

**MINUTES
REGULAR MEETING
SIERRA MADRE CITY COUNCIL**

**Tuesday, September 9, 2025
5:30 pm**

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



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

Sue Spears, City Treasurer

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@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.

The meeting will be streamed live on the City's website at sierramadrecal.gov, 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 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.

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor Parkhurst called the meeting to order at 5:31 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: Michael Bruckner, City Manager
Aleks Giragosian, City Attorney
Miguel Hernandez, Assistant City Manager
Laura Aguilar, City Clerk
Gustavo Barrientos, Police Chief
Joshua Wolf, Senior Planner
Gregory Silva, Code Enforcement Officer
Leila Regan, City Librarian
Arnulfo Yanez, Director of Public Works
James Carlson, Senior Analyst
Oscar Millan, IT Manager

PLEDGE OF ALLEGIANCE AND INSPIRATION

Mayor Parkhurst led the audience in the pledge of allegiance then reflected on the meaning of Labor Day.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Mayor Parkhurst asked for a motion to amend the agenda or approve as presented.

Council Member Garcia requested Consent Item D pulled from the Consent Calendar to be discussed as Discussion Item 1.

Mayor Pro Tem Lowe made a motion to amend the agenda as requested.

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 agenda as amended was approved by a unanimous voice vote by all Members present.

REPORT OUT FROM CLOSED SESSION

No Close Sessions were scheduled since the City Council adjourned on August 26, 2025.

APPROVAL OF MEETING MINUTES

Approval of August 26, 2025 City Council Regular Meeting minutes.

Mayor Parkhurst asked for a motion regarding the August 26, 2025 Regular Meeting minutes.

Council Member Goss made a motion to approve the August 26, 2025 Regular Meeting minutes as presented.

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 approve the meeting minutes as presented was approved by a unanimous voice vote by all Members present.

Mayor Parkhurst then continued the meeting to discuss the reading of resolutions and ordinances.

APPROVAL FOR READING RESOLUTIONS AND ORDINANCES

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

Mayor Parkhurst asked for a motion.

Council Member Garcia made a motion to approve the reading of ordinances and resolutions by title only.

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 to approve the reading of ordinances and resolutions by title only 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 Goss:

Did not have any new updates since the City Council last met.

Council Member Kriebs:

Reported that she attended a meeting of the San Gabriel Valley Council of Governments 2028 Olympics and Paralympics Ad Hoc Committee.

Council Member Garcia:

Reported that he was not able to attend the most recent Sierra Madre Chamber of Commerce meeting and Senior Community Commission. He plans to meet with Chamber President Cimino for an update. Council Member Garcia also announced that the Senior Community Commission selected Stephen Heydorff as the new Chair for the Commission and Mary Carney is the new Vice-Chair.

Mayor Pro Tem Lowe:

August 21, 2025, Mayor Pro Tem Lowe reported that she attended a meeting with the residents on Woodland Drive to discuss alternatives for the removal of a tree.

September 2, 2025 she attended a meeting of the Sierra Madre Fire Safe Council. They are looking for Block Leaders. Contact the Fire Safe Council if you are interested in joining the group.

September 9, 2025 attended a meeting on Building Fire Adaptive Communities in conjunction with Cal Cities.

Mayor Parkhurst:

Reported that he attended a meeting of the Clean Power Alliance on August 27;
On September 3, 2025 he attended a meeting of the San Gabriel Valley Council of Governments Energy, Environment, and Natural Resources Committee;
He attended the September 4th Clean Power Alliance Board meeting.

PUBLIC PARTICIPATION CODE OF CONDUCT

The City 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 City Council will listen to the public on any item on the agenda. In addition, the City 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, the City 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 City Council shall occur during the appropriate time on the agenda and should not be construed as an opportunity for dialogue.

Mayor Parkhurst opened the podium for public comment on items not on the agenda. City Clerk Aguilar announced that no e-mails were received for items not on the agenda.

1. Joe Reid, 245 W. Sierra Madre Blvd., Asked for an update to the Gateway Coach
2. Leila Regan, City Librarian, announced upcoming Library events.
3. Carolyn Lanyi, 181 E. Montecito Ave; shared her frustration with frequent power outages
4. Linda Comstock, 292 W. Montecito Ave; commented on the excessive power outages and asked how many power outages have occurred in the last 2 years.
5. Judy Webb-Martin, 93 W. Mira Monte; upset with the impacts of the frequent power outages. Her sister is on 24-hour oxygen and the outages put her at risk.
6. Alba Uribe, 50 E. Highland Ave; expressed her concerns with the frequent power outages. She works from home and the power outages create problems for her.
7. Todd Conrad, 561 Foothill; shared his experience with power resets. The recent outages are unreasonable.
8. Diego Arias, proposed accessibility parking and a shuttle system for hikers going to Chantry Flats Recreation area on Fridays, Saturdays, and Sundays.

Mayor Parkhurst closed public comment and moved on to presentations.

PRESENTATION

1. **PROCLAMATION IN RECOGNITION OF CALIFORNIA'S 175TH STATEHOOD ANNIVERSARY**
The proclamation was presented to Adriana Perez, Field Representative, for State Assembly Member John Harabedian (41st District)
2. **FUNDRAISING UPDATE FROM SIERRA MADRE LIBRARY FOUNDATION**
Sierra Madre Library Foundation Chair Rob Stockly provide an update on fundraising efforts.
3. **UPDATE FROM SOUTHERN CALIFORNIA EDISON**
Southern California Edison Government Relations Manager Connie Turner provided an update on their service.
4. **SIERRA MADRE POLICE DEPARTMENT REPORTED BEAR ACTIVITY UPDATE**
Police Chief Barrientos provided the City Council with an update on local bear intrusions and bear-related calls for service.

At the conclusion of the presentations, Mayor Parkhurst moved onto Action Items. City Clerk Aguilar read the following reports:

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

- a) **RESOLUTION 25-50 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council adopt Resolution 25-50 ratifying payment of City Warrants in the aggregate amount of \$690,436.06, Sierra Madre Library Warrants in the aggregate amount of \$7,049.78, and Payroll Transfer in the aggregate amount of \$607,221.90, for the Fiscal Year ending June 30, 2025 and June 30, 2026.
- b) **TREASURER'S REPORT FOR QUARTER ENDING JUNE 30, 2025**
It is recommended that the City Council receive and file this informative report.
- c) **CODE ENFORCEMENT FISCAL YEAR 2024/2025 ANNUAL REPORT**
It is recommended that the City Council receive and file this informative report.

d) ~~RESOLUTION 25-51 DESIGNATING STREETS TO BE INCLUDED IN THE FISCAL YEAR 2025-26 STREET REHABILITATION PROGRAM~~

~~It is recommended that the City Council adopt Resolution No. 25-51, approving a list of projects for Fiscal Year 2025-26 to be funded by SB 1: The Road Repair and Accountability Act (RMRA) of 2017, as required by State law.~~

Item d was pulled for discussion by Council action.

e) ORDINANCE No. 1484 AMENDING SECTION 17.60.056 (“DISCRETIONARY DEMOLITION PERMIT”) OF CHAPTER 17.60 (“VARIANCES AND DISCRETIONARY PERMITS”) OF TITLE 17 (“ZONING”) OF THE SIERRA MADRE MUNICIPAL CODE

It is recommended the City Council conduct its second reading and adopt Ordinance No. 1484 amending section 17.60.056 (“Discretionary Demolition Permit”) of Chapter 17.60 (“Variances and Discretionary Permits”) of Title 17 (“Zoning”) of the Sierra Madre Municipal Code (“Code”), by title only, waiving further readings.

f) AUTHORIZATION TO EXECUTE AN AGREEMENT WITH RINGCENTRAL FOR UNIFIED COMMUNICATIONS SERVICES (SOURCEWELL CONTRACT 120122-RNG)

It is recommended that the City Council authorize the City Manager to execute a three-year agreement with the option to renew annually thereafter under Sourcewell Contract 120122-RNG, or any subsequent Sourcewell contract awarded to RingCentral with RingCentral, Inc. for cloud-hosted unified communications services at a contract value of \$83,909.16 over the Initial Term, plus applicable taxes and regulatory fees; and authorize the City Manager to execute amendments to add, change, or remove licenses, numbers, and related services as operational needs require.

g) RESOLUTION No. 25-52 DIRECTING THE SALE OF PROPERTY LOCATED AT 487 WOODLAND DRIVE, SIERRA MADRE, CALIFORNIA 91024

It is recommended that the City Council adopt Resolution 25-52 directing the sale of property located at 487 Woodland Drive, Sierra Madre, California 91024, pursuant to Government Code sections 37350-37351.

At the conclusion of City Clerk Aguilar's report, Mayor Parkhurst brought the matter to the City Council for questions then opened the topic for public comment. City Clerk Aguilar noted for the record that no e-mails had been received prior to the City Council meeting.

Seeing no one come forward, Mayor Parkhurst closed Public Comment and brought the discussion back to Council.

Mayor Parkhurst asked the Council for a motion.

Council Member Garcia made a motion to approve Consent A-C and E-G as presented.

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.

Consent Items Consent A-C and E-G were approved by majority voice vote.

DISCUSSION

Consent Item d was pulled for discussion by Council action

d) RESOLUTION 25-51 DESIGNATING STREETS TO BE INCLUDED IN THE FISCAL YEAR 2025-26 STREET REHABILITATION PROGRAM

It is recommended that the City Council adopt Resolution No. 25-51, approving a list of projects for Fiscal Year 2025-26 to be funded by SB 1: The Road Repair and Accountability Act (RMRA) of 2017, as required by State law.

City Council asked questions about SB1 pertaining to timelines, deadlines, how streets are identified for rehabilitation, and the robust public input process. Public Works Director Yanez provided responses to the City Council.

At the conclusion of Director Yanez's report, Mayor Parkhurst opened the topic for public comment. City Clerk Aguilar noted for the record that no e-mails had been received prior to the City Council meeting.

Seeing no one come forward, Mayor Parkhurst closed Public Comment and brought the discussion back to Council. The City Council discussed implementing a project management system to provide a strategic plan to identify repairs. Hearing no additional discussion from the City Council, Mayor Parkhurst asked for a motion.

Mayor Pro Tem Lowe made a motion to adopt Resolution 25-51.

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.

At this time Mayor Pro Tem Lowe made a motion to have the City Council move up the discussion on pedestrian safety near Sierra Madre Elementary School.

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.

1. REPORT, DISCUSSION, AND DIRECTION ON SCHOOL PEDESTRIAN SAFETY ENHANCEMENTS

It is recommended that the City Council receive this report and provide direction on next steps to improve traffic and pedestrian safety near Sierra Madre Elementary School, particularly at the intersection of Highland Avenue and Auburn Avenue.

Police Chief Barrientos presented the report to Council. Afterwards, Mayor Parkhurst brought the matter to the City Council for questions.

Mayor Parkhurst opened the podium for public comment.

City Clerk Aguilar announced for the record that one e-mail had been received in advance of the City Council meeting from Cindi Carter. City Clerk Aguilar called the names from the speaker cards, in the order in which they were received:

Ashlee Dilsaver Shauer: highlighted her safety concerns at Sierra Madre Elementary School

Sharon Cartagena, 81 Auburn: shared her concerns with distracted drivers and described chaotic traffic conditions.

Caitlin Wolfe, Laurel: shared her concerns with safety and traffic congestion around the school

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

City Council directed the City Manager to engage with Pasadena Unified School District for discussion on a Memorandum of Understanding for a cost-sharing agreement with crossing guards at both Sierra Madre Elementary School and Sierra Madre Middle School; and return to the September 23rd City Council meeting with budget considerations for signage and traffic control measures.

8:38 pm at this time Mayor Parkhurst called for a brief recess.

8:45 pm the City Council reconvened their meeting

2. ORDINANCE No. 1485 UPDATING SIERRA MADRE MUNICIPAL CODE CHAPTER 15.60 "WATER EFFICIENT LANDSCAPE ORDINANCE" ADDING REGULATIONS FOR THE INSTALLATION OF ARTIFICIAL TURF

It is recommended that the City Council introduce Ordinance No. 1485 and direct staff to return to a future meeting for adoption.

Management Analyst Carlson presented the report to Council. Afterwards, Mayor Parkhurst brought the matter to the City Council for questions.

Mayor Parkhurst opened the podium for public comment.

City Clerk Aguilar announced that three e-mails were received in advance of the City Council meeting from:

Jim and Martha Walsworth

Andrew Schneider

Bobby Leary

Seeing no one come forward, Mayor Parkhurst closed public comment and brought the matter back to Council for further discussion.

The City Council directed staff to return to a future meeting with a resolution that discourages the installation of artificial turf; and defining the use of artificial turf to be counted as new impervious surfaces for the calculation of L.I.D.S.

Council Member Goss made a motion to have staff return to a future meeting with a resolution that discourages artificial turf and addresses L.I.D.S.

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 carried.

Mayor Parkhurst continued the meeting to the next discussion item.

3. REPORT, DISCUSSION, AND DIRECTION REGARDING AMENDMENTS TO SIERRA MADRE MUNICIPAL CODE CHAPTER 17.72 (SIGNS)

It is recommended that the City Council receive the report and provide direction to staff regarding the policy issues identified in this report.

City Attorney Giragosian presented the report to Council, concluding his presentation by asking if the Council was desirous of having regulations regarding murals.

The City Council discussed Issue 2 of the staff report: Regulation of Murals. Afterwards, Mayor Parkhurst opened the podium for public comment. Seeing no one come forward, Mayor Parkhurst closed public comment and brought the matter back to the City Council for discussion.

Council Member Kriebs made a motion to direct staff to not address this issue.

Mayor Pro Tem Lowe seconded the motion.

City Council provided staff with the following direction:

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 carried.

Mayor Parkhurst moved onto Issue 3: Regulation of Election and Political Signs. City Attorney Giragosian presented an update to the latest legislation regarding election and political signs. The City's current ordinance would not withstand scrutiny if challenged.

Council Member Goss made a motion to eliminate bond and time requirements for political signs.

The motion was seconded by Council Member Garcia.

The City Council discussed other sign requirements. Subsequently Council Member Goss withdrew his motion.

Mayor Pro Tem Lowe made a motion to remove SMMC 17.72.030(K) and SMMC 17.72.030(L). The motion was not seconded.

Mayor Kriebs expressed that she would rather have this discussion go to the Planning Commission with direction from the City Council.

Mayor Parkhurst made a motion to remove restrictions on election and political signs and have the Planning Commission provide an analysis and recommendation regarding the number of signs.

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 carried.

The City Council then moved on to Issue 1: Regulation of Signs in the Right-of-Ways

City Attorney Giragosian suggested that the City Council provide direction to the Planning Commission to define "parkway" and "right-of-way."

Mayor Pro Tem Lowe made a motion to that effect.

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 carried.

Mayor Parkhurst continued the meeting, asking Council if they would like to add any items to future meetings.

FUTURE ITEMS

Council Member Goss: discuss the installation of a Public Works project management software

Council Member Garcia: look into upgrading Microsoft Office 2016 to Office 365.

Mayor Parkhurst: identify automation opportunities; a *Power Ready* presentation from the Clean Power Alliance, a presentation from Southern California Edison

Hearing no other requests from Council, Mayor Parkhurst asked for a motion to adjourn the meeting.

Council Member Kriebs made a motion to adjourn the meeting.

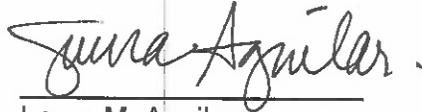
Council Member Goss seconded the motion to adjourn.

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 adjourn the meeting to the next Regular meeting on September 23, 2025 at this same location was approved by all Members at 9:54 pm.

Minutes taken and typed by:



Laura M. Aguilar
City Clerk

Approved by Council Action:



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 sierramadreca.gov.

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 its Regular Meeting on Tuesday, September 23, 2025.