seconded: Mayor Pro Tem Rachelle Arizmendi

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

Noes: None

Absent: None

Abstain: Council Member Denise Delmar, absent from meeting (excused)

**MAYOR AND CITY COUNCIL REPORTS:**

- 1) Council Members, John Harabedian and John Capoccia had no reports.
- 2) Council Member, Denise Delmar, announced the birth of her granddaughter.
- 3) Mayor Pro Tem, Rachelle Arizmendi, recognized our Fire Department 41 for a successful pancake breakfast.
- 4) Mayor, Gene Goss, recognized and praised the delicious pancake breakfast held by our own Fire Station 41. He also recognized the Art Fair that was at Memorial Park over the weekend.

**PUBLIC COMMENT ON NON-AGENDA ITEMS:**

*Rich Proctor, Member, Library Board of Trustees*

Mr. Proctor announced the activities going on at the Library:

-One book/One City Summer Reading Program featuring the Pulitzer Prize book, *The Natural* by Bernard Malamud. The movie will be shown on July 8th at 8:00PM at Memorial Park.

-Library encourages teen volunteers to run summer reading program

-Volunteers needed as teen docents

-Kids programs include:

June 11- Animal Magic workshop

June 13- Music workshop

June 16- Art workshop

June 23- Harry Potter Art workshop

June 27- Animals Around the World

June 29- Robotics workshop

*Leslie Ziff, President Historical Society*

Ms. Ziff announced the 3rd annual dinner of Lizzie's Famous Chicken and Ravioli Dinner on Saturday, June 25th at 5:00 PM at Lizzie's Trail Inn. Museum tours will be available and tickets for the event are on sale now at the Library, Arnold's, Lizzie's Trail Inn and at Savor the Flavor.

*Mayor Goss closed public comment.*

**PRESENTATION:**

Recognition Of Sierra Madre Police Officer Edward Delcoure by Sierra Madre Police Chief Larry Giannone, who gave the background of service of Officer Delcoure that lead to his current promotion of Sergeant. Sergeant Delcoure was sworn in by City Clerk, Melinda Carrillo.

**AGENDA ACTION ITEMS:**

Elaine Aguilar, City Manager, gave the following report under the Consent Calendar:

**1. CONSENT CALENDAR**

**a) ADOPTION OF RESOLUTION 16-22  
OF THE CITY COUNCIL OF THE  
CITY OF SIERRA MADRE  
APPROVING CERTAIN DEMANDS**

Recommendation that the City Council approve Resolution 16-22 for approval of payment of City Warrants in aggregate amount of \$278,473.40; Library warrants in the aggregate amount of \$8,289.22, and payroll transfer in the aggregate amount of \$306,700.26 for fiscal year ending June 2016.

**b) RESOLUTION 16-23 ESTABLISHING  
A REVISED VOLUMETRIC  
PENALTY RATE FOR WATER  
CONSUMED IN EXCESS OF  
CUSTOMERS' WATE  
CONSERVATION GOALS**

Recommendation that the City Council adopt Resolution 16-23 setting the new volumetric rate for water consumed in excess of a customer's assigned water conservation goal at 2 times the Tier 4 rate per billing unit used in excess of the conservation target.

**c) WILLDAN ENGINEERING  
BUILDING INSPECTION AND PLAN  
CHECK SERVICES –  
PROFESSIONAL SERVICES  
AGREEMENT**

Recommendation that the City Council enter into a three-year professional services agreement with Willdan Engineering and authorize the City Manager to execute the contract to Willdan for plan check services and full-time building inspection services on a "percentage of fees" basis, in a form acceptable to the City Attorney.

**d) PART-TIME PARAMEDIC  
PROGRAM**

Recommendation that the City Council authorize a total of six part-time paramedics to work more than 960 hours in Fiscal Year 2015-2016 and direct staff to study options for Fire Department's' long-term sustainability.

**e) THE AMERICAN'S WITH  
DISABILITY ACT EVALUATION  
AND TRANSITION PLAN**

Recommendation that the City Council approve the expenditure necessary to participate in the CJPIA' pilot program to develop an ADA Transition Plan.

**f) RECOMMENDATION TO APPROVE  
AN ADDITIONAL EXPENDITURE  
OF \$5,000 IN SUPPORT OF THE  
ACTIVITIES OF THE FIVE-CITIES  
ALLIANCE**

Recommendation that the City Council approve an additional expenditure of \$5,000 from General Fund Reserves to cover additional costs incurred by the 5-Cities Alliance in preparing comments on the State Route 710 North Study Alternatives draft Environmental Impact Report/Statement, Cost Benefit Analysis, and the Southern California Association of Governments Regional Transportation Plan/Sustainable Communities Strategy Program Environmental Impact Report.

*After Council discussion, Mayor Goss opened for Consent Calendar public input.*

- Barbara Lee Kline:  
Commented on items 1C regarding the cost of the contract versus a city employee; and 1D regarding the paramedic program; and 1E regarding American's with Disability Act indicating that the City should do its own plan

- Debbie Sheridan:  
Commented on items 1B about the highest water users in Sierra Madre and 1F urging to approve the \$5,000 against Fwy 710 expansion

- Margaret Fullermeyer:  
Commented on item 1B regarding the penalties for exceeding the water conservation goal

*Mayor Goss closed Consent Calendar public input.*

**APPROVAL OF CONSENT CALENDAR AS PRESENTED:**

Moved: Council Member John Harabedian

Seconded: Mayor Pro Tem Rachele Arizmendi

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

Noes: None

Absent: None

Abstain: None

**ITEMS FOR DISCUSSION:**

**2. FY 2015-2016 MID YEAR BUDGET REVIEW; THIRD QUARTER FINANCIAL REPORT; CONSIDERATION OF RESOLUTION 16-26: ADOPTING THE MIDYEAR BUDGET FOR FISCAL YEAR 2015-2016 AND APPROPRIATING THE PROJECTED AMOUNTS; CONSIDERATION OF RESOLUTION 16-24 COMBINING LIBRARY SERVICES DEPARTMENT AND COMMUNITY SERVICES DEPARTMENT AND AMENDING THE CLASSIFICATION PLAN**

AND SALARY MATRIX TO REFLECT  
POSITIONS IN THE COMBINED DEPARTMENT  
Recommendation that the City Council approve  
Resolution 16-26 adopting the Fiscal Year 2015-2016  
Midyear budget and appropriating the projected  
amounts; and approve Resolution 16-24 combining the  
Library Services Department and Community Services  
Department and amending the Classification Plan and  
the Salary Matrix to reflect positions in the combined  
Department.

Midyear Budget Review (1st. Part) presented by Finance Director Medina.  
Budget Review combining Library and Community Services Departments presented by  
Assistant City Manager, Elisa Cox.

*Mayor Goss opened for public input.*

- Rob Stockley: against combining library and community services departments
- Barry Zif, Library Board of Trustees: concerned with combining both departments
- Barbara Lee Kline: concerned with combining both departments
- Debbie Sheridan: concerned with combining both departments
- Bob Spears: concerned with combination and what the advantage would be
- Pat Alcorn: concerned with combining both departments
- Jackie Pergola, Chairman of the Senior Commission: concerned with combination
- Rodney Spears: concerned with combining both departments
- Barry Gold: concerned about the City's Calpers liabilities, and asked about where funds raised at the Fire Association's Pancake Breakfast are shown on the budget

*Mayor Goss closed public input.*

**APPROVAL OF RESOLUTION 16-26 MIDYEAR BUDGET AS PRESENTED:**

Moved: Mayor Pro Tem Rachelle Arizmendi

Seconded: Council Member Denise Delmar

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

Noes: None

Absent: None

Abstain: None

**DIRECTION OF RESOLUTION 16-24 COMBINING LIBRARY/COMMUNITY SERVICES DEPARTMENTS:**

City Council concurred that a special joint meeting with all three commissions (Library Board of Trustees, Senior Commission and Community Services Commission) should be scheduled to gain further input regarding Resolution 16-24, and staff should return at the next meeting regarding this item.

**3. FISCAL YEAR 2016-2017 ASSESSMENT  
DISTRICTS – CITY ENGINEER'S REPORT AND  
CONSIDERATION OF RESOLUTION OF INTENT 16-25**

Recommendation that the City Council adopt  
Resolution 16-25 initiating assessment proceedings for  
Assessment Districts 3, 5, CDF No. 1, the 2 sewer  
districts for Fiscal Year 2016-2017, and directing the  
City Engineer to prepare and file and Engineer's

Report; and set a Public Hearing on said assessments for May 24, 2016.

**APPROVAL OF RESOLUTION 16-25 AS PRESENTED:**

Moved: Council Member John Capoccia

Seconded: Mayor Pro Tem Rachelle Arizmendi

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

Noes: None

Absent: None

Abstain: None

**4. CITY CLERK COMPENSATION**

Recommendation that the City Council provide direction.

*Mayor Goss opened for public input.*

- Rob Stockley: against compensation to City Clerk
- Barbara Lee Kline: for maintaining compensation to City Clerk
- Debbie Sheridan: spoke for former City Clerk Shollenberger for keeping the current compensation for City Clerk; Debbie spoke for keeping compensation as is
- Ann Chester: for keeping compensation
- Pat Alcorn: for keeping compensation
- Barry Gold: for maintaining current compensation for current City Clerk
- Dee Alcorn: for maintaining current compensation for current City Clerk

*Mayor Goss closed public input.*

**DIRECTION OF CITY CLERK COMPENSATION:**

City Council directed staff to return with a Resolution at the next meeting to establish the City Clerk's compensation at \$900 per month for a two year period and to include a list of duties and responsibilities. The City Clerk would continue to receive additional compensation for administering municipal elections, with the compensation established by a Resolution at election time. The City Clerk's monthly compensation is to return to the Council for consideration prior to the next municipal election in 2018.

**5. CITY COUNCIL LIAISON APPOINTMENTS  
AND CONSIDERATION OF RESOLUTIONS  
16-27, 16-28, AND 16-29, PERTAINING TO  
APPOINTMENTS TO THE L.A.  
SANITATION DISTRICTS, SAN GABRIEL  
VALLEY COUNCIL OF GOVERNMENTS,  
AND CALIFORNIA JOINT POWERS  
INSURANCE AUTHORITY,  
RESPECTIVELY**

Recommendation that the City Council accept the Mayor's designation of City Council Members to various commissions/organizations/agencies, and the City Council adopt Resolutions 16-27, 16-28, and 16-29.

**APPROVAL OF RESOLUTION 16-27; 16-28; 16-29:**

Moved: Council Member John Harabedian

Seconded: Council Member Denise Delmar

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

Noes: None

Absent: None  
Abstain: None

**FUTURE AGENDA ITEMS:**

Mayor Goss placed the topic of Group Living Facilities on a future agenda.

**ADJOURNMENT at 10:00 p.m. :**

Moved: Council Member Denise Delmar  
Seconded: Council Member John Harabedian  
Ayes: Mayor Gene Goss, Mayor Pro Tem Rachele Arizmendi, Council Members John Capoccia, John Harabedian and Denise Delmar  
Noes: None  
Absent: None  
Abstain: None

  
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Gene Goss, Mayor

Minutes taken and typed by:

  
Melinda Carrillo  
City Clerk