

**MEETING MINUTES
REGULAR MEETING
SIERRA MADRE CITY COUNCIL**

*Kelly Kriebs, Mayor
Edward Garcia, Council
Member Gene Goss,
Council Member Kristine
Lowe, Council Member*

Michael Amerio, City Treasurer

**Tuesday, October 8, 2024
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 to attending the meeting in person, public comment may be made by e-mail to PublicComment@CityofSierraMadre.com by 3:00 PM on the day of the meeting. E-mails 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 that 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 Kriebs, Mayor Pro Tem Parkhurst, Council Member Garcia, Council Member Goss, Council Member Lowe

Mayor Kriebs called the meeting to order at 5:36 p.m. City Clerk Aguilar called the roll.

Present: Mayor Kelly Kriebs, and Council Members Edward Garcia, Gene Goss, and Kristine Lowe

Absent: Mayor Pro Tem Parkhurst

Also Present: Jose Reynoso, City Manager
Miguel Hernandez, Assistant City Manager
Laura Aguilar, Deputy City Manager/City
Aleks Giragosian, Deputy City Attorney
Arnulfo Yanez, Public Works Director
James Carlson, Management Analyst
Henry Amos, Police Captain
Planning Manager, Clare Lin

PLEDGE OF ALLEGIANCE AND INSPIRATION

In Council Member Garcia's remarks, he reflected on Kris Kristofferson's life following the artist's recent passing. Council Member Garcia shared his admiration for Mr. Kristofferson, citing his achievements as a country music pioneer and a "Renaissance Man" with a remarkable, diverse life. Council Member Garcia praised Kristofferson's famous songs, including 'Me and Bobby McGee' and 'Sunday Morning Coming Down'.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Mayor Kriebs moved to reschedule Assembly Member Holden's Presentation to the City Council meeting on October 22, 2024.

City Manager Reynoso asked the Council to also remove Consent Item "C" from the agenda for further staff analysis.

The motion to amend the agenda, removing both the Presentation from Assembly Member Holden and Consent Item C was seconded by Council Member Gene Goss.

Mayor Kriebs called for a vote of the Council to approve the agenda as amended:

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

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

APPROVAL FOR READING RESOLUTIONS AND ORDINANCES

Vote of the Council to read all Ordinances and Resolutions by title only and waive the reading in full.

A motion to approve the reading of resolutions and ordinances by title only was made by Council Member Goss.

The motion was seconded by Council Member Garcia.

Mayor Kriebs called for a vote of the Council:

Ayes: Mayor Kriebs, and Council Members Garcia, Goss, and Lowe.
Noes: None.
Absent: Mayor Pro Tem Parkhurst.
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 by all members present.

APPROVAL OF MEETING MINUTES

Approval of the September 10, 2024 City Council meeting minutes.
Approval of the September 24, 2024 City Council meeting minutes.

Council Member Goss and Garcia noted within the September 10, 2024 City Council meeting minutes, Trustee Sands and Commissioner Krok's last names were misspelled.

City Clerk Aguilar stated that corrections to the September 10, 2024 Council meeting minutes were made.

Council Member Lowe made a combined motion to approve the meeting minutes as amended.

The motion was seconded by Council Member Goss.

Mayor Kriebs called for a vote of the Council.

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

The motion to approve the meeting minutes as amended was passed by all members present.

MAYOR AND CITY COUNCIL REPORTS

Reporting of Council Members' activities related to City business.

Council Member Lowe: Council Member Lowe reported that on September 26, she attended a webinar by Civic Pulse, which discussed communication between residents, elected officials, and cities. She shared the findings with city management and staff to improve communication efforts. She also completed her mandatory ethics training on October 2. The Planning Commission meeting scheduled for October 3 was canceled. On October 5, she attended the 15th Annual Friends of the Library wine tasting, celebrating her eighth anniversary at the event, which she appreciated for its intimate atmosphere. Finally, on October 8, she attended the Public Safety Measure forum organized by Kiwanis.

Council Member Goss: reported that on September 25, the transportation subcommittee met and made significant progress towards finalizing the routes for the new transportation service that will operate within and outside the city. A decision is expected after one more meeting, which is scheduled for the following day.

On Saturday, Council Member Goss participated in the community bike ride, where he rode an e-bike provided by the San Gabriel Valley GOSGV program. He praised the experience, noting the benefits of e-bikes, particularly in hilly areas like Sierra Madre, and thanked city staff and officers for organizing the well-attended event and ensuring traffic safety.

Goss also attended the Friends of the Library wine tasting event and commented on how wonderful the occasion was.

Council Member Garcia: On October 3rd, Council Member Garcia attended the Senior Community Commission meeting, where the Kensington gave a presentation on a new program aimed at educating public safety officials, city staff, elected officials, and residents on how to better communicate with individuals experiencing memory issues. The program will initially be held quarterly, with the potential for more frequent sessions if needed. The goal is to help first responders and others improve their interactions with memory care patients throughout the community, not just at the Kensington. The Kensington is offering this program free of charge. On October 5th, Garcia also attended the Friends of the Library wine-tasting event and echoed previous sentiments about how enjoyable the occasion was. Additionally, he attended the Measure PSE forum organized by the Kiwanis on October 8th.

Mayor Kriebs: Mayor Kelly Kriebs provided an update on her recent activities and made several important announcements. She attended a sanitation district meeting and a Natural Resource Commission meeting on September 26, where a new commissioner was welcomed, and an appeal was discussed concerning tree removal at a construction site on Carter. She also presented a 100th birthday certificate to Mr. Wong, a Kensington resident and veteran whose wartime photos will be featured in a Seattle gallery. Additionally, she participated in the ethics training online and attended several community events, including a bike ride, wellness fair, and the Friends of the Library wine tasting.

Mayor Kriebs made several announcements:

- **October 11:** Caregiver workshop at the library at 10 a.m., teaching infant CPR, with spots available by reservation.
- **October 12:** A walking book discussion at 9 a.m., the annual Pumpkin Smash event at 4 p.m., and a town hall meeting at City Hall at 6 p.m. on the Public Safety Special Tax Measure.
- **October 14:** Fire Prevention Festival from 10 a.m. to 1 p.m. at the fire department, featuring interactive booths, games, and the fuel reduction goats.
- **October 25:** Halloween events kickoff with a movie night at Memorial Park, showing *Hocus Pocus* at dusk.

She also announced an ongoing outdoor irrigation controller retrofit program offering free upgrades and inspections to improve water efficiency.

PUBLIC PARTICIPATION CODE OF CONDUCT

Your participation is welcomed and invited at all City Council meetings. 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 the Council Chambers or other 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 comments 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 designated comment period. 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, but the matter may be referred to staff or to a subsequent meeting.

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 from the podium during the appropriate time on the agenda and should not be construed as an opportunity for dialogue.

Mayor Kriebs opened the meeting for public comment on non-agenda items.

David Gordon: David Gordon from the Sierra Madre Playhouse highlighted the venue's transformation into a performing arts center, with 7,000 visitors this year, 40% of whom were new. The Playhouse hosted 140 performances and plans 160 next year. Current events include *Pasta with Music*, special nights for the Latino community, silent films, and a Dolly Parton tribute for Christmas. The Playhouse aims to boost local businesses by attracting more visitors to downtown Sierra Madre.

Joanna Gonzales: Joanna Gonzales, a Sierra Madre resident, expressed concerns about the safety of crosswalks, particularly for children. She highlighted the effectiveness of crosswalks with flashing beacon lights and noted that many without them have led to near-miss incidents. Gonzales shared a personal story of her son almost being hit and questioned if budgetary issues are why some crosswalks lack these safety measures. She sought guidance on how to propose improvements.

Seeing no one else come forward, Mayor Kriebs closed public comment for items not on the agenda.

PRESENTATIONS

~~1. ASSEMBLY MEMBER CHRIS HOLDEN (41st ASSEMBLY DISTRICT) TO PRESENT THE STATE OF THE DISTRICT~~ *moved to a future meeting*

2. **PRESENTATION FROM SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS ON FISCAL YEAR 2023/2024 REGIONAL OPERATIONS AND ACCOMPLISHMENTS**

Presented by San Gabriel Valley Council of Governments (SGVCOG) Representatives Natalie Arreaga and Sam Pedersen.

Provided an update on several programs and highlighted key accomplishments, including grade separation projects, food recovery hubs, and affordable housing developments. He

also discussed fire preparedness initiatives for cities like Sierra Madre.

3. PROCLAMATION IN RECOGNITION OF CYBER SECURITY AWARENESS MONTH

Presented to IT Manager, Oscar Millan

IT Manager Oscar Millan received the proclamation from Mayor Kriebs, recognizing Cybersecurity Awareness Month, emphasizing the growing importance of cybersecurity for municipal governments. He highlighted the city's efforts to protect critical infrastructure, including public safety and financial data, from cyber threats. Additionally, he shared that the IT department submitted a \$250,000 grant application to Cal-OES to strengthen the city's cybersecurity posture. Mr. Millan thanked staff, particularly Christian Delgado, for their contributions to cybersecurity efforts.

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 24-59 APPROVING CERTAIN DEMANDS

It is recommended that the City Council approve Resolution 24-59 approving payment of City warrants in the aggregate amount of \$335,873.54; Sierra Madre Library warrants in the aggregate amount of \$3,372.83; and payroll transfer in the aggregate amount of \$594,323.93; for the fiscal year ending June 30, 2025.

b) APPROVAL OF AMENDMENT No. 1 EXTENSION OF SERVICES FOR THE PROFESSIONAL SERVICES AGREEMENT FOR JANITORIAL SERVICES TO RELIABLE BUILDING MAINTENANCE, IN THE AMOUNT NOT TO EXCEED \$50,200 FOR THE REMAINDER OF THE FISCAL YEAR 2024/25.

It is recommended that the City Council approve Amendment No.1, extending janitorial services to Reliable Building Maintenance in an amount not exceeding \$50,200 for the remainder of the fiscal year 2024/25.

~~c) AWARD OF A CONSTRUCTION CONTRACT FOR THE 2024-25 WATER MAIN REPLACEMENT PROJECT TO BIG BEN INC, IN AN AMOUNT NOT TO EXCEED \$922,500.00~~ *moved to a future meeting*

d) CONSIDERATION OF RESOLUTION 24-60 APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS WITH THE STATE DEPARTMENT OF PARKS AND RECREATION

It is recommended that the City Council approve the California State Parks Department's Office of Grants and Local Services (OGALS) Authorizing Resolution 24-60, which approves the filing of all application packets associated with the contract for Prop 68 Per Capita Grant funding.

e) CANCELLATION OF BOTH REGULAR CITY COUNCIL MEETINGS ON NOVEMBER 26, 2024 AND DECEMBER 24, 2024

It is recommended that the City Council approve the cancellation of both the regular City Council meeting on November 26, 2024, and December 24, 2024, respectively, and direct staff to pay all necessary expenses during that time.

Mayor Kriebs opened Public Comment for Consent items.

Seeing no one come forward, Mayor Kriebs brought the matter back to the City Council for further discussion and/or a motion.

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

Council Member Lowe seconded the motion.

Mayor Kriebs called for a vote of the Council

Ayes Mayor Kriebs, Mayor Pro Tem Parkhurst, Council Members Garcia, Goss, and Lowe

Noes: None.

Absent: Mayor Pro Tem Parkhurst.

Abstain None.

The motion to approve Consent Items A, B, D, and E , was approved by a unanimous voice vote by all members present.

PUBLIC HEARING

1. CONSIDERATION OF RESOLUTION 24-62 CONFIRMING PUBLIC NUISANCE ABATEMENT EXPENSES AND AUTHORIZING CITY STAFF TO RECORD A SPECIAL ASSESSMENT AND/OR LIEN AGAINST THE PROPERTY LOCATED AT 737 ALTA VISTA DRIVE IN SIERRA MADRE, CALIFORNIA TO RECOVER THE CITY'S PUBLIC NUISANCE ABATEMENT EXPENSES

It is recommended that the City Council conduct a public hearing, receive testimony and approve Resolution 24-62 confirming public nuisance abatement costs and authorizing the City to record a special assessment and/or lien against the property located at 737 Alta Vista Drive to recover expenses.

City Attorney Aleks Giragosian gave the report.

Mayor Kriebs opened the Public Hearing for comment.

Seeing no one come forward, Mayor Kriebs asked for a motion.

Council Member Goss made a motion to approve Resolution 24-62 confirming public nuisance abatement expenses and authorizing city staff to record a special assessment and/or lien against the property located at 737 Alta Vista Drive in Sierra Madre, California to recover the city's public nuisance abatement expenses

Council Member Lowe seconded the motion.

Mayor Kriebs called for a vote of the Council

Ayes Mayor Kriebs, Mayor Pro Tem Parkhurst, Council Members Garcia, Goss, and Lowe

Noes: None.

Absent: Mayor Pro Tem Parkhurst.

Abstain None.

The motion to approve Resolution 24-62 was adopted by a unanimous voice vote by all Council Members present.

2. ANNUAL REVIEW OF CONDITIONAL USE PERMIT 22-03 (CUP 22-03) FOR PRIVATE RENTAL EVENTS AND FILMING AT THE VILLA DEL SOL D'ORO LOCATED WITHIN THE ALVERNO HEIGHTS ACADEMY CAMPUS ADDRESSED AT 200 NORTH MICHILLINDA AVENUE

It is recommended that the City Council conduct an annual review of Conditional Use Permit 22- 03 permitting the use of the Villa Del Sol d'Oro (Villa) for-profit special events pursuant to adopted City Council Resolution 24-29 and consider all pertinent materials and testimonies.

Planning Manager, Clare Lin gave the report.

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

Mayor Kriebs opened the Public Hearing for comment.

City Clerk Aguilar advised that e-mails have been received from 16 people for Public Comment and have been forwarded to Council for review.

Mayor Kriebs opened the Hearing to receive testimony.

Bob Spears, Former Planning Commissioner: criticized Alverno School for ongoing noise and disruption, urging the council not to grant leniency.

Keith Stephens, W. Grandview: criticized the school for its lack of harmony with the neighborhood, citing years of code violations and noise from events like weddings. He argued that the financial benefits to the institution come at the expense of neighbors' peaceful enjoyment and called for change.

Kristin Stephens, W. Grandview: raised concerns about a noisy gate at Alverno School that has disturbed residents for years, citing a lack of response from the school. She also highlighted issues with cars leaving after 10 p.m. and expressed frustration with the school's finances and lack of engagement with neighbors.

Leesa Puleo, W. Highland: expressed concerns about discrepancies in police call reports and event counts at Alverno School, with neighbors counting 23 events from May to November. She also noted

ongoing violations, such as people leaving after 10:30 p.m. and the school failing to provide detailed event notifications as required.

Joanne Harabedian, Alverno Headmaster: asked the Council to focus on events from May 2024 onward, noting that Alverno has followed agreed-upon guidelines. She addressed concerns about the gate, stating it isn't a major noise issue. Harabedian emphasized the importance of preserving the Villa, a historic landmark, and expressed concern that limiting events would harm funding necessary for its upkeep.

Collen Thomas, Wilson St.: raised concerns about noise from a loose plate at the gate during events. She mentioned that as a renter, she doesn't receive notices about meetings and emphasized the overall burden of events, urging the council not to allow more.

Andrea Bertollini, Alverno Heights Facilities Director: testified that for most events, there is a monitor present, though it's not required. She claimed that changes had been made regarding the exit routes, with the Highland gate no longer used for exits and the Michillinda gate now being the main exit, which is locked with a chain at night.

Mayor Kriebs closed Public Comment and brought the matter to Council for discussion.

Mayor Kriebs allowed testimony from applicants Joanne Harabedian, Andrea Bertollini, and Julie Dyer Lopez, Alverno Heights Academy representatives.

Mayor Kriebs brought the matter back to the Council for further discussion and a motion.

Council discussed that all events should be considered, whether they are income-generating events or not. It was also decided that Alverno events should be increased from 13 to 20 events and Council will re-evaluate conditions in March 2025 for potential event increases.

City Attorney Giragosian asked the Council to confirm his understanding of their direction to Alverno Heights. Specifically that noticing requirements shall be provided to all residents, not just the property owners; and Alverno shall repair the gates using rubber-coated cables to reduce the noise on the gates, as well as replacing the plates on the gate.

Based on Council's discussion, City Attorney Giragosian advised that Council could consider a motion similar to:

In Section 11 of the CUP, strike the second sentence and replace it with "The City Council will conduct a Public Hearing within 6 months of the effective date of the CUP and annually thereafter"; and striking references to the Planning Commission's review.

Mayor Kriebs asked what the effective date would be and City Attorney Giragosian responded that it would be October 8, 2024.

City Attorney Giragosian also suggested that the motion may include an amendment to 1.1 of the Temporary Use Conditions to state: a total of no more than 20 rental events in calendar year 2025 may be held., striking the previous limitation of 13 events.

Council Member Lowe moved that Alverno's noticing requirements shall be provided to all residents, not just the property owners; and Alverno shall repair the gates using rubber-coated cables to reduce the noise on the gates, as well as replacing the plates on the gate.

In Section 11 of the CUP, strike the second sentence and replace it with "The City Council will conduct a Public Hearing within 6 months of the effective date of the CUP and annually thereafter"; and striking references to the Planning Commission's review.

City Attorney Giragosian also suggested that the motion include an amendment to 1.1 of the Temporary Use Conditions to state: a total of no more than 20 rental events in calendar year 2025 may be held., striking the limitation of 13 events.

The motion was seconded by Council Member Goss.

Mayor Kriebs asked for a vote of the Council:

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

FUTURE ACTION ITEMS:

6-Month CUP Review for Alverno Heights: Mayor Kriebs requested that Council re-evaluate the CUP in March 2025

Crosswalk Analysis: Council Member Goss requested an analysis of the crosswalks, especially those with issues mentioned by a resident. This includes evaluating existing technology, looking into possible improvements, and considering the Police Chief’s updates on crosswalk safety operations.

Wildlife Interaction Mitigation: Council Member Lowe proposed firming up the city’s approach to dealing with wildlife interaction, especially in vacant or uninhabited structures. She suggested introducing measures to prevent wildlife from inhabiting crawl spaces or vacant homes, with an emphasis on education be

ADJOURNMENT:

Mayor Kriebs asked for a motion to adjourn the meeting.

Council Member Goss made a motion to adjourn the meeting.

Council Member Garcia seconded the motion.

Mayor Kriebs asked for a vote of the Council:

Ayes Mayor Kriebs, Mayor Pro Tem Parkhurst, Council Members Garcia, Goss, and Lowe

Noes: None.

Absent: Mayor Pro Tem Parkhurst.

Abstain None.

The meeting was adjourned at 8:41pm to a Regular meeting to be held on June 11, 2024.



Mayor Kelly Kriebs

Minutes taken and prepared by:



Eric Lozick
Administrative Analyst

Reviewed and edited by:



Laura Aguilar
City Clerk