



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES
SIERRA MADRE CITY COUNCIL

Tuesday, January 24, 2023 - 5:30 pm
Sierra Madre City Hall, City Council Chambers
232 W. Sierra Madre Boulevard, Sierra Madre, CA 91024

THIS MEETING WILL BE CONDUCTED IN COMPLIANCE WITH THE MOST CURRENT LOS ANGELES COUNTY PUBLIC HEALTH OFFICER'S ORDER

The Brown Act provides the public with an opportunity to make public comments at any public meeting; or public comment may also be made by e-mail to PublicComment@CityofSierraMadre.com by 3:00PM on the day of the meeting. Emails will be acknowledged at the Council meeting, filed into public record and scanned onto the City website for public review.

The meeting will be 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)

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 Council's ability to conduct City business may be asked to leave the meeting. Any and all demonstrations which disrupt, interrupt, or obstruct the 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.

The meeting will be 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)

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor Goss called the meeting to order at 5:33 p.m. City Clerk Aguilar called the roll.

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

Absent: None.

Also Present: Jose Reynoso, City Manager
Miguel Hernandez, Assistant City Manager
Aleks Giragosian, City Attorney
Laura Aguilar, Deputy City Manager/City Clerk
Henry Amos, Acting Police Chief
Brent Bartlett, Fire Chief
Robert Ladd, Fire Captain
Hillary Guirola-Leon, Finance Director
Chris Cimino, Public Works Director
Rebecca Silva-Barron, Community Services Manager
Clare Lin, Senior Planner
James Carlson, Management Analyst
Amber Tardif, Administrative Analyst

PLEDGE OF ALLEGIANCE AND INSPIRATION

Council Member Goss. Spoke on the death rates from cancer and how they have fallen by 32% over the past three decades according to the American Cancer Society. In San Luis County, more than 129,000 western monarch butterflies were counted in the county by Xerces Society for Invertebrate Conservation employees and volunteers in November. That is the most counted in San Luis Obispo County in more than 20 years. A vegetation study across New York City and other densely populated adjoining areas, Columbia University's Columbia Climate School has found that photosynthesis by trees and grasses absorbs all the carbon munitions produced by cars, trucks, and buses. The result is the underappreciated importance of Urban Greenery in the carbon cycle. There is a carbon uptake that occurs primarily from April to mid-October.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Council Member Parkhurst requested to move Consent item b to the first item under Discussion.

Mayor Garcia moved Consent item b to the first item under Discussion.

Council Member Parkhurst made a motion to approve the amended agenda.

The motion was seconded by Council Member Lowe.

Mayor Garcia called for a vote of the Council:

- Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs, and Council Members Gene Goss, Kristine Lowe, and Robert Parkhurst
- Noes: None.
- Absent: None.
- Abstain: None.

The motion to approve the agenda as presented was approved by a unanimous voice vote.

REPORT OUT FROM CLOSED SESSION

City Attorney provides reportable action from the Closed Session.

City Attorney Giragosian announced that the City Council met in closed session on January 24, 2023 to discuss anticipated litigation under G.C. 54956.9 (b) and no reportable action was taken.

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 Garcia asked for a motion.

A motion to approve the reading of resolutions and ordinances was made by Mayor Pro Tem Kriebs.

The motion was seconded by Council Member Parkhurst

Mayor Garcia called for a vote of the Council.

- Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs, and Council Members Gene Goss, Kristine Lowe, and Robert 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 MEETING MINUTES

Approval of January 10, 2023 City Council Regular meeting minutes.

Mayor Garcia called for a motion to approve the minutes.

A motion to approve the minutes as amended was made by Council Member Parkhurst.

The motion was seconded by Council Member Lowe.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs, and Council Members Gene Goss, Kristine Lowe, and Robert Parkhurst
Noes: None.
Absent: None.
Abstain: None.

The motion to approve the amended minutes of the Council meeting on January 10, 2023 was approved by unanimous voice vote.

MAYOR AND CITY COUNCIL REPORTS

Reporting of Council Members' activities related to City business.

Council Member Lowe: attended the Women's Club murder mystery dinner fundraiser. Attended the Public Safety Town Hall meeting. Police and Fire provided their 2022 reports and received feedback from the public. Attended the Planning Commission meeting where a property was approved and will be added to the agenda for a future meeting.

Council Member Robert Parkhurst: attended a Clean Power Alliance meeting with no report. Met with Mayor Pro Tem Kriebs as a solid waste committee and brought forward an amended contract with Athens and it will be on the agenda on February 14, 2023. A big change will be the recycling of organic waste and pulling it out of the black bins and putting it in the green bins. Attended the Senior Commission and reminded residents to place their nominations for Older American Award.

Council Member Goss: no report.

Mayor Pro Tem Kriebs: met with Athens regarding the new state law around organic recycling. Attended a Natural Resources Commission meeting and they will be bringing an update to Council about the City's tree preservation and protection code to consider broadening it to apply to other types of horticulture beyond trees. The Civic Club is accepting applications for the Sierra Madre educational award for seniors in high school who reside in Sierra Madre. The deadline to apply is April 7, 2023.

Mayor Garcia: attended to the Public Safety Town Hall meeting along with stakeholders, residents, business owners, and city staff. Fire and Police provided information on what their respective departments are doing well, what are the most important aspects of either the Fire or Police Department to the residents, and what enhancements could we see. The meeting went well and there will be a debrief from the Fire and Police Department.

Attended the COG meeting on January 19, 2023, and recognized State Senator Susan Rubio for tackling homelessness and her involvement in the San Gabriel Valley Regional Housing Trust.

Attended the Library Board of Trustees meeting on January 23, 2023, and received updates from the Library Foundation and former Mayor Rob Stockly gave a presentation regarding the foundation. Ms. Bencosme provided an update. Deputy Director of Public Works provided an update on the renovations and there have been dozens of companies who have come forward with RFPs. The library project is moving forward.

The City of Sierra Madre expresses condolences to the City of Monterey Park for the senseless acts of violence that occurred over the weekend. As a member of the San Gabriel Valley we grieve alongside Monterey Park, all the victims, and their families. The Lunar New Year is meant to be a time of joyous celebrations. The City Council denounces these acts of violence and stands in unity the community of Monterey Park.

The local trails have reopened and still may be in dangerous conditions. The passing of Judith Gold occurred on Friday. Her and her husband Barry were residents that had nothing but the best intentions for Sierra Madre in mind. They will be missed and condolences to her children and family in their time of sorrow.

PUBLIC COMMENT

The Council will listen to the public on any item on the agenda. In addition, the Council will devote time for public comment on items not on the 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.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA

Persons wishing to speak on any item on the agenda will be called during the comment period 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 provide public comments for items not 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.

COMMENTS

1. Any person wishing to provide public comment on matters not on the agenda, or during the comment period for items on the agenda is asked to complete a comment card. Please include your name and address. Each speaker will be limited to up to three continuous minutes, which may not be delegated or deferred.
2. The City provides a podium for public comment. Comments addressed to the Council shall occur during the appropriate time on the agenda and should not be construed as an opportunity for dialogue. Each speaker will be limited to three continuous minutes, which may not be delegated or deferred

PUBLIC COMMENT ON NON-AGENDA ITEMS

Mayor Garcia opened the meeting for public comment on items not on the agenda.

Bill Ukropina and Patricia Ostiller: spoke on behalf of the Cancer Support Community Group that has recently purchased a building at 321 W. Sierra Madre Blvd. the Cancer Support Community Group offers free programs for cancer patients and their families. Some of the programs include workshops, groups, and classes. The grand opening is set for August 2023.

Pat Holland, Colony Drive: spoke in his capacity as a member of the Senior Community Commission. The Senior Community Commission is seeking nominations for the Older American of the Year Award. The nominee must be 60 years old by May and a Sierra Madre resident. Nominations must be submitted by March 16, 2023. The nominee will be selected on April 6, 2023 at 3:00 pm during the regular Senior Community Commission meeting. The honoree will be recognized at a reception on May 10, 2023 at the Hart Park House Senior Center.

Jacque Pergola, Canon: spoke on the Senior Commission's first senior excursion to take place on March 9, 2023. The excursion will go to the Autry Museum for a view of a special exhibit called China Poblano that will feature Mexican-American and Colonial costumes. After the visit to the Museum there will be a lunch and then back in town by 4:00 pm.

Pat Krok: spoke in her capacity as the Chairman of the Senior Commission. The Senior Commission is having a senior Valentine cake decorating on February 7, 2023 at 1:00 pm in the Hart Park House. On Tuesday, February 14, 2023 there will be a Valentine's social from 3:00 pm to 5:00 pm at the Hart Park House. On Thursday, February 23, 2023 at 1:00 pm there will be Bingo in the Hart Park House.

Nancy Valentine: spoke on behalf of the Pasadena Village that is a National Organization and stated they are celebrating their second anniversary. They will be hosting an Older Adult Resource Fair on Wednesday, February 15, 2023 at the Women's Club from 10:00 am to 12:00pm.

City Clerk Aguilar advised that no e-mails had been received for non-agenda items.

ACTION ITEMS

PRESENTATION

RECOGNITION OF MR. RAVI DEV FOR PUBLIC SAFETY TEACHER OF THE YEAR

Presented by Carol Anne Hagele from the San Gabriel Valley Mosquito and Vector Control District

INTRODUCTION OF NEW FIRE CAPTAIN ROBERT LADD

Presented by Fire Chief Brent Bartlett

PRESENTATION BY HELEN ROMERO SHAW ON SOUTHERN CALIFORNIA GAS

CONSENT

a) CONSIDERATION OF RESOLUTION 23-01 APPROVING CERTAIN DEMANDS

It is recommended that the City Council approve Resolution 23-01 approving payment of City Warrants in the aggregate amount of \$502,894.94; Sierra Madre Library Warrants in the aggregate amount of \$12,609.72; and Payroll Transfer in the aggregate amount of \$902,361.19 for the Fiscal Year ending June 30, 2023.

b) CONSIDERATION OF AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR A FEASIBILITY STUDY OF 350 W. SIERRA MADRE BOULEVARD TO RETROFIT FOR THE NEW POLICE DEPARTMENT

It is recommended that the City Council award a professional services contract to Dunbar Architecture to proceed with the feasibility study of 350 W. Sierra Madre Blvd., to retrofit for a new police department, in the amount of \$47,595, and allocate another \$30,000 for services outside the Architect's scope.

Mayor Garcia moved this Consent item to the first item under Discussion.

c) CONSIDERATION OF HOUSING ELEMENT ANNUAL PROGRESS REPORT

It is recommended that the City Council accept, receive, and file the Housing Element Annual Progress Report (APR) and file the 2022 APR with the California Department of Housing and Community Development and Office of Planning and Research.

Mayor Garcia brought the matter to the City Council for discussion.

Item A – no questions from Council.

Item B – Moved to Discussion

Item C – no questions from Council.

Mayor Garcia opened the matter for public comment.

City Clerk Aguilar advised that no e-mails had been received.

The Mayor brought the matter back to the Council for comments.

The Mayor brought the matter back to the Council for a motion to approve.

Council Member Parkhurst made a motion to approve Consent Agenda Items A and C as presented.

Mayor Pro Tem Kriebs seconded the motion.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs, and Council Members Gene Goss, Kristine Lowe, and Robert Parkhurst

Noes: None.

Absent: None.

Abstain: None.

The motion to approve Consent Items A and C was passed unanimously.

PUBLIC HEARING

1. APPROVAL OF AMENDMENT TO THE FEE SCHEDULE FISCAL YEAR 2022-2023

It is recommended that the City Council approve the amendment to the Fee Schedule for Fiscal Year 2022-2023.

Presentation made by Hillary Guirola-Leon, Finance Director

Mayor Garcia brought the matter to the City Council for questions.

Mayor Garcia opened the Public Hearing.

City Clerk Aguilar advised that no e-mails had been received.

Seeing no one else come forward to the podium, Mayor Garcia closed public comment and brought the matter back to Council for discussion and/or a vote.

Mayor Garcia asked for a motion.

Council Member Parkhurst made a motion to approve the amendment to the fee schedule Fiscal Year 2022-2023.

Council Member Lowe seconded the motion.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs, and Council Members Gene Goss, Kristine Lowe, and Robert Parkhurst

Noes: None.

Absent: None.

Abstain: None.

The motion to approve the amendment to the fee schedule Fiscal Year 2022-2023 was approved by unanimous voice vote.

2. SIERRA MADRE POLICE DEPARTMENT'S CARRYING CONCEALED WEAPONS (CCW) PROCESS AND AMENDMENTS TO THE FISCAL YEAR 2022-2023 GENERAL FEE SCHEDULE

It is recommended that the City Council approve the request to amend the Fiscal Year 2022-2023 General Fee Schedule to allow for cost-recovery of the newly adopted carrying concealed weapons (CCW) license process.

Presentation made by Acting Chief Henry Amos

Mayor Garcia brought the matter to the City Council for questions.

Mayor Pro Tem Kriebs requested clarification regarding the fees applicants will be charged during the permit process. Acting Chief Amos responded that the fees will likely increase in the next fiscal year once there is a more accurate amount of the CCW permit cost. City Attorney Giragosian responded that Council should think about conducting a fee study to have a proper study done on what the actual costs would be for the process. Mayor Pro Tem Kriebs requested information on who enforces the CCW permits if someone is carrying a firearm. Acting Chief Amos responded that each permit holder is issued either a card license or paper license and is required to have it on them at all times. Law enforcement will make contact with the individual carrying the concealed weapon and check that they possess a CCW and they are in compliance. Mayor Pro Tem Kriebs asked if Sierra Madre has been in contact with any other agencies to ascertain if they would be interested in having one agency take over the CCW license process. Acting Chief Amos responded that there have been conversations with other agencies but no agency has taken the lead on the CCW license process.

Council Member Lowe requested information on how the Police Department will be able to handle the amount of CCW permits and what the cost would be on the department and the staff. Acting Chief Amos responded that it will be something that is difficult for all agencies that are just starting out, however the Sierra Madre Police Department has three to four staff members who will be processing the CCW permits. Whereas, other agencies only have one to two people processing the CCW permits.

Council Member Parkhurst asked for clarification on the renewal process and if the individual will have to do a psychological evaluation for the renewal process. Acting Chief Amos responded that the renewal process is basically the same as the application process. However, the individual will not be sent to do a psychological evaluation unless there are any indicators that would make the department choose to send the individual for another psychological evaluation. Council Member Parkhurst would like information on how many firearms an individual can have with a CCW. Acting Chief Amos responded that the department will be allowing three firearms per CCW permit for an individual. If an individual would like to change a firearm on their CCW permit than they can make an amendment to license.

Council Member Goss asked if the personal information of permit holders would be public records or confidential. Acting Chief Amos responded that there may be limited information available to be released to the public, however the information would be referred to the City Attorney for clarification.

Mayor Garcia requested information on the background process and if there are any time limitations on processing the CCW permits. Acting Chief Amos responded that he anticipates it taking approximately six months to process a CCW permit.

Mayor Garcia opened the Public Hearing.

City Clerk Aguilar advised that no e-mails had been received.

Seeing no one else come forward to the podium, Mayor Garcia closed public comment and brought the matter back to Council for discussion and/or a vote.

Mayor Garcia asked for a motion.

Mayor Pro Tem Kriebs made a motion to continue the Public Hearing to a date uncertain for a fee analysis and legal analysis.

Council Member Goss seconded the motion.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs, and Council Members Gene Goss, Kristine Lowe, and Robert Parkhurst

Noes: None.

Absent: None.

Abstain: None.

The motion to continue the Public Hearing to a date uncertain for a fee analysis and legal analysis was approved by unanimous voice vote.

7:25 p.m. Mayor Garcia requested a brief recess

7:32 p.m. the City Council reconvened their meeting

DISCUSSION

1. CONSIDERATION OF AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR A FEASIBILITY STUDY OF 350 W. SIERRA MADRE BOULEVARD TO RETROFIT FOR THE NEW POLICE DEPARTMENT

It is recommended that the City Council award a professional services contract to Dunbar Architecture to proceed with the feasibility study of 350 W. Sierra Madre Blvd., to retrofit for a new police department, in the amount of \$47,595, and allocate another \$30,000 for services outside the Architect's scope.

Public Works Director, Chris Cimino gave the report.

Mayor Garcia brought the matter to the City Council for questions.

Mayor Garcia opened public comment.

Seeing no one else come forward, Mayor Garcia closed public comment.

City Clerk Aguilar advised that no e-mails had been received for this item.

The Mayor brought the matter back to the Council for comments.

Mayor Garcia asked for a motion.

Mayor Pro Tem Kriebs made a motion to approve the Professional Services contract for Dunbar Architecture in the amount of \$47,595 and the allocation of the an additional \$30,000 for service outside of that scope.

Council Member Goss seconded the motion.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs, and Council Members Gene Goss, Kristine Lowe, and Robert Parkhurst
Noes: None.
Absent: None.
Abstain: None.

The motion to approve the Professional Services contract for Dunbar Architecture in the amount of \$47,595 and the allocation of the an additional \$30,000 for service outside of that scope was approved by unanimous voice vote.

2. RECOMMENDATION FOR THE YMCA LEASE RENEWAL COMMUNITY RECREATION CENTER AND AQUATIC CENTER AT SIERRA VISTA PARK

It is recommended that the City Council review and approve changes for the extended lease renewal in partnership between the City and the YMCA of Sierra Madre.

Community Services Manager, Rebecca Silva-Barron gave the report.

Mayor Garcia brought the matter to the City Council for questions.

Mayor Garcia opened public comment.

Seeing no one else come forward, Mayor Garcia closed public comment.

City Clerk Aguilar advised that no e-mails had been received for this item.

The Mayor brought the matter back to the Council for comments.

Mayor Garcia asked for a motion.

Council Member Goss made a motion to approve the YMCA Lease Renewal with edits to the contract in Section 3.2 to read:

ANNUAL REPORT: LESSEE agrees to provide an Annual Report to CITY/LESSOR by September 1st of each year, documenting and informing the City Council of respective programs, including: (1) the number and types of programs offered, (2) attendees per month, (3) staff trainings attended, (4) accident/incident and rescue reports submitted, (5) number of maintenance requests submitted to CITY/LESSOR, (6) number and character of public complaints/input received, and any additional information that CITY/LESSOR or LESSEE deems relevant for the Annual Report. Additionally, a consecutive Annual Report will be presented to the Community Services Commission (CSC) by October 31st providing further anticipated maintenance requests to be performed during the off-peak season.

Council Member Lowe seconded the motion.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs, and Council Members Gene Goss, Kristine Lowe, and Robert Parkhurst
Noes: None.
Absent: None.
Abstain: None.

The motion to approve the YMCA Lease Renewal with the edits made to the contract was approved by unanimous voice vote.

3. REFERENDUM TO REPEAL CITY COUNCIL ORDINANCE No. 1461

It is recommended that the City Council discuss and provide City staff with direction related to the referendum to repeal City Council Ordinance No. 1461.

Deputy City Manager Laura Aguilar gave the report.

Mayor Garcia brought the matter to the City Council for questions.

Mayor Garcia opened public comment.

Pat Alcorn: spoke in opposition of the referendum and asked Council to set a date for the special election as soon as possible.

Robert Gjerde: spoke in opposition of the referendum. Stated the City has lost too much money because of the referendum and asked Council to set a date for a special election.

Seeing no one else come forward, Mayor Garcia closed public comment.

City Clerk Aguilar advised that no e-mails had been received for this item.

The Mayor brought the matter back to the Council for comments.

Mayor Garcia asked for a motion.

Mayor Pro Tem Kriebs made a motion to set the special election for the referendum to repeal City Council Ordinance No. 1461 for May 9, 2023.

Council Member Goss seconded the motion.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs, and Council Members Gene Goss, Kristine Lowe, and Robert Parkhurst

Noes: None.

Absent: None.

Abstain: None.

The motion to set the special election for the referendum to repeal City Council Ordinance No. 1461 for May 9, 2023 was approved by unanimous voice vote.

FUTURE ITEMS:

Council Member Parkhurst would like information on the Library RFP and an update on the Public Safety building.

Council Member Lowe is requesting direction and guidance for the Planning Commissioners regarding the General Plan and how they will be proceeding in their meetings.

ADJOURNMENT:

Mayor Garcia asked for a motion to adjourn the meeting.

Council Member Parkhurst made a motion to adjourn the meeting.

Council Member Goss seconded the motion.

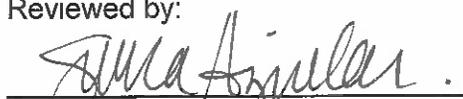
The meeting was adjourned at 9:10 p.m. to a Regular meeting to be held on February 14, 2023.


Edward Garcia, Mayor

Minutes taken and prepared by:


Amber Tardif, Administrative Analyst

Reviewed by:


Laura Aguilar, City Clerk