

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

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

Sue Spears, City Treasurer

**Tuesday, April 8, 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 5:34 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
Anthony Rainey, Director of Finance
Leila Regan, City Librarian
Police Chief Gustavo Barrientos
Police Captain Henry Amos
Arnulfo Yanez, Public Works Director
James Carlson, Senior Management Analyst
Clare Lin, Director of Planning and Community Preservation

PLEDGE OF ALLEGIANCE AND INSPIRATION

Mayor Pro Tem Kristine Lowe led the audience in the Pledge of Allegiance, followed by a brief history of the City of Sierra Madre.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Mayor Parkhurst suggested swapping the public hearings, to make the semi-annual review of the CUP for Villa del Sol D'Oro to be heard before the City's budget adjustments. Seeing no objections, Mayor Parkhurst asked for a motion to amend the agenda.

Council Member Goss made a motion to amend the agendas to swap the public hearings.

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 move to approve the amended agenda was approved by a unanimous voice vote by all Members present.

COUNCIL REPORT OUT FROM CLOSED SESSION

No Closed Sessions were held during the period between March 25, 2025, and April 8, 2025

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.

Council Member Kriebs made a motion to read all ordinances and resolutions by title only and waive the reading in full.

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.

APPROVAL OF MEETING MINUTES

Approval of March 25, 2025, Regular City Council meeting minutes.

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

Council Member Garcia asked the minutes to clarify in Council Reports that he did not attend the Chamber of Commerce meeting but instead was later provided an update.

Council Member Garcia made a motion to approve the March 25, 2025 City Council meeting minutes as amended.

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 March 25, 2025 City Council meeting minutes, as amended, 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: noted that she did not attend the March 25 Council meeting and would report on all her activity since the March 11 meeting.

She reported that she attended breakfast with Congresswoman Judy Chu and the City Council at the Only Place in Town on March 17. She appreciated the responses to the fire and flood events.

She also attended the Ribbon-Cutting Grand Opening for Fables and Fancies, as well as the Honor's Award Dinner, noting an announcement was made recognizing out-going City Manager Reynoso. She also attended the monthly Community Services Commission meeting and heard an update on the Pickleball Court project.

Council Member Goss: reported that the last Planning Commission meeting was cancelled so he had nothing new to report.

Council Member Garcia: attended the Finance Revenue Committee meeting last week. He also reported attending the Senior Community Commission meeting and heard a presentation from staff on rent calculations for the Sierra Vista Apartments, located at 70 Esperanza Avenue.

Mayor Pro Tem Lowe: attended the San Gabriel Valley Economic Forecast meeting and reported the future economic outlook. She also reported that she attended the 10th anniversary event at the Kensington.

Mayor Parkhurst: Reported that he attended a meeting with Los Angeles Mayor Bass and other local mayors to discuss upcoming sporting events, such as FIFA, Superbowl, Olympics, Paralympics, and other events that will held locally, which are anticipated to generate \$20 billion in economic revenue in the area. Mayor Parkhurst hopes to identify opportunities to host events in Sierra Madre to capitalize on the upcoming sporting events.

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 e-mails had been received from:

Kylie Takashima

Catherine Adde

She also noted that three speaker cards were submitted:

Lauren Hill, U.S. Small Business Association: provided an update on available resources for the community

Philip Yao, 513 Sierra Keys Drive: commented on the new Cal-Fire Hazard Map

Chris Cimino, Sierra Madre Chamber of Commerce: announced the upcoming Wistaria Festival, planned for April 12, 2025 and shared details for the event.

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

PRESENTATIONS

1. **PROCLAMATION IN RECOGNITION OF NATIONAL LIBRARY WEEK**
Presented to City Librarian Leila Regan
2. **PRESENTATION BY ASSISTANT CITY MANAGER MIGUEL HERNANDEZ ON EATON FIRE/ MID-FEBRUARY WINTER STORM RECOVERY UPDATE**
3. **PRESENTATION BY KOSMONT COMPANIES ON THE DOWNTOWN MARKET ASSESSMENT**
4. **PRESENTATION BY PUBLIC WORKS DIRECTOR ARNULFO YANEZ – LIBRARY UPDATE**

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

City Clerk Aguilar made the following presentations:

- a) **CONSIDERATION OF RESOLUTION 25-21 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 25-21 approving payment of City Warrants in the aggregate amount of \$339,622.67, Sierra Madre Library Warrants in the aggregate amount of \$724.09, and Payroll Transfer in the aggregate amount of \$540,053.11; for the Fiscal Year ending June 30, 2025.
- b) **CONSIDERATION OF AWARD OF CONTRACT FOR WATER TREATMENT GRANULATED ACTIVE CARBON (GAC) REPLACEMENT**
It is recommended that the City Council award a contract in the amount of \$128,968.67 to Karbonous Inc. for the replacement of virgin carbon in the lead GAC treatment vessels to be completed in Fiscal Year 2024/2025.
- c) **CONSIDERATION OF SUPPORT FOR CLEAN POWER ALLIANCE'S FY 2026 COMMUNITY PROJECT FUNDING REQUEST**
It is recommended that the City Council approve letters of support for Clean Power Alliance's (CPA) FY 2026 community project funding requests, which promote critical facility resilience, building electrification, clean energy access for low- and moderate-income households, and municipal fleet electrification.

Mayor Parkhurst asked the Council if they had any questions on any of the Consent items then opened public comment. Seeing no one come forward, the Mayor closed public comment and brought the matter back to Council for a discussion or a motion.

Council Member Kriebs made a motion to approve Consent items A-C.

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 HEARING

Consent items 1 and 2 were swapped by Council action.

1. 2025 SEMI-ANNUAL REVIEW OF CONDITIONAL USE PERMIT 22-03 (CUP 22-03) FOR PRIVATE RENTAL EVENTS AND FILMING AT THE VILLA DEL SOL D'ORO LOCATED WITHIN THE ALVERNO HEIGHTS ACADEMY CAMPUS ADDRESSED AT 200 NORTH MICHILLINDA AVENUE

It is recommended that the City Council conduct an Annual Review of Conditional Use Permit 22-03 permitting the use of the Villa Del Sol d'Oro (Villa) for-profit special events pursuant to adopted City Council Resolution 24-64 and consider all pertinent materials and testimonies.

The report was presented by Director Lin.

Mayor Parkhurst asked the Council if they had any questions then opened public comment.

City Clerk Aguilar stated that nine individuals had submitted public comment via e-mail and that all e-mails had been forwarded to the City Council. She then called the first of three speakers that submitted comment cards.

Ken Farsing, Alverno Heights Academy: shared the financial challenges facing Alverno and the institution's need for facility rentals to generate much needed revenue.

Carolyn Halpern, Pasadena: described conditions for several events.

Mark Fleischman: expressed his frustration with all the noise and activity at Alverno

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

Council clarified that going forward, annual reviews of the CUP should be with the Planning Commission. Council further clarified that they would like a the Planning Commission to do a six-month review this coming October, and annually each October thereafter.

The Council directed staff to amend sections 11 and 1.1 of the resolution to reflect:

- Section 11: Strike "The City Council will conduct a public hearing within six months of the effective date of this conditional use permit and annually thereafter."
- Section 1.1 change the total from 20 to 26 rental events in calendar year 2025

Council Member Goss made a motion to approve Resolution 24-64 as amended..

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 and Goss
Noes: Council Member Kriebs
Absent: None.
Abstain: None.

The motion was approved by a majority voice vote.

2. CONSIDERATION OF RESOLUTION 25-22 ADOPTING FISCAL YEAR 2024-2025 BUDGET ADJUSTMENTS AND APPROPRIATING THE AMOUNTS PROJECTED

It is recommended that the City Council conduct a Public Hearing, receive testimony, and consider the adoption of the amended Fiscal Year 2024-2025 budget.

Director Rainey gave the presentation.

Mayor Parkhurst asked the Council if they had any questions then opened public comment. Seeing no one come forward, the Mayor closed public comment and brought the matter back to Council for further discussion or a motion.

Council Member Kriebs made a motion to approve Resolution 25-22.

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.

DISCUSSION

1. CONTINUATION OF SIDEWALK REPAIR PROGRAM- IMPLEMENTATION OF ZONES 1 & 3 (FY 2024-2025)

It is recommended that the City Council receive and file the implementation of the Sidewalk Repair Program in Zones 1 and 3 for FY 2024-2025 under the city's existing four-year contract with Precision Concrete Cutting.

Director Yanez gave the report.

Mayor Parkhurst asked the Council if they had any questions then opened public comment.

Glenn Lambdin, Sturtevant: Shared his observations on the state of sidewalks within the City and stated that the current process for repairing the City's sidewalks needs to be re-accessed. Seeing no one else come forward, the Mayor closed public comment and brought the matter back to Council for further discussion

No Council action was required so the Mayor moved on to the next Discussion item.

2. STRATEGIC PLAN UPDATE

It is recommended that the City Council review the updated Strategic Plan and provide City staff with any changes in organization or substance.

Senior Analyst Carlson gave the presentation.

Mayor Parkhurst asked the Council if they had any questions then opened public comment. Seeing no one come forward, the Mayor closed public comment and brought the matter back to Council for further discussion.

Direction was provided to staff. Council Member Kriebs suggested an index of all completed goals. No action was taken.

Mayor Parkhurst asked if the Council had any suggestions for future agenda items. Hearing no requests from the Council, Mayor Parkhurst asked for a motion to adjourn the meeting.

Council Member Goss made a motion to adjourn

Council Member Garcia seconded the motion.

Mayor Parkhurst called for a vote of the Council:

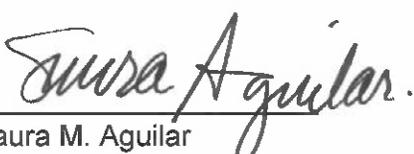
Ayes: Mayor Parkhurst, Mayor Pro Tem Lowe, Council Members Garcia, Goss, and Kriebs
Noes: None.
Absent: None.
Abstain: None.

The motion was approved by a unanimous voice vote by all Members present.

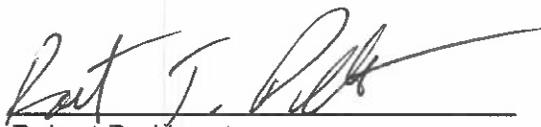
Meeting adjourned at 9:43 pm until the next Regular meeting on April 22, 2025 at this same location.

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 April 22, 2025.