



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

**Tuesday, November 8, 2022 - 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](mailto: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](http://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](http://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 5:35p.m. City Clerk Aguilar called the roll.

Present: Mayor Gene Goss, Mayor Pro Tem Edward Garcia, and Council Members Rachelle Arizmendi, Kelly Kriebs, 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  
Hillary Guirola-Leon, Finance Director  
Chris Cimino, Public Works Director  
James Carlson, Management Analyst  
Amber Tardif, Deputy City Clerk

**PLEDGE OF ALLEGIANCE AND INSPIRATION**

Council Member Arizmendi led the Pledge of Allegiance. Encouraged everyone to vote and thanked all those that already voted.

**APPROVAL OF MEETING AGENDA**

Vote of the City Council to proceed with City business.

Council Member Parkhurst made a motion to approve the agenda as presented.

The motion was seconded by Council Member Kriebs.

Mayor Goss called for a roll call vote of the Council:

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

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

**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 Goss asked for a motion.

A motion to approve the reading of resolutions and ordinances was made by Council Member Kriebs. The motion was seconded by Council Member Arizmendi.

Mayor Goss called for a vote of the Council.

Ayes: Mayor Gene Goss, Mayor Pro Tem Edward Garcia, and Council Members Arizmendi, Kriebs, and 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.

**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 to discuss three items.

Council discussed employee performance evaluation of City Manager Jose Reynoso with no reportable action.

Council discussed employee performance evaluation of City Attorney Aleks Giragosian with no reportable action.

Council discussed one item of existing litigation of Susan Neuhausen v. Laura Aguilar, et al. case. Pursuant to Government code section 54957.1(a)(3), the City Council voted unanimously to approve the settlement agreement to resolve all claims in the Neuhausen matter.

City Attorney Giragosian presented a PowerPoint to provide settlement agreement terms. The PowerPoint was uploaded to the City’s website for public access and transparency.

**APPROVAL OF MEETING MINUTES**

Approval of October 25, 2022 City Council meeting minutes.

Mayor Goss called for a motion to approve the minutes.

A motion to approve the minutes as presented was made by Council Member Arizmendi.

The motion was seconded by Mayor Pro Tem Garcia.

Mayor Goss called for a vote of the Council.

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

Approval of September 13, 2022 City Council meeting minutes.  
Approval of September 15, 2022 City Council Special meeting minutes.

Mayor Goss 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 Kriebs.

Mayor Goss called for a vote of the Council.

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

The motion to approve the minutes of the Council meetings September 13, 2022, September 15, 2022, and October 25, 2022 were approved by unanimous voice vote.

## **MAYOR AND CITY COUNCIL REPORTS**

Reporting of Council Members' activities related to City business.

Council Member Kriebs: attended the Planning Commission meeting last week and commended Associate Planner Wolf for identifying a gap in the Sierra Madre Municipal Code regarding setbacks and roof pitches.

Council Member Parkhurst: attended the Natural Resources Committee meeting on October 19, 2022. The solar panels are connected as of October 13, 2022. The Commission discussed the Climate Action List and refining it. Management Analyst Carlson is applying to UC Berkley for a Mobility Study for the City. Attended three Clean Power Alliance meetings with no report. Mentioned he stopped by the CERT Training and congratulated Pat Alcorn for a successful training. Attended two Monrovia City Council meetings, they voted 5-0 on November 1, 2022 to join the CPA. City of Monrovia is one of three new members joining the Alliance in January 2023.

Council Member Arizmendi: spoke on the power outages today. Asked Staff to ask SCE to provide a response to the outages.

Mayor Pro Tem Garcia: Senior Community Commission meeting was cancelled. Attended the Ribbon cutting at Dapper Field for turf infield. Community members came together and raised funds for the field, no City funds were used for the turf infield.

Mayor Goss: attended the County Sanitation District meeting where they mentioned they are seeing an uptick in influenza. Halloween festivities were great thanks to the Community Services Department, Civic Club, Police Department, and the Volunteers. Attended the Ribbon cutting at Dapper Field and also mentioned the funds were privately raised.

Expected vacancy on the Planning Commission. Contact the City Clerk's office for information.

## **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 Goss opened the meeting for public comment on items not on the agenda.

Glenn Lambdin: thanked all of the Council Members for their hardwork. Asked Council to please address the bear situation in the schools and provide information on who to contact and how to proceed if a bear is sighted on campus. He stated, there is a need for more than bear proof containers as public safety is a priority.

Veronica Vasquez: spoke in her capacity as President of Sierra Madre Women’s Club and the need to raise \$500,000 campaign funds. Asked for support from the City members to help raise the funds. The mission of the Sierra Madre’s Women’s Club is to “Educate, Support, and Unite our Community while encouraging and inspiring all women in friendship and volunteerism”.

David Gordon: asked for clarification on the meeting minutes from October 25, 2022. He stated the Playhouse is looking to the State for a contribution for their Capital Campaign. Mentioned the issue of bears and his concern for safety. Next production at the Playhouse is Patsy Cline in Concert and opens the day after Thanksgiving and ends two days before Christmas.

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

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

**PRESENTATION**

**PRESENTATION OF DONATION TO SHEPHERD’S DOOR BY SIERRA MADRE POLICE ASSOCIATION**

Presented by Acting Chief Henry Amos on behalf of the Police Association to Linda

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**ACTION ITEMS**

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City Clerk Aguilar gave the following reports under the Consent Calendar:

**CONSENT**

**a) CONSIDERATION OF RESOLUTION 22-68 APPROVING CERTAIN DEMANDS**

It is recommended that the City Council approve Resolution 22-68 approving payment of City Warrants in the aggregate amount of \$525,120.60; Sierra Madre Library Warrants in the aggregate amount of \$2,034.36; and Payroll Transfer in the aggregate amount of \$466,514.89 for the fiscal year ending June 30, 2023.

**b) TREASURER’S REPORT – QUARTER ENDING SEPTEMBER 30, 2022**

It is recommended that the City Council receive and file the Treasurer’s Report for the cash and investment portfolio for quarter ending September 30, 2022.

**c) CONSIDERATION OF RESOLUTION 22-67 MODIFYING THE PART-TIME HOURLY WAGES IN THE CITY OF SIERRA MADRE CLASSIFICATION PLAN AND SALARY MATRIX**

It is recommended that the City Council adopt Resolution 22-67 modifying the part-time hourly wages in the City's Classification Plan and Salary Matrix for 2023, increasing the hourly rate to reflect the upcoming California minimum wage increase

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

Item A – no questions from Council

Item B

Mayor Pro Tem Garcia requested information on Prop A and CDBG funds being in the negative with their beginning balances. He asked for clarification on what the funds are used for and will any Prop A funds be used to refill the coffer. Finance Director Guirola-Leon responded that the County Prop Grant is designated for Kersting Court. The claim has been submitted and the City is waiting for reimbursement. The CDBG account is waiting for reimbursement for the small business grants.

Council Member Parkhurst requested information on why the State COPS Grant is negative \$117,000 and where the money would come from to replace the funds in the account. Finance Director Guirola-Leon responded that the funds will be moved from the General Fund to cover the negative amount, which is for payroll adjustments.

Item C – no questions from Council

Mayor Goss opened the matter for public comment.

Seeing no one come forward, Mayor Goss closed public comment for items on the agenda.

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 Arizmendi made a motion to approve Consent Items A-C.

Council Member Parkhurst seconded the motion.

Mayor Goss called for a vote of the Council.

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

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

## **DISCUSSION**

### **1. STRATEGIC PLAN UPDATE**

It is recommended that the City Council further discuss the Strategic Plan and provide staff with direction to return at a future meeting with the final plan.

City Manager Jose Reynoso gave the report with a PowerPoint.

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

Mayor Goss opened public comment.

David Gordon: congratulated Council for embarking in the Strategic Planning process. Mentioned he is concerned that the public input was not solicited in this process and the plan needs refining.

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

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

Council Member Arizmendi suggested there be consideration on rewording the phrase "will be" in the proposed Vision statement. Commented on the next steps and encouraged Staff to look at not just Actions but have Staff focus on the outcomes of the actions taken and what we would like to achieve.

Mayor Pro Tem Garcia recommended to have collaboration from everyone to have buy in from all parties involved.

Council Member Kriebs mentioned how a communication plan and finding different ways to communicate with the residents of the City is very important and needs to be highlighted.

Council Member Parkhurst commended City Manager Reynoso for including all levels of Staff because it is important for buy in. He stated there needs to be public outreach for the Strategic Plan. He mentioned the importance of greenhouse gas reductions and more action that needs to be taken in this category in order to avoid power outages, wild fires, and heat emergencies.

Mayor Goss mentioned he would also like to have public outreach and public feedback on the Strategic Plan.

Council provided Staff with direction for the Strategic Plan.

**2. RECOMMENDATION TO APPROVE PLANS AND SPECIFICATIONS FOR THE FISCAL YEAR 2022-2023 STREET IMPROVEMENT PROJECT AND DIRECT STAFF TO SEEK CONSTRUCTION BIDS**

It is recommended that the City Council approve the plans and specification bid package for advertising for bids on the Fiscal Year 2022-2023 Street Improvement Project to include new sidewalks and traffic humps and direct staff to advertise the project for construction bids.

Public Works Director Chris Cimino gave the report with a PowerPoint.

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

Mayor Goss opened public comment.

Seeing no one come forward, Mayor Goss closed public comment.

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

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

Council Member Arizmendi made a motion to approve the plans and specifications for the Fiscal Year 2022-2023 Street Improvement Project that includes replacing the bumps with humps and direct staff to seek construction bids.

**FUTURE ITEMS:**

Mayor Goss asked if any Council Member wished to add any items for future meetings.

Council Member Parkhurst would like a comprehensive year over year overview on bears and would like to have urgency on this matter due to bears showing up at the school around pick up time.

Mayor Goss would like Council to have a thorough discussion to explore a possible coalition with other cities and lobbying for elected leaders.

Mayor Pro Tem Garcia stated it is important to have a liaison with PUSD to make sure there is a protocol in the schools to follow for any bear incidents and the incidents are reported to the proper channels.

City Manager Reynoso responded that Acting Police Chief Amos is working with the schools and has had outreach with both the Police Department and Fish and Wild Life, and the process will be continued.

**ADJOURNMENT:**

Mayor Goss asked for a motion to adjourn the meeting.

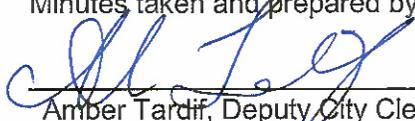
Council Member Arizmendi made a motion to adjourn the meeting.

Mayor Pro Tem Garcia seconded the motion.

The meeting was adjourned at 7:20 p.m. to a Regular Meeting to be held on December 13, 2022.

  
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Gene Goss, Mayor

Minutes taken and prepared by:

  
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Amber Tardif, Deputy City Clerk

Reviewed by:

  
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Laura Aguilar, City Clerk