

**AGENDA
REGULAR MEETING
SIERRA MADRE CITY COUNCIL**

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

Sue Spears, City Treasurer

**Tuesday, April 22, 2025
5:30 pm**

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



The Brown Act provides the public with an opportunity to make public comments at any public meeting; As an alternative, public comment may 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.

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor Parkhurst called the meeting to order at 5:35 p.m. City Clerk Aguilar called the roll.

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

Absent: None.

Also Present: Aleks Giragosian, City Attorney (remote)
Jose Reynoso, City Manager
Miguel Hernandez, Assistant City Manager
Laura Aguilar, Deputy City Manager/City Clerk
Brent Bartlett, Fire Chief
Leila Regan, City Librarian
James Carlson, Senior Management Analyst
Clare Lin, Director of Planning and Community Preservation

PLEDGE OF ALLEGIANCE AND INSPIRATION

Council Member Goss led the audience in the Pledge of Allegiance, then read a poem written by Edgar Albert Guest.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Mayor Parkhurst asked to have Consent C: LETTER OF SUPPORT FOR THE RESTORATION OF FUNDING AND STAFFING FOR THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES pulled for discussion and to be presented immediately after the Consent calendar, before Public Hearings.

Council Member Kriebs made a motion to approve the agenda as amended.

Mayor Pro Tem Lowe seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion to move to approve the agenda as amended was approved by a unanimous voice vote by all Members present.

COUNCIL REPORT OUT FROM CLOSED SESSION

City Attorney Giragosian reported out on the Closed Session held on April 22, 2025 to discuss:

PUBLIC EMPLOYEE APPOINTMENT
Government Code Section 54957

Title: City Manager

City Attorney Giragosian advised that the Council met 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 Parkhurst asked for a motion.

Council Member Goss made a motion to read all ordinances and resolutions by title only and waive the reading in full.

Council Member Kriebs seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion was approved by a unanimous voice vote by all Members present.

APPROVAL OF MEETING MINUTES

Approval of April 8, 2025, Regular City Council meeting minutes.

Mayor Parkhurst asked for suggestions to amend the minutes and asked City Clerk Aguilar if any edits had been submitted by the City Council.

City Clerk Aguilar advised the Council that she had received an e-mail from Mayor Parkhurst correcting the spelling to *Paralympics* from *Para-Olympics*.

Mayor Pro Tem Lowe made a motion to approve the April 8, 2025 City Council meeting minutes as amended.

Council Member Goss seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion to approve the April 8, 2025 City Council meeting minutes, as amended, was approved by a unanimous voice vote by all Members present.

MAYOR AND CITY COUNCIL REPORTS

Reporting of Council Members' activities related to City business.

Council Member Garcia: reported that he attended the Wistaria Festival on April 12 and the April 17 meeting of the San Gabriel Valley Council of Governments.

Council Member Goss: Attended the Planning Commission meeting and attended the Wistaria Festival.

Council Member Kriebs: reported that she attended the Wistaria Festival and was impressed by the display for Earth Day. She also reported having participated in the new City Manager recruitment with Council Member Goss.

Mayor Pro Tem Lowe:

On April 10 attended a meeting with Los Angeles County Sheriff Luna and saw a presentation on Proposition 36, new fentanyl laws, and Smash and Grab laws.

On April 12 she attended the Wistaria Festival and car show

On April 14 she attended a Special meeting of the Library Board.

Mayor Parkhurst:

Attended the April 12 Wistaria Festival. The Mayor also reported that he attended a meeting of the Los Angeles City Selection Committee

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

PUBLIC PARTICIPATION CODE OF CONDUCT

The Council requests that participants refrain from making personal, slanderous, profane, or disruptive remarks. A person who continues to disrupt the orderly conduct of the meeting after being warned by the Mayor or designee to cease the disruption may be precluded from further participation in the meeting. No signs, posters, or other large objects shall be brought into official meeting places if doing so would disrupt, disturb, or otherwise impede the orderly course of the meeting.

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.

Providing Public Comment For Items on the Meeting 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.

Provide Public Comment for Topics not on the Meeting 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.

Providing Public Comment

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

City Clerk Aguilar noted that no e-mails had been received prior to the Council meeting:

Carol Parker, Mariposa – Spoke about contaminated soil in the Eaton Fire burn areas and asked Council to consider holding off on development at the Meadows until the area is deemed safe.

Brandon Stansell, Athens Waste Services – Announced the upcoming compost event on April 26 at Sierra Vista Park.

Seeing no one else come forward, Mayor Parkhurst closed public comment and moved on to Presentations.

PRESENTATIONS

1. **PROCLAMATION TO ONE LEGACY IN RECOGNITION OF ORGAN DONOR MONTH**
Presented to Susan Lesniak, Ambassador for One Legacy
2. **ANNUAL PRESENTATION BY YMCA**
Presented by YMCA Executive Director Kurt Knop
3. **PROCLAMATION IN RECOGNITION OF YMCA FOR EATON FIRE DISASTER RELIEF**
Presented to YMCA Executive Director Kurt Knop and his staff
4. **PRESENTATION BY PUBLIC WORKS ON THE LIBRARY MEANINGFUL IMPROVEMENT PROJECT**
Presented by Senior Management Analyst Carlson, and representatives from Vertex, TSK, and AMG Contractors

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.

CONSENT

Presented by City Clerk Aguilar

- a) **CONSIDERATION OF RESOLUTION 25-24 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 25-24 approving payment of City Warrants in the aggregate amount of \$559,914.22, Sierra Madre Library Warrants in the aggregate amount of \$516,135.34, and Payroll Transfer in the aggregate amount of \$568,014.52; for the Fiscal Year ending June 30, 2025.
- b) **CONSIDERATION OF YMCA LEASE RENEWAL AGREEMENT**
It is recommended that the City Council approve the lease renewal agreement between the City of Sierra Madre and the YMCA for the use of the Aquatic Center and Recreation Center.
- c) ~~**LETTER OF SUPPORT FOR THE RESTORATION OF FUNDING AND STAFFING FOR THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES (IMLS)**~~
~~It is recommended that the City Council approve and sign the proposed letter of support for the restoration of funding and staffing for the Institute of Museum and Library Services (IMLS). It is also recommended that the City Council review and approve the Library Board of Trustee letter, which has already been read, modified, and approved~~

Consent C was pulled for Discussion by Council action.

- d) **CONSIDERATION OF RESOLUTIONS 25-26 AND 25-27 PROCLAIMING THE CONTINUATION OF LOCAL EMERGENCIES CAUSED BY THE EATON FIRE AND CAUSED BY THE 2025 MID-FEBRUARY WINTER STORM**
It is recommended that the City Council adopt Resolutions 25-26 proclaiming the continuation of a local emergency caused by the Eaton Fire; and adopt Resolution 25-27 proclaiming the continuation of a local emergency caused by the 2025 mid-February winter storm.
- e) **CONSIDERATION OF UPDATED PUBLIC HEALTH SERVICES CONTRACT WITH THE COUNTY OF LOS ANGELES**
It is recommended that the City Council approve the Public Health Services Contract with the County of Los Angeles

Mayor Parkhurst asked the Council if they had any questions on any of the Consent items then opened public comment. Seeing no one come forward, the Mayor closed public comment and brought the matter back to Council for a discussion or a motion.

Council Member Goss made a motion to approve Consent items A, B, D, and E.
Council Member Garcia seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion was approved by a unanimous voice vote by all Members present.

Formerly Consent Item C was pulled for Discussion by Council action.

LETTER OF SUPPORT FOR THE RESTORATION OF FUNDING AND STAFFING FOR THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES (IMLS)

It is recommended that the City Council approve and sign the proposed letter of support for the restoration of funding and staffing for the Institute of Museum and Library Services (IMLS). It is also recommended that the City Council review and approve the Library Board of Trustee letter, which has already been read, modified, and approved

This report was presented by City Librarian Regan.

Mayor Parkhurst asked the Council if they had any questions then opened public comment.

Diane Sands – asked the Council to approve sending letters of support restoring funding to the Library.

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

Council Member Goss made a motion to approve sending letters to legislators.

Mayor Pro Tem Lowe seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion was approved by a unanimous voice vote by all Members present.

PUBLIC HEARING

1. CONSIDERATION OF AN ORDINANCE NO. 1482 AMENDING SECTION 5.04.110 (PAYMENT OF FEES) OF CHAPTER 5.04 (BUSINESS LICENSES GENERALLY) OF TITLE 5 (BUSINESS LICENSES AND REGULATIONS)

It is recommended that the City Council conduct a Public Hearing, receive testimony, and consider adopting Ordinance No. 1482 to amend the business license requirements.

This report was presented by Director Lin.

Mayor Parkhurst asked the Council if they had any questions then opened the public hearing for comment. Seeing no one come forward, the Mayor closed public comment and brought the matter back to Council for a discussion or a motion.

Mayor Pro Tem Lowe made a motion to approve the first reading of Ordinance 1482.

Council Member Goss seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion was approved by a unanimous voice vote by all Members present.

2. TENTATIVE PARCEL MAP 24-01, INCLUDING MAP NO. 84653, FOR THE SUBDIVISION OF AN EXISTING PARCEL TO CREATE A NEW RESTRICTED OPEN SPACE PARCEL IN PERPETUITY AT 700 NORTH SUNNYSIDE AVENUE

It is recommended that the City Council hold a public hearing, consider all pertinent testimony, and adopt City Council Resolution 25-23, approving Tentative Parcel Map application 24-01, Map No. 84653. The subdivision is categorically exempt from CEQA pursuant to sections 15301(h) Class 1, Existing Facilities, and 15317 Class 17, Open Space Contracts or Easements, and 15061(b)(3) of the CEQA Guidelines.

This report was presented by Director Lin then asked for Ex Parte disclosures. Seeing none, Mayor Parkhurst asked the Council if they had any questions then opened the public hearing for comment. Seeing no one come forward, the Mayor closed public comment and brought the matter back to Council for a discussion or a motion.

Council Member Goss made a motion to adopt City Council Resolution 25-23, approving Tentative Parcel Map application 24-01, Map No. 84653.

Mayor Pro Tem Lowe seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion was approved by a unanimous voice vote by all Members present.

DISCUSSION

1. CONSIDERATION OF RESOLUTION 25-25 AUTHORIZING AN AMENDMENT TO THE CLASSIFICATION PLAN AND SALARY MATRIX

It is recommended that the City Council adopt Resolution 25-25, which would establish position authority for a new sworn position of Deputy Fire Chief – Community Risk Reduction Officer within the Fire Department.

This report was presented by Assistant City Manager Hernandez and Fire Chief Bartlett.

Mayor Parkhurst asked the Council if they had any questions then opened public comment. Seeing no one come forward, the Mayor closed public comment and brought the matter back to Council for further discussion.

Mayor Parkhurst asked the Council if they had any questions then opened public comment. Seeing no one come forward, the Mayor closed public comment and brought the matter back to Council for a discussion or a motion.

Council Member Garcia made a motion to approve Resolution 25-25, establishing a new sworn position of Deputy Fire Chief – Community Risk Reduction Officer within the Sierra Madr Fire Department.

Council Member Goss seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion was approved by a unanimous voice vote by all Members present.

8:16 Mayor Parkhurst asked for a brief break.

8:22 The City Council reconvened their meeting.

2. YOUTH MEMBERS ON BOARDS AND COMMISSIONS

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

This report was presented by Deputy City Manager Aguilar

Mayor Parkhurst asked the Council if they had any questions then opened public comment. Seeing no one come forward, the Mayor closed public comment and brought the matter back to Council for further discussion.

Direction was provided to staff. No action was taken.

FUTURE ITEMS

Mayor Parkhurst asked if the Council had any suggestions for future agenda items.

Lowe – asked for a report on the impacts of closing the Men's Central Jail.

Lowe – letters of support for Supervisor Barger regarding Prop 36

Hearing no other requests from Council, Mayor Parkhurst adjourned the meeting at 8:40 pm to the next Regular meeting on May 13, 2025 at this same location.

Minutes taken and typed by:

Approved by Council Action:



Laura M. Aguilar
City Clerk



Robert Parkhurst
Mayor

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.

LIVE BROADCASTS

Regular City Council meetings are broadcast 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 Clerk's office at (626) 355-7135 at least 48 hours prior to the meeting.

ADJOURNMENT

The City Council will adjourn to a meeting to take place on May 13, 2025.