



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

Tuesday, January 9, 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.

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CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor Kriebs called the meeting to order at 5:34 p.m. City Clerk Aguilar called the roll.

Present: Mayor Kelly Kriebs, Mayor Pro Tem Parkhurst, 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 and Community Preservation Manager
Leila Regan, City Librarian
James Carlson, Management Analyst

Patricia Krok, Senior Community Commission Chair
Jacquie Pergola, Senior Community Commissioner
Anita Thompson, Senior Community Commissioner

PLEDGE OF ALLEGIANCE AND INSPIRATION

Mayor Kriebs led the meeting in the Pledge of Allegiance and spoke briefly on the need for volunteers and New Year Resolutions. Mayor read a quote from Mark Twain.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Council Member Garcia made a motion to approve the agenda.

The motion was seconded by Mayor Pro Tem Parkhurst.

Mayor Kriebs called for a vote of the Council:

- Ayes: Mayor Kelly Kriebs, Mayor Pro Tem Robert Parkhurst, and Council Members Edward Garcia, Gene Goss, and Kristine Lowe
- 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 Kriebs asked for a motion.

A motion to approve the reading of resolutions and ordinances was made by Mayor Pro Tem Parkhurst.

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, 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 December 12, 2023, City Council Regular meeting minutes.

The City Clerk's office received two requests for the same change in the minutes. The change was to correct the name of the Mayor at the very end. The minutes were amended to reflect the change.

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

A motion to approve the meeting minutes for December 12, 2023, as amended, was made by Council Member Lowe.

The motion was seconded by Mayor Pro Tem Parkhurst.

Mayor Garcia called for a vote of the Council.

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

The motion to approve the amended meeting minutes for December 12, 2023, was approved by a unanimous voice vote.

MAYOR AND CITY COUNCIL REPORTS

Reporting of Council Members' activities related to City business.

Council Member Garcia: Attended the Candle Light Walk the week before Christmas. On New Year's Day, he presented Dick and Kay Sappington plaques from the Rose Float Association for their retirement after 20 years of service to the community, which was broadcast on KTLA. They also received the Mayor's special award for 2023. The Sierra Madre float won the "Best Use of Roses" award.

Council Member Lowe: Attended the Candle Light Walk and the last event at the Library before the renovations and signed the shelves. SCAG completed its American Community Survey for 2022 and reported it in December.

Council Member Goss: The transportation subcommittee rescheduled their meeting to January 10, 2024.

Mayor Pro Tem Parkhurst: Attended the Candle Light Walk. Attended the senior luncheon on December 18, 2023, the event was well attended. He was present at the Library's last event and signed the shelves. The Senior Community Commission had a meeting and stated they will be accepting Older American Award nominations soon.

Mayor Kriebs: Attended the Senior Commission Lunch as her first Mayoral appearance and the Citywide Holiday Luncheon at City Yard.

On January 10th, at Starbucks from 9:00 am to 11:00 am, the Police Department will be there for Coffee with a Cop. The renovations to the park have started with the upgrade to the new playground equipment and they will last approximately two months.

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.

City Clerk Aguilar advised that no e-mails had been received for non-agenda items.

Jacquie Pergula: Invited Council to the Senior's Valentine's Day Social at the Hart Park House on February 14th.

Anita Thompson: Thanked Council for their support towards the Senior Commission. Spoke briefly about the senior lunch program that will be held at the Hart Park House.

David Gordon: Stated the Playhouse will be celebrating its 100-year anniversary. Spoke about the upcoming events and programs that will be held at the Playhouse.

Phillip Yao: Stated the home owners on the top of Sierra Keys are happy with the approval of the water main project.

Leila Regan, City Librarian: Mentioned the Temporary Library is now open. The operating hours are Monday through Wednesday 11:00 am to 8:00 pm, and Thursday and Saturday are 10:00 am to 6:00 pm. Public WIFI, printing, and computers will not be available temporarily. One Book One City is back and the book is "Humankind a Hopeful History" by Rutger Bregman.

PRESENTATION

SENIOR COMMUNITY COMMISSION PRESENTATION BY COMMISSIONER KROK

LEGISLATIVE UPDATES BY CITY ATTORNEY ALEKS GIRAGOSION

ACTION ITEMS

CONSENT

a) CONSIDERATION OF RESOLUTION 24-01 APPROVING CERTAIN DEMANDS

It is recommended that the City Council approve Resolution 24-01 approving payment of City Warrants in the aggregate amount of \$1,572,016.78; Sierra Madre Library Warrants in the aggregate amount of \$4,972.65; and Payroll Transfer in the aggregate amount of \$511,413.32; for the fiscal year ending June 30, 2024.

Presented by City Clerk Aguilar

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.

Council Member Garcia made a motion to approve Consent Agenda Item A.

Council Member Lowe seconded the motion.

Mayor Kriebs called for a vote of the Council.

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

Noes: None.

Absent: None.

Abstain: None.

The motion to approve Consent Item A was passed by a unanimous voice vote.

PUBLIC HEARING

1. ADOPTION OF RESOLUTION 24-05 AND AUTHORIZATION TO ESTABLISH THE

MINOR HOME REHABILITATION PROGRAM (MHRP)

It is recommended that the City Council adopt Resolution 24-05 authorizing the City Manager to revise the Community Development Block Grant (CDBG) Consolidated Action Plan establishing the Minor Home Rehabilitation Program and issuing a request for proposal for administrative and reporting services for the City's CDBG program.

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

Council Member Lowe made a motion to adopt Resolution 24-05 and authorize to establish the Minor Home Rehabilitation Program.

Council Member Goss seconded the motion.

Mayor Kriebs called for a vote of the Council.

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

The motion to adopt Resolution 24-05 and authorize to establish the Minor Home Rehabilitation Program was passed by a unanimous voice vote.

DISCUSSION

1. \$10,000 ANONYMOUS DONATION TO THE SIERRA MADRE POLICE AND FIRE DEPARTMENTS

It is recommended that the City Council ratify the City Staff's acceptance of the \$10,000 anonymous donation by minute order.

Fire Chief Brent Bartlett gave the report.

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

Mayor Kriebs opened 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.

Council Member Goss made a motion to ratify the acceptance of the anonymous donation.

Council Member Garcia seconded the motion.

Mayor Kriebs called for a vote of the Council.

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

The motion to ratify the acceptance of the anonymous donation was passed by a unanimous voice vote.

2. CONSIDERATION OF MODIFICATION TO TITLE 2 OF THE SIERRA MADRE MUNICIPAL CODE REGARDING THE NUMBER OF COMMISSIONERS FOR THE PLANNING COMMISSION

It is recommended that the City Council hold a discussion and provide direction.

Planning and Community Conservation Manager Clare Lin gave the report.

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

Mayor Kriebs opened public comment.

Bob Spears: Spoke urging Council to approve modifying Title 2 of the Sierra Madre Municipal Code regarding changing the number of Commissioners for the Planning Commission to seven.

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.

Council provided direction for staff to research the number of Planning Commission meetings canceled due to lack of quorum, survey term limits, research requirements and language for requirements for extended terms for Commissioners, and to poll Commissioners on if they would be interested in serving additional terms.

3. CONSIDERATION OF RESOLUTIONS 24-06, 24-07, 24-08 RELATING TO LIAISON APPOINTMENTS AND APPOINTMENTS TO THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS, LEAGUE OF CALIFORNIA CITIES, SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS, AND THE LOS ANGELES COUNTY SANITATION DISTRICT

It is recommended that the City Council approve City Council liaisons and /or voting delegates to serve on various boards, commissions, and associations. It is also recommended that the City Council approve Resolution 24-06 designation a Voting Delegate and Alternate Voting Delegate to San Gabriel Valley Council of Governments; Resolution 24-07 designation a Voting Delegate and Alternate Voting Delegate to League of California Cities; and Resolution 24-08 designation a Voting Delegate and Alternate Voting Delegate to Southern California Association of Government.

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

Mayor Kriebs opened 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.

Council Member Garcia made a motion to adopt the City Council Resolution 24-06 designation of Voting Delegate Council Member Gene Goss and Alternate Voting Delegate Mayor Kelly Kriebs to San Gabriel Valley Council of Governments; Resolution 24-07 designation of Voting Delegate Council Member Kristine Lowe and Alternate Voting Delegate Mayor Kelly Kriebs to League of California Cities; and Resolution 24-08 designation of Voting Delegate Council Member Edward Garcia and Alternate Voting Delegate Council Member Goss to Southern California Association of Government.

Council Member Garcia seconded the motion.

Mayor Kriebs called for a vote of the Council.

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

The motion to adopt the City Council Resolution 24-06 designation of Voting Delegate Council Member Gene Goss and Alternate Voting Delegate Mayor Kelly Kriebs to San Gabriel Valley Council of Governments; Resolution 24-07 designation of Voting Delegate Council Member Kristine Lowe and Alternate Voting Delegate Mayor Kelly Kriebs to League of California Cities; and Resolution 24-08 designation of Voting Delegate Council Member Edward Garcia and Alternate Voting Delegate Council Member Goss to Southern California Association of Government was passed by a unanimous voice vote.

FUTURE AGENDA ITEMS

Mayor Pro Tem Parkhurst would like to agendaize a discussion of home occupancy permits and temporary use permits with staff policy recommendations on home occupancy permits for the R1 zone for conducting businesses commercial zone, and temporary use permits for events with more than 25 occupants.

ADJOURNMENT:

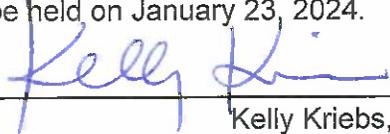
Mayor Kriebs adjourned the meeting in memory of John Shear the 2011 Hometown Hero who passed in December 2023.

Mayor Kriebs asked for a motion to adjourn the meeting.

Council Member Goss made a motion to adjourn the meeting.

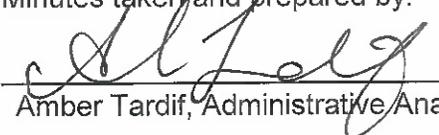
Mayor Pro Tem Parkhurst seconded the motion.

The meeting was adjourned at 8:09 p.m. to a Regular meeting to be held on January 23, 2024.



Kelly Kriebs, Mayor

Minutes taken and prepared by:



Amber Tardif, Administrative Analyst

Reviewed by:



Laura Aguilar, City Clerk