

**MEETING MINUTES
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, June 10, 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 5:31 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: Aleks Giragosian, City Attorney
Jose Reynoso, City Manager
Miguel Hernandez, Assistant City Manager
Laura Aguilar, Deputy City Manager/City Clerk
Clare Lin, Director of Planning and Community Preservation
Anthony Rainey, Director of Finance
Arnulfo Yanez, Director of Public Works
Brent Bartlett, Fire Chief
Ted Walters, Firefighter Engineer
Gustavo Barrientos, Chief of Police
Mitch Thomas, Reserve Police Officer
Ken Berry, Police Officer
Leila Regan, City Librarian
James Carlson, Senior Analyst
Eduardo Castaneda, Human Resources Technician
Eric Lozick, Management Analyst

PLEDGE OF ALLEGIANCE AND INSPIRATION

Mayor Pro Tem Lowe led the audience in the Pledge of Allegiance and provided an inspirational message.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Council Member Garcia made a motion to approve the agenda 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 move to approve the agenda as presented 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 May 8, 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.

Mayor Pro Tem Lowe made a motion to read all ordinances and resolutions by title only and waive the reading in full.

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.

APPROVAL OF MEETING MINUTES

Approval of May 27, 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 that she had not received any e-mails from any Council Members requesting edits.

Council Member Goss made a motion to approve the May 27, 2025 City Council meeting minutes 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.

The motion 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 Kriebs:

Attended the June 5th Planning Commission meeting and provided an update on the development project on Baldwin Avenue.

Council Member Goss:

Expressed his appreciation to Council Member Kriebs and Mayor Parkhurst for attending meetings on his behalf so that he could present at the graduation ceremony for the college where he teaches.

Council Member Garcia:

Attended the June 4 meeting of the Sierra Madre Chamber of Commerce.

Attended the June 5th meeting of the Senior Community Commission and announced two upcoming vacancies.

Attended the June 7th Community Yard Sale.

Mayor Pro Tem Lowe:

Attended the May 16 Round Table discussion with Senator Perez

Attended the last CERT training class on May 17, with a small reception afterwards.

Attended the May 21 board meeting of Foothill Development Workforce.

Attended a grant writing workshop on May 29.

Attended the Community Yard Sale and Symposium on Aging on June 7th at Memorial Park. Also on June 7th, she attended the British Homes June Faire.

Mayor Parkhurst:

Reported that he attended the June 5th meeting of the Clean Power Alliance and announced new rates, effective July 1, 2025.

Watched the June 5th Planning Commission meeting.

Attended the Community Yard Sale and Symposium on Aging on June 7th at Memorial Park. Also on June 7th, he attended the British Homes June Faire.

At the conclusion of Council's reports, Mayor Parkhurst 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:

Robert Gutierrez, 373 W. Sierra Madre Blvd. expressed concerns about noise, drug odors, and occasional altercations at the 24-hour laundromat. Proposed that Council change the zone to instead allow the business to operate from 6:00 am to 11:00 pm only.

Hanna Jungbauer announced the June 20 summer art walk, with participation from 36 local businesses.

Fire Chief Bartlett, provided an update on the status of the Sierra Madre Fire Safe Council

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

PRESENTATIONS

1. **PROCLAMATION IN RECOGNITION OF ARMENIAN GENOCIDE MONTH**
presented to ANCA Chair Danny Donabedian in recognition of the 110 anniversary of the Armenian Genocide
2. **PROCLAMATION AWARDED TO SIERRA MADRE POLICE RESERVE OFFICER MITCH THOMAS FOR HIS RETIREMENT AFTER 40 YEARS OF SERVICE**
3. **PROCLAMATION AWARDED TO SIERRA MADRE POLICE OFFICER KEN BERRY FOR HIS RETIREMENT**
4. **PROCLAMATION AWARDED TO SIERRA MADRE FIREFIGHTER TED WALTERS FOR HIS RETIREMENT**

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

Deputy City Manager Aguilar presented these reports

- a) **CONSIDERATION OF RESOLUTION 25-37 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 25-37 approving payment of City Warrants in the aggregate amount of \$1,636,993.39, Sierra Madre Library Warrants in the aggregate amount of \$15,947.48, and Payroll Transfer in the aggregate amount of \$543,077.05, for the Fiscal Year ending June 30, 2025
- b) **CONSIDERATION OF THE SECOND READING OF ORDINANCE 1483 ADOPTING THE FIRE HAZARD SEVERITY ZONE (FHSZ) MAP AS DESIGNATED BY THE CALIFORNIA STATE FIRE MARSHAL**
It is recommended that the City Council adopt by second reading Ordinance 1483 to update Fire Hazard Severity Zone (FHSZ) map for the City's Local Responsibility Area, as designated by the California Department of Forestry and Fire Protection (CAL FIRE), through the Office of the State Fire Marshal.
- c) **CONSIDERATION OF THE SECOND READING OF ORDINANCE 1481 AMENDING CHAPTER 3.40 (CLAIMS AND CLAIMS PROCEDURES) OF TITLE 3 (REVENUE AND FINANCE) OF THE SIERRA MADRE MUNICIPAL CODE TO AUTHORIZE THE CITY MANAGER TO ALLOW, COMPROMISE, OR SETTLE CLAIMS UP TO \$50,000**
It is recommended that the City Council conduct a second reading of and adopt Ordinance 1481 amending Chapter 3.40 (Claims and Claims Procedures) of Title 3 (Revenue and Finance) of the Sierra Madre Municipal Code to authorize the City Manager to allow, compromise, or settle claims up to \$50,000.
- d) **CONSIDERATION OF A PUBLIC IMPROVEMENT AGREEMENT TO PERFORM OFFSITE IMPROVEMENTS ON CARTER AVENUE AS PART OF THE MEADOWS AT BAILEY CANYON PROJECT**
It is recommended that the City Council consider approval of a Public Improvement Agreement to perform offsite improvements on Carter Avenue as part of The Meadows at Bailey Canyon project.

Mayor Parkhurst brought the matter to the Council for questions then opened public comment.

The City Clerk's Office received ten e-mails regarding Consent Item D: Public Improvement Agreement to perform offsite improvements on Carter Avenue as part of the Meadows at Bailey Canyon Project.

E-mails were received from:

1. Kraig Pakulski, 400 Fairview Ave.
2. Jenny Chu, Department of Public Works for Los Angeles County
3. Elynor Chiu, Carter Ave.
4. Glenn Hickman
5. Amy Wasson
6. Kristy Cepielik
7. Carole Tremblay
8. Patricia Berger
9. Elynor Chiu
10. Mutia Hull

Speaker cards were submitted from:

1. Carolyn Brooks, 271 Grove St.: expressed concerns with parking at Grove Street and Carter Avenue
2. Wendy Thermos, 420 Grove St.: stated that Grove is a very narrow street and unable to handle additional traffic. Stressed that Grove is not designed to be a "collector" street and should be blocked to through traffic with bump-out curbs; or relocate the Bailey Canyon Park entrance to the west side on Oak Crest where there are no houses.
3. Deb Sheridan, Valle Vista: asked about what the traffic pattern and asked about the plans for Grove Street with hikers parking on the narrow street. Asked Council to conduct soil sample testing before moving forward with the project.
4. Mary Jane Pakulski, 400 Fairview Avenue: shared that her home was damaged from the Eaton Fire and that she has concerns about increased traffic on Grove St.
5. Sherry Wheelock, 436 Grove St.: expressed her concerns with traffic at the top of North Grove after Carter is widened. Suggested that curb extenders be installed on the east side of Grove and Carter to prevent drivers from entering Grove. Ms. Wheelock provided a photo as an example.
6. Heather Allen, Grove St.: expressed frustration with the City's disregard to the resident's needs.
7. Bob Spears: expressed concerns with the widening of Carter Ave.

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

Mayor Parkhurst asked for a motion.

Council Member Goss made a motion to approve A, B, C, and D as presented.

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.

PUBLIC HEARINGS

1. **PUBLIC HEARING AND RESOLUTION 25-38, CONFIRMING THE ASSESSMENT AND ORDERING THE LEVY FOR FISCAL YEAR 2025-2026 FOR THE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE ASSESSMENT DISTRICT**

It is recommended that the City Council open the public hearing, receive testimony, and adopt Resolution 25-38, confirming the assessment of the downtown landscaping and lighting maintenance assessment district and ordering the levy for Fiscal Year 2025- 2026

This report was presented by Director Yanez.

Mayor Parkhurst brought the matter to the Council for questions then opened public comment.

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

Council Member Garcia made a motion to approve Resolution 25-38.

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.

2. UPDATE ON VACANCIES IN COMPLIANCE WITH ASSEMBLY BILL 2561 – LOCAL PUBLIC EMPLOYEES; VACANT POSITIONS

It is recommended that the City Council receive and file this annual report on recruitment and vacancy rates in compliance with Assembly Bill 2561.

This report was presented by HR Technician Eduardo Castaneda.

Mayor Parkhurst brought the matter to the Council for questions then opened public comment.

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

Council Member Garcia made a motion to continue the Public Hearing to June 24, 2025 to allow the unions to prepare statements.

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 continue the Public Hearing was approved by a unanimous voice vote by all Members present.

3. PUBLIC HEARING FOR THE APPROVAL OF THE FISCAL YEAR 2025-2026 ANNUAL BUDGET TO CONSIDER RESOLUTION 25-39, ADOPTING THE FISCAL YEAR 2025-2026 BUDGET; RESOLUTION 25-40, APPROVING THE GANN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2025-2026; AND RESOLUTION 25-41, APPROVING THE FISCAL YEAR 2025-2026 FEE SCHEDULE

It is recommended that the City Council consider the approval of Resolution 25-39, adopting the Fiscal Year 2025-2026 Budget and appropriate the amounts budgeted; Resolution 25-40, approving the GANN Appropriation Limits for 2025-2026; and Resolution 25-41, approving the 2025-2026 Fee Schedule.

This report was presented by Director Rainey with contributions from Budget Manager Satnam Rait.

Mayor Parkhurst brought the matter to the Council for questions then opened public comment.

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

Mayor Pro Tem Lowe made a motion to approve Resolutions 25-39, 25-40, and 25-41, respectively.

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.

DISCUSSION

1. CONSIDERATION OF CITY MANAGER EMPLOYMENT AGREEMENT

It is recommended that the City Council consider an employment agreement with Michael Bruckner to assume the City Manager position.

This report was presented by City Attorney Giragosian.

Mayor Parkhurst brought the matter to the Council for questions then opened public comment. The City Clerk's Office received one e-mail on this item from Samuel Pederson.

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

Council Member Kriebs made a motion to approve the employment agreement.

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. CONSIDERATION OF COUNCIL NOMINATIONS TO SERVE ON THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENT (SGVCOG) 2028 OLYMPIC & PAPALYMPIC GAMES AD HOC COMMITTEE

It is recommended that the City Council consider nominating one Council Member and one alternate to serve on the San Gabriel Valley Council of Governments (SGVCOG) 2028 Olympic & Paralympic Games Ad Hoc Committee; and direct staff to submit the nominations to SGVCOG.

This report was presented by City Manager Reynoso.

Mayor Parkhurst brought the matter to the Council for questions then opened public comment. The City Clerk's Office received one e-mail on this item from Rachelle Arizmendi.

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

Council Member Goss made a motion to appoint Council Member Kriebs as the primary City representative, and former Mayor Rachelle Arizmendi as the alternate.

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.

FUTURE ITEMS

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

- Mayor Parkhurst asked to agendize a discussion for forming a City committee for opportunities related to the upcoming sports events (FIFA, Olympics, Paralympics, Superbowl)

- Council Member Goss asked to agendaize options for relieving traffic congestion on Grove Street.
- Mayor Pro Tem Lowe asked to agendaize a discussion to identify methods to survey the community for priorities.

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

Council Member Goss made a motion to adjourn the meeting.

Council Member Kriebs 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 June 24, 2025 at this same location was approved by all Members at 9:11 pm

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 June 24, 2025 at this same place.