



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

Tuesday, February 27, 2024 - 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; As an alternative, public comment may be made by e-mail to PublicComment@CityofSierraMadre.com by 3:00 PM 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 Kriebs called the meeting to order at 5:44 p.m. City Clerk Aguilar called the roll.

Present: Mayor Kelly Kriebs, Mayor Pro Tem Parkhurst (Teleconference), and Council Members Edward Garcia, Gene Goss, and Kristine Lowe.

Absent: None.

Also Present: Jose Reynoso, City Manager
Miguel Hernandez, Assistant City Manager
Aleks Giragosian, City Attorney
Laura Aguilar, Deputy City Manager/City Clerk
Brent Bartlett, Fire Chief
Arnulfo Yanez, Public Works Director
Clare Lin, Planning Manager
Josh Wolf, Senior Planner
Leila Regan, City Librarian
James Carlson, Management Analyst

Also Present: Ann Palmer, Transportation Subcommittee Member
Max Romero, Transportation Subcommittee Member

PLEDGE OF ALLEGIANCE AND INSPIRATION

Council Member Goss led the Pledge of Allegiance and spoke on the benefits of planting more trees.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Mayor Kelly Kriebs made a motion to move Consent Item D to a Discussion Item to be discussed before the Consent Calendar and to approve the agenda as amended.

The motion was seconded by Council Member Goss.

Mayor Kriebs called for a vote of the Council:

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

The motion to move Consent Item D to a Discussion Item to be discussed before the Consent Calendar and to approve the agenda as amended was approved by a unanimous voice vote.

COUNCIL OUT FROM CLOSED SESSION

Report of any action taken in Closed Session from February 13, 2024, Regular meeting.

City Attorney Giragosian announced that the City Council met in a Closed Session on February 27, 2024, to discuss public employee evaluation of Sierra Madre City Manager Jose Reynoso under G.C. 54957, and no reportable action was taken.

Conference with Labor Negotiator for Unrepresented Employee: City Manager under G.C. 54957.6, no reportable action was taken.

Conference with Labor Negotiator for Unrepresented Employee: City Attorney under G. C. 54957.6, 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 Kriebs asked for a motion.

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

The motion was seconded by Council Member Lowe.

Mayor Kriebs called for a vote of the Council.

- Ayes: Mayor Kelly Kriebs, Mayor Pro Tem Robert Parkhurst (Teleconference), and Council Members Edward Garcia, Gene Goss, and Kristine Lowe
- 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 February 13, 2024, City Council Regular meeting minutes.

The City Clerk's office received a non-substantive request from Mayor Pro Tem Parkhurst to correct the word Transformation to Transportation and the word met to Metro in Council Member Goss' council report. Also, to take out the duplicate date of January 24th under Mayor Pro Tem Parkhurst's council report. The minutes reflect the corrections.

Mayor Kriebs called for a motion to approve the amended minutes.

A motion to approve the meeting minutes for February 13, 2024, as amended, was made by Council Member Lowe.

The motion was seconded by Council Member Garcia.

Mayor Garcia called for a vote of the Council.

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

The motion to approve the amended meeting minutes for February 13, 2024, was approved by a unanimous voice vote.

MAYOR AND CITY COUNCIL REPORTS

Reporting of Council Members' activities related to City business.

Mayor Pro Tem Parkhurst: On February 15th, attended breakfast with Supervisor Barger and members of the County. Also, attended a Clean Power Alliance meeting, nothing to report. On February 16th, participated in an interview with KABC Television Station on Max Romero to discuss his work with the city. Attended a Community Services Commission meeting on February 20th, they voted to remove the barbecue pits from Bailey Park and they discussed the Wistaria Festival permit and it will be moving forward.

Council Member Goss: On February 15th, attended breakfast with Supervisor Barger and members of the County. Also, attended the COG meeting in Monrovia, nothing significant to report. On February 26th, attended the Library Board of Trustees meeting, nothing to report.

Council Member Lowe: On February 15th, attended breakfast with Supervisor Barger and members of the County.

Council Member Garcia: On February 15th, attended breakfast with Supervisor Barger and members of the County. Attended the Little League Opening Day Parade and Ceremony on February 24th. The Coast Guard did a flyover at the Opening Day Ceremony.

Mayor Kriebs: On February 15th, attended breakfast with Supervisor Barger and members of the County. Also, attended the Planning Commission meeting and the LA County City Selection meeting where the AQMD Board Representative was selected. On February 24th, attended the Little League Opening Day Parade and Ceremony, and on February 25th, attended the Girls Softball Opening Day Ceremony. Thanked City Clerk Aguilar for attending both Opening Day Ceremonies as a city representative. On February 24th, met with the Community Services Commission for an opening and ribbon-cutting ceremony for the new fitness equipment at Sierra Vista Park.

The Wistaria Festival will be held on March 17th with food vendors and the Sierra Madre Auto Show. The Planning Commission will have an expected vacancy on July 1st, 2024. On March 16th, Athens will be hosting a free hazardous waste and e-waste drop-off in the City Hall parking lot from 8:00 am to noon. On March 23rd, there will be a ceremony honoring Vietnam War Veterans at Memorial Park at 11:00 am. Athens will be hosting a composting event at the end of March at Sierra Vista on the west end of the parking lot from 8:00 am to noon.

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 place 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.

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

Patrick Holland: Seeking nominations for the upcoming Older American of the Year Award. Nominations are due by March 13th. The reception will be held on May 18th at the Hart Park House.

Joel Goodwin: Praised the Library for all their hard work and for how the temporary Library looks. Also, praised the city for Sierra Vista Park and the new fitness equipment.

Fire Chief Bartlett: Spoke on the refound partnership with the California Conservation Corps.

Samuel Reed: Stated the Pasadena Unified School District Science Fest will be at John Muir Northwest Campus on March 16th from 12:00 pm and 5:00 pm.

City Clerk Aguilar advised that one e-mail had been received for non-agenda items.

PRESENTATION

UPDATE ON LIBRARY MEANINGFUL IMPROVEMENT PROJECT

Presented by City Librarian Leila Regan and Public Works Director Arnulfo Yanez

ACTION ITEMS

Presented by City Clerk Aguilar

DISCUSSION

1. **CONSIDERATION OF THE SIERRA MADRE FOURTH OF JULY FESTIVITIES AND PARADE MEMORANDUM OF UNDERSTANDING**

It is recommended that the City Council consider approving the Sierra Madre Fourth of July Festivities and Parade Memorandum of Understanding with the Sierra Madre Events Committee.

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

Mayor Kriebs opened the matter for public comment.

Jim Annes: Spoke on behalf of the Sierra Madre Events Committee and asked Council to approve the Memorandum of Understanding.

Michelle Keith: Clarified what the funds would be used for and how the Committee will fundraise in the future for the Fourth of July Festivities.

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

Seeing no one else come forward, Mayor Kriebs brought the matter back to Council for discussion.

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

Council Member Goss made a motion to approve the Memorandum of Understanding with the Sierra Madre Events Committee with the amendment that the \$19,752.94 check be allocated to the youth sports programs and with an amendment that the City Council have a right to request an audit of the Sierra Madre Events Committee finances.

The motion was seconded by Council Member Garcia.

Mayor Garcia called for a vote of the Council.

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

The motion to approve the Memorandum of Understanding with the Sierra Madre Events Committee with the amendment that the \$19,752.94 check be allocated to the youth sports programs and with an amendment that the City Council have a right to request an audit of the Sierra Madre Events Committee finances was approved by a unanimous voice vote.

CONSENT

a) CONSIDERATION OF RESOLUTION 24-13 APPROVING CERTAIN DEMANDS

It is recommended that the City Council approve Resolution 24-13 approving payment of City Warrants in the aggregate amount of \$210,848.36; Sierra Madre Library Warrants in the aggregate amount of \$3,967.60; and Payroll Transfer in the aggregate amount of \$503,622.84; for the fiscal year ending June 30, 2024.

b) TREASURER'S REPORT – QUARTER ENDING DECEMBER 31, 2023

It is recommended that the City Council receive and file the Treasurer's Report for the cash and investment portfolio for the quarter ending December 31, 2023

c) CONSIDERATION OF RESOLUTION 24-15, AMENDING THE CLASSIFICATION PLAN AND SALARY MATRIX FOR CLASSIFIED EMPLOYEES ASSOCIATION AND CONFIDENTIAL-EXEMPT GROUP

It is recommended that the City Council approve Resolution 24-15, amending the Classification Plan and Salary Matrix for the Classified Employees Association and one position in the Confidential-Exempt employees group.

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

Mayor Kriebs opened the matter for public comment.

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

Seeing no one come forward, Mayor Kriebs brought the matter back to Council for discussion.

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

Mayor Pro Tem Parkhurst made a motion to approve Consent Agenda Items A, B, and C.

Council Member Lowe seconded the motion.

Mayor Kriebs called for a vote of the Council.

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

The motion to approve Consent Items A, B, and C was passed by a unanimous voice vote.

PUBLIC HEARING

1. CONSIDERATION OF TENTATIVE TRACT MAP 22-01, INCLUDING VESTING TENTATIVE TRACT MAP NO. 83966, FOR THE SUBDIVISION OF THE 17-ACRE SITE INTO 42 SINGLE-FAMILY RESIDENTIAL LOTS, 6 OPEN SPACE LOTS, AND ONE CITY PUBLIC PARK AT 700 NORTH SUNNYSIDE AVENUE

It is recommended that the City Council hold a public hearing, consider all pertinent testimony, and discuss Tentative Tract Map application 22-01, including Vesting Tentative Tract Map No. 83966.

City Attorney Giragosian and Planning Manager Lin gave the report.

Applicant Jonathan Frankel gave a report.

Mayor Kriebs brought the matter to Council for questions.

Mayor Kriebs opened the public hearing.

Pat Alcorn: Spoke in support of the Tentative Tract Map.

Philip Yao: Spoke in opposition of the Tentative Tract Map.

Robert Gjerde: Spoke in support of the Tentative Tract Map.

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

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

Mayor Pro Tem Parkhurst made a motion to approve the Tentative Tract Map application 22-01, including Vesting Tentative Tract Map No. 83966 for the subdivision of the 17 acres site into 42 single-family residential lots, six open space lots, and one city public park at 700 North Sunnyside Avenue.

Council Member Goss seconded the motion.

Mayor Kriebs called for a vote of the Council.

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

The motion to approve the Tentative Tract Map application 22-01, including Vesting Tentative Tract Map No. 83966 for the subdivision of the 17 acres site into 42 single-family residential lots, six open space lots, and one city public park at 700 North Sunnyside Avenue was passed by a unanimous voice vote.

2. CONSIDERATION OF THE ADOPTION OF RESOLUTION 24-14 AUTHORIZING THE ALLOCATION OF FY 2024-2025 CDBG FUND TO CONTINUE THE SENIOR MINOR HOME REHABILITATION PROGRAM

It is recommended that the City Council hold a public hearing, and adopt Resolution 24-14 authorizing the City Manager to revise the Community Development Block Grant (CDBG) Consolidated Action Plan for FY 2024-2025 to continue the Minor Home Rehabilitation Program established in FY 2023-2024

Mayor Kriebs brought the matter to the Council for questions.

Mayor Kriebs opened the public hearing.

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

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

Council Member Lowe made a motion to adopt Resolution 24-14, authorizing the allocation of Fiscal Year 2024-2025 CDBG Fund to continue the Senior Minor Home Rehabilitation Program.

Council Member Garcia seconded the motion.

Mayor Kriebs called for a vote of the Council.

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

Noes: None.

Absent: None.

Abstain: None.

The motion to adopt Resolution 24-14, authorizing the allocation of Fiscal Year 2024-2025 CDBG Fund to continue the Senior Minor Home Rehabilitation Program was passed by a unanimous voice vote.

DISCUSSION

1. UPDATE ON THE PROGRESS OF THE LOCAL TRANSPORTATION AD-HOC SUBCOMMITTEE

It is recommended that the City Council provide direction to the Local Transportation Ad-Hoc Subcommittee regarding their efforts to improve local and regional transportation programs.

Management Analyst James Carlson presented.

Mayor Kriebs brought the matter to Council for questions.

Mayor Kriebs opened public comment.

Max Romero: Clarified information surrounding the bus stops and the metro route.

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

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

The City Council provided direction to the Local Transportation Ad-Hoc Subcommittee to move forward with their efforts to improve local and regional transportation programs.

2. ORDINANCE 1469 BY THE CITY COUNCIL OF THE CITY OF SIERRA MADRE ADDING CHAPTER 8.40, "LANDSCAPING EQUIPMENT," TO TITLE 8, "HEALTH AND SAFETY" OF THE SIERRA MADRE MUNICIPAL CODE

It is recommended that the City Council read Ordinance 1469, by title only, adding Chapter 8.40, "Landscaping Equipment," to Title 8, "Health and Safety" of the Sierra Madre Municipal Code.

Management Analyst James Carlson presented.

Mayor Kriebs brought the matter to Council for questions.

Mayor Kriebs opened public comment.

Mike Cacciotti: spoke on the importance of notifying Gardeners about the landscaping equipment Ordinance.

City Clerk Aguilar advised that one e-mail had been received.

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

3. THE GENERAL PLAN AND HOUSING ELEMENTS ANNUAL PROGRESS REPORTS

It is recommended that the City Council accept, receive, and direct staff to file the General Plan (GP) and Housing Element (HE) Annual Progress Reports (APRs) and file these 2023 GP and HE APRs with the California Department of Housing and Community Development (HCD) and Office of Planning and Research (OPR).

Senior Planner Joshua Wolf presented.

Mayor Kriebs brought the matter to Council for questions.

Mayor Kriebs opened the public comment.

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

Seeing no one come forward, Mayor Kriebs closed the public comment.

FUTURE AGENDA ITEMS

Council Member Lowe would like to discuss resources for unhoused citizens and enforcement of public encampments. She would like information regarding mountain lions added to the communication plan as a resource for the public.

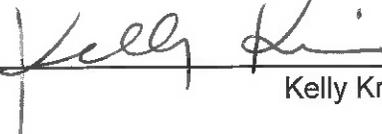
ADJOURNMENT

Mayor Kriebs asked for a motion to adjourn the Regular meeting.

Council Member Goss made a motion to adjourn the meeting.

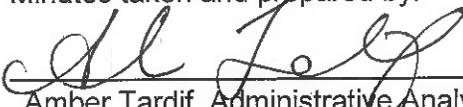
Council Member Garcia seconded the motion.

The meeting was adjourned at 8:39 p.m. to a Regular meeting to be held on March 12, 2024.



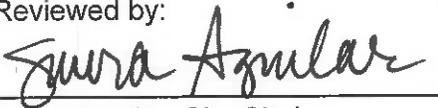
Kelly Kriebs, Mayor

Minutes taken and prepared by:



Amber Tardif, Administrative Analyst

Reviewed by:



Laura Aguilar, City Clerk