



# CITY OF SIERRA MADRE

## CITY COUNCIL SPECIAL MEETING AGENDA

**Mayor Robert Parkhurst | Mayor Pro Tem Kristine Lowe**  
**Council Member Edward Garcia | Council Member Gene Goss | Council Member Kelly Kriebs**

**Tuesday, November 18, 2025, 5:30 P.M.**

**City Council Chambers, 232 W. Sierra Madre Blvd.**

### **AMERICANS WITH DISABILITIES ACT**

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the City Clerk at (626) 574-5455. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

### **PUBLIC COMMENT & ACCESS**

The Brown Act provides the public with an opportunity to make public comments at any public meeting. As an alternative, public comment may be submitted by e-mail to [publiccomment@sierramadrecal.gov](mailto:publiccomment@sierramadrecal.gov) by 3:00PM on the day of the meeting. Emails will be acknowledged at the City Council meeting, filed into public record, and scanned onto the City website for public review.

A copy of the posted agenda and a live video stream of the meeting can be found on the City's website at [sierramadrecal.gov](http://sierramadrecal.gov), on Foothills Media website at [foothillsmedia.org/sierramadre](http://foothillsmedia.org/sierramadre), and broadcast on Government Access Channel 3 (Spectrum).

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

### **CODE OF CONDUCT**

The purpose of a City Council meeting is to conduct City business. Members of the public that behave in a manner that interrupts or obstructs the City Council's ability to conduct City business may be asked to leave the meeting. Any and all demonstrations which disrupt, interrupt, or obstruct the City Council's ability to conduct City business are prohibited. No signs, posters, or other large objects shall be brought into the Council Chambers or other meeting place if doing so would disrupt, disturb, or otherwise impede the orderly course of the meeting.

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE AND INSPIRATION**

Council Member Kriebs

**3. ROLL CALL OF CITY COUNCIL MEMBERS**

Robert Parkhurst, Mayor

Kristine Lowe, Mayor Pro Tem

Edward Garcia, Council Member

Gene Goss, Council Member

Kelly Kriebs, Council Member

**4. REPORT FROM CITY ATTORNEY REGARDING CLOSED SESSION**

**5. SUPPLEMENTAL INFORMATION FROM CITY CLERK REGARDING AGENDA ITEMS**

**6. REPORTS FROM MAYOR AND CITY COUNCIL (including reports from City Council related to meetings attended at City expense per AB 1234)**

**7. REPORTS FROM CITY STAFF**

**8. PRESENTATIONS**

- a) Presentation on State Bill 707 Open Meetings: Meetings and Teleconference Requirements

**9. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Any person wishing to speak before the City Council is asked to complete a Speaker Card and provide it to the City Clerk prior to the start of the meeting. Speakers are generally limited to three (3) minutes per person and time may not be delegated; any changes to the allotted time will be announced prior to the Public Comment period. Under the Brown Act, the City Council is prohibited from discussing or taking action on any item not listed on the posted agenda.

Addressing the City Council from the audience is not permitted; all comments addressing the Council must be made from the podium. Only public comment made from the podium will be recognized by the City Council and entered into public record.

**10. PUBLIC HEARING**

Any person wishing to speak before the City Council on a public hearing item is asked to complete a Speaker Card noting the agenda item number and provide it to the City Clerk prior to the start of the public hearing. Separate and apart from the applicant (who may speak longer in the

discretion of the City Council) speakers are generally limited to three (3) minutes per person; any changes to the allotted time will be announced prior to the Public Comment period. Under the Brown Act, the City Council is prohibited from discussing or acting on any item not listed on the posted agenda. The applicant may additionally submit rebuttal comments, at the discretion of the City Council.

## **11. CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless a member of the City Council requests that a specific item be removed from the Consent Calendar for separate discussion and action.

- a) Regular Meeting Minutes of October 28, 2025  
CEQA: Not a Project  
Recommended Action: Approve
- b) First Amendment to the Professional Services Agreement with Hue C. Quach  
CEQA: Not a Project  
Recommended Action: Approve
- c) First Amendment to the Professional Services Agreement with King Office Services extending the contract term and increasing the Not-to-Exceed amount to \$146,045  
CEQA: Not a Project  
Recommended Action: Approve
- d) Quarterly Treasurer's Report  
CEQA: Not a Project  
Recommended Action: Receive and File
- e) Resolution No. 25-62 accepting \$30,000 in grant funds from the State of California Department of Alcoholic Beverage Control Grant Assistance Program, approving the grant budget, appropriating said funds to the Sierra Madre Police Department and authorizing the City Manager or designee to execute all related records.  
CEQA: Not a Project  
Recommended Action: Adopt
- f) Resolution No. 25-67 Approving Certain Demands  
CEQA: Not a Project  
Recommended Action: Adopt

- g) Resolution No. 25-68 amending the Classification Plan and Salary Matrix for Executive Management.

CEQA: Not a Project

Recommended Action: Approve

- h) Resolution 25-70 amending the Fiscal Year 2025-2026 budget approving a supplemental budget appropriation from the Public Education and Government Fund Reserve

CEQA: Not a Project

Recommended Action: Adopt

**12. ITEMS FOR FUTURE AGENDAS**

**13. ADJOURNMENT**

The City Council will adjourn to a regular meeting on Tuesday, December 9, 2025.