



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

**Tuesday, June 27, 2023 - 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](mailto: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](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.

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**CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL**

Mayor Garcia called the meeting to order at 5:31 p.m. City Clerk Aguilar called the roll.

Present: Mayor Edward Garcia and Council Members Gene Goss, and Kristine Lowe

Absent: Mayor Pro Tem Kelly Kriebs and Council Member Robert Parkhurst

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  
Henry Amos, Police Captain  
Chris Cimino, Public Works Director  
Rebecca Silva-Barron, Community Services Manager  
Lawren Heinz, Administrative Analyst  
Rosemary Garcia, Administrative Assistant  
James Carlson, Management Analyst

**PLEDGE OF ALLEGIANCE AND INSPIRATION**

Council Member Goss led the Pledge of Allegiance, spoke about summer, and recited 10 quotes.

**APPROVAL OF MEETING AGENDA**

Vote of the City Council to proceed with City business.

Council Member Lowe made a motion to approve the agenda.

The motion was seconded by Council Member Goss.

Mayor Garcia called for a vote of the Council:

Ayes: Mayor Edward Garcia and Council Members Gene Goss, and Kristine Lowe  
Noes: None.  
Absent: Mayor Pro Tem Kelly Kriebs and Council Member Parkhurst  
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 Garcia asked for a motion.

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

The motion was seconded by Council Member Lowe.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia and Council Members Gene Goss, and Kristine Lowe  
Noes: None.  
Absent: Mayor Pro Tem Kelly Kriebs and Council Member Parkhurst  
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 June 13, 2023, City Council Regular meeting minutes.

Council Member Parkhurst recommended a change to a typo that was a non-substantive change to the minutes.

Council Member Lowe made a correction to the attendance that IT Manager Millan was present at the meeting and Management Analyst Carlson was not present at the meeting.

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

A motion to approve the meeting minutes for June 13, 2023, as amended, was made by Council Member Goss.

The motion was seconded by Council Member Lowe.

Mayor Garcia called for a vote of the Council.

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

The motion to approve the meeting minutes for June 13, 2023, was amended and was approved by a unanimous voice vote.

**MAYOR AND CITY COUNCIL REPORTS**

Reporting of Council Members' activities related to City business.

Council Member Lowe: attended the Community Yard Sale which was well attended and organized well.

Council Member Goss: attended a staff barbeque and thanked staff for putting it together.

Mayor Garcia: thanked administrative Analyst Nathalia Flores for her hard work and wished her well on her new job. Attended the San Gabriel Valley Council of Governments on June 15, 2023, there was a reseating of the Executive Committee.

Sierra Madre Community News Letter has been mailed out to all Sierra Madre residents. On Friday, June 30, 2023, Chief Bartlett will be hosting another hike, registration is required. There will be a third hike with Chief Bartlett on July 14, 2023. Fireworks are prohibited in Sierra Madre. On July 18, 2023, at 8:00 am, join the Police Department for Coffee with a Cop at Jpg Coffee Shop. The Sierra Madre Public Library Summer Reading Program is happening now and reading logs are available at the library through July 29, 2023. Attended the Friends of the Library dinner. Participation in operation support local Sierra Madre can be made through the Library. Participants can attend a free community event by hiking a trail, visiting a local museum, or supporting a local business. If you participate you can earn a Sierra Madre Public Library tote bag. The Fire Department encourages all residents to sign up for the paramedic subscription program.

**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**

Mary Lou Caldwell: thanked James Carlson for his assistance with her property's paperwork. Mentioned the Kiwanis are having a chili cook-off on July 1, 2023.

Geoffrey Woods: spoke on his great experiences with the Sierra Madre Fire Department and Police Department.

Chief Brent Bartlett: spoke on the Paramedic Subscription Program and wanted to note the cost of rates from Los Angeles County for transporting to the local hospital is going up 17% from \$2,700 to over \$3,200 without the paramedic subscription. It is \$82 to sign up after July 1, 2023.

Police Captain Henry Amos: Coffee with a Cop will be held July 12, 2023, at 8:00 am.

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

#### **PRESENTATION**

#### **PROCLAMATION IN RECOGNITION OF JULY AS PARK AND RECREATION MONTH**

Presented by Mayor Garcia to Community Services Manager Rebecca Silva-Barron, Administrative Analyst Lawren Heinz, and Administrative Assistant Rosemary Garcia

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**ACTION ITEMS**

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**CONSENT**

**a) CONSIDERATION OF RESOLUTION 23-51 APPROVING CERTAIN DEMANDS**

It is recommended that the City Council approve Resolution 23-51 approving payment of City Warrants in the aggregate amount of \$649,523.11; Sierra Madre Library Warrants in the aggregate amount of \$17,851.25; and Payroll Transfer in the aggregate amount of \$471,459.23; for the fiscal year ending June 30, 2023.

**b) NOTICE OF COMPLETION OF STREET IMPROVEMENT PROJECT FOR FISCAL YEAR 2022-2023**

It is recommended that the City Council accept the completed work by Hardy and Harper Inc., on behalf of the City, and direct staff to file a Notice of Completion with the Los Angeles County Clerk's Office.

**c) CONSIDERATION OF AWARD OF CONSTRUCTION CONTRACT TO CHRISTENSEN BROTHERS INC. FOR CONSTRUCTION OF THE 2023 DOWNTOWN WATER MAIN INSTALLATION SIDEWALK ENHANCEMENT AND STREET IMPROVEMENT PROJECT No. ST82302 IN AN AMOUNT NOT TO EXCEED \$2,160,000.00; AND APPROVE AN AMOUNT NOT TO EXCEED \$30,200 FOR THE PROJECT MANAGEMENT AND DAILY INSPECTION SERVICES FOR THE DOWNTOWN WATER MAIN INSTALLATION SIDEWALK ENHANCEMENT AND STREET IMPROVEMENT PROJECT No. ST82302**

It is recommended that the City Council award a construction contract to Christensen Brothers Inc., in an amount not to exceed \$2,160,000.00 for the 2023 Downtown Water Main Installation, Sidewalk Enhancement, and Street Improvement Project; and approve an amount not to exceed \$30,200 to West and Associates for the project management and daily inspection services for the 2023 Downtown Water Main Installation, Sidewalk Enhancement, and Street Improvement Project.

**d) CONSIDERATION OF AGREEMENT WITH COMMUNITY MEDIA OF THE FOOTHILLS FOR PROFESSIONAL RECORDING AND BROADCASTING SERVICES**

It is recommended that the City Council direct the City Manager to sign the new Professional Services Contract with Community Media of the Foothills for recording and broadcasting services.

**e) CONSIDERATION OF RESOLUTION 23-50, APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE CALIFORNIA HIGHWAY PATROL, THE CANNABIS TAX FUND GRANT OPPORTUNITY FOR WHICH THE CITY OF SIERRA MADRE IS ELIGIBLE; AND IF SELECTED, APPROVING THE EXECUTION OF STANDARD AGREEMENTS AND ANY AMENDMENTS THERETO, AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE**

It is recommended that the City Council approve Resolution 23-50, granting an award to the Sierra Madre Police Department from the California Highway Patrol (CHP), Cannabis

Tax Fund Grant (CTFG) in the amount of \$121,950.06. The police department will use the grant funds for enforcement and education related to cannabis use and possession.

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

Item A – Council Member Lowe asked if the check for the Fourth of July Parade will be paid for by the city and then reimbursed by the Fourth of July Committee. City Manager Reynoso responded that the payment was made by the city for a concert and the city will submit for reimbursement. He mentioned that the cost to put on the Fourth of July Parade is approximately \$30,000. The city provides police services and fire services, along with other services, at the cost of the city which is about approximately \$25,000 to \$30,000. The total cost of the parade is approximately \$60,000. The Fourth of July Committee participates with approximately 50 percent.

Item B – no questions from the Council.

Item C – Mayor Garcia asked if there was some type of due diligence for qualitative measures for a company that can do the projects. Are they generalists in all three projects or can they be a specialist in all three projects? Have any photographs been reviewed or was there any review of the sidewalk work done? Public Works Director Cimino responded that the project is all-inclusive. We did not anticipate a contractor that specializes in all three aspects of the project. However, there was anticipation that there would be subcontractors. We felt it was essential to complete the entire project at once since it is in the downtown district. The Christensen Brothers did not have any subcontractors when they were asked for references of projects similar to this project, and they provided five references. The city contacted the references, and three responded to the questions, and all three were in favor of Christensen Brothers and had good reviews.

Item D – no questions from the Council.

Item E – no questions from the Council.

Mayor Garcia opened the matter for public comment.

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

Seeing no one come forward, Mayor Garcia 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 Consent Agenda Items A-E.

Council Member Lowe seconded the motion.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia and Council Members Gene Goss, and Kristine Lowe

Noes: None.

Absent: Mayor Pro Tem Kelly Kriebs and Council Member Parkhurst

Abstain: None.

The motion to approve Consent Items A-E was passed by a unanimous voice vote.

## **DISCUSSION**

### **1. CONSIDERATION OF APPOINTMENTS TO SERVE ON VARIOUS COMMISSIONS FOR A FOUR-YEAR TERM BEGINNING JULY 1, 2023**

It is recommended that the City Council discuss making appointments to the various commissions and provide staff with direction.

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

Mayor Garcia opened public comment.

Geoffrey Woods: spoke on his experience and willingness to serve on the Community Services Commission.

Sam Peterson: spoke on his experience and willingness to serve on the Natural Resources Commission.

Kimberly Rodriguez: spoke on her experience and willingness to serve on the Natural Resources Commission.

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

City Clerk Aguilar advised that two e-mails had been received for this item.

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

The Mayor made a decision to appoint Ashley Bonenfant and Geoffrey Woods to the Community Services Commission and Kimberly Rodriguez to the Natural Resources Commission.

## **PUBLIC HEARING**

### **1. CONSIDERATION OF ADOPTION OF ORDINANCE No. 1467, AMENDING CHAPTER 9.32 (NOISE) OF TITLE 9 (PUBLIC PEACE, MORALS, AND WELFARE) OF THE SIERRA MADRE MUNICIPAL CODE**

It is recommended that the City Council hold a public hearing, and introduce for first reading Ordinance No. 1467, amending Chapter 9.32 (Noise) of Title 9 (Public Peace, Morals, and Welfare) of the Sierra Madre Municipal Code.

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

Council Member Goss made a motion to move the Public Hearing to a date certain of August 22, 2023.

Council Member Lowe seconded the motion.

Mayor Garcia called for a vote of the Council.

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

The motion to move the Public Hearing to a date certain of August 22, 2023, was passed by a unanimous voice vote.

**2. PUBLIC HEARING – TABULATION OF PROPOSITION 218 VOTE REGARDING THE AMENDMENT AND RATE INCREASE TO SOLID WASTE AGREEMENT WITH ATHENS SERVICES**

It is recommended that the City Council open the Public Hearing, receive testimony and ballots, and close the Public Hearing directing the City Clerk to tabulate the ballots and determine the result of the Proposition 218 process. If the determination by the City Clerk results in less than 50% plus one of all eligible voters voting “no”, the City Council may authorize the Mayor, City Clerk, and City Attorney to sign the signature page.

Management Analyst James Carlson gave a report.

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

Mayor Garcia opened the public hearing.

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

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

Mayor Garcia moved on to Discussion Item #1 while City Clerk Aguilar tabulated the results of Proposition 218.

**DISCUSSION**

**1. CONSIDERATION OF ANNUAL DEPARTMENT MILITARY EQUIPMENT USE AND ACQUISITION REPORT**

It is recommended that the City Council approve the Police Department's Annual Military Equipment Use and Acquisition Report per the guidelines of California Government Code § 7072 and compliance with Assembly Bill (AB) 481.

Captain Henry Amos gave the report.

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

Mayor Garcia opened public comment.

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

Seeing no one come forward, Mayor Garcia 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 Annual Department Military Equipment Use and Acquisition Report.

Council Member Lowe seconded the motion.

Mayor Garcia called for a vote of the Council.

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

The motion to approve the Annual Department Military Equipment Use and Acquisition Report was passed by a unanimous voice vote.

**PUBLIC HEARING ITEM #2**

Mayor Garcia brought Proposition 218 back to the Council to hear the tabulation results.

City Clerk Aguilar advised that the City Clerk's office finds that there are 3,413 eligible accounts. As of this evening, the City Clerk's Office received 70 ballots. As such, the number of ballots received failed to meet the majority requirements as outlined within the Proposition 218 process.

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

Council Member Goss made a motion to certify the tabulation results and to authorize the Mayor, City Clerk, and City Attorney to sign the signature page.

Council Member Lowe seconded the motion.

Mayor Garcia called for a vote of the Council.

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

The motion to certify the tabulation results and authorize the Mayor, City Clerk, and City Attorney to sign the signature page was passed by a unanimous voice vote.

**2. FISCAL YEAR 2021-2022 LEGISLATIVE SESSION UPDATE - PART 2**

It is recommended that the City Council receive and file this informational report.

City Attorney Giragosian gave the report.

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

Mayor Garcia opened public comment.

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

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

**ADJOURNMENT:**

Mayor Garcia asked for a motion to adjourn the meeting.

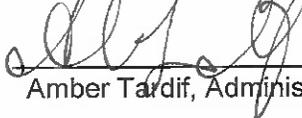
Council Member Goss made a motion to adjourn the meeting.

Council Member Lowe seconded the motion.

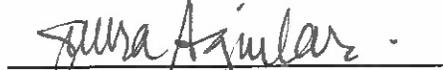
The meeting was adjourned at 8:08 p.m. to a Regular meeting to be held on July 11, 2023.

  
Edward Garcia, Mayor

Minutes taken and prepared by:

  
Amber Tardif, Administrative Analyst

Reviewed by:

  
Laura Aguilar, City Clerk