



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

SIERRA MADRE CITY COUNCIL

**Tuesday, January 25, 2022 - 5:30 pm**

Sierra Madre City Hall, City Council Chambers  
232 W. Sierra Madre Boulevard, Sierra Madre, CA 91024

**Pursuant to the Wednesday January 05, 2022 Los Angeles County Public Health Officer's order, everyone must wear a mask covering their mouth and nose at all times while indoors**

The Brown Act provides the public with an opportunity to make public comments at any public meeting. Public comment may also be made by e-mail to [PublicComment@CityofSierraMadre.com](mailto: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.

Any member of the public may also join the meeting as an attendee to provide their comments. To provide public comment as an attendee, please join the meeting at the start of our scheduled meeting time. Attendees will be muted upon entry into the meeting and will remain muted until any Public Comment period is opened. Attendees will be able to watch and listen to our meeting live to all topics being discussed by the Council. Once the Public Comment period is opened, you will utilize the "Raise Hand" feature in the Zoom Client, or dial \*9 from a landline or phone. You will then be placed in the queue for public comment and allowed to speak in the order that you entered the queue.

To participate in public  
comment call:  
669-900-9128  
Webinar ID: 886 9228 1449  
Passcode: 91024

To join from your computer:  
<https://bit.ly/CSMCC2022>  
Passcode: 91024

To join using Zoom:  
[www.zoom.com/join](http://www.zoom.com/join)  
Meeting ID: 886 9228 1449  
Passcode: 91024

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.

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

Mayor Goss called the meeting to order at 5:30 p.m. City Clerk Aguilar called the roll.

Present: Mayor Gene Goss, Mayor Pro Tem Edward Garcia, and Council Member Rachelle Arizmendi, Council Member Kelly Kriebs, and Council Member Robert Parkhurst

Also Present: Jose Reynoso, City Manager  
Miguel Hernandez, Assistant City Manager  
Aleks Giragosian, City Attorney  
Laura Aguilar, City Clerk/Administrative Services Manager  
Hillary Guirola-Leon, Finance Director  
Chris Cimino, Public Works Director  
Stephen McGee, Interim Utility Services Director  
Lori Garza, Interim City Librarian  
Brent Bartlett, Fire Chief  
Arnulfo Yanez, Deputy Director of Public Works  
Oscar Millan, IT Manager  
Vincent Gonzalez, Director of Planning and Community Preservation  
James Carlson, Management Analyst  
Rebecca Silva-Baron, Community Services Manager  
Clare Lin, Senior Planner

**PLEDGE OF ALLEGIANCE AND INSPIRATION**

Mayor Pro Tem Garcia led the Pledge of Allegiance and shared that in speaking to his children, they shared that their hopes and aspirations for 2022 is the end of quarantines and Covid. His 6 year-old, Violet hoped that humans would learn to fly. Despite Violet having been behind a mask for a third of her life she maintains a positive outlook on life. Mayor Pro Tem Garcia hopes that we can all take encouragement from our youth.

**APPROVAL OF MEETING AGENDA**

Mayor Goss asked for changes to the agenda or a motion to approve as presented.

Council Member Parkhurst made a motion to approve the agenda as presented.

Council Member Arizmendi seconded the motion.

Mayor Goss called for a roll call vote of the Council to approve the agenda.

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

The motion to approve the agenda as presented was passed 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 Goss asked for a motion to read all Ordinances and Resolutions by title only and waive the reading in full.

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

The motion was seconded by Council Member Kriebs.

Mayor Goss called for a roll call vote of the Council:

- Ayes: Mayor Goss, Mayor Pro Tem Garcia, and Council Members Arizmendi, Kriebs, and Parkhurst
- 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 MINUTES**

Mayor Goss asked for a motion or suggested changes to meeting minutes of the Regular Council meeting of January 11, 2022. Council Member Kriebs submitted changes to clarify the Consent Calendar to clarify that Council Member Kriebs asked questions specifically on Consent Item 1B.

Council Member Kriebs moved to approve the minutes of the Regular Council meeting of January 11, 2022 as presented.

Council Member Arizmendi seconded the motion.

Mayor Goss called for a roll call vote of the Council:

- Ayes: Mayor Goss, Mayor Pro Tem Garcia, and Council Members Arizmendi, and Kriebs
- Noes: None.
- Absent: None.
- Abstain: Council Member Parkhurst (absent at January 11, 2022 meeting).

The motion to approve the minutes of the Regular Council meeting of January 11, 2022, as amended, was passed by a unanimous voice vote.

**MAYOR AND CITY COUNCIL REPORTS**

Council Member Arizmendi: Attended the San Gabriel Valley Council of Governments meeting. She spoke to Metro CEO, Stephanie Wiggins to provide feedback with regards to the lack of the bus route and the new use of the MICRO.

Council Member Kriebs: Announced a program offered by the San Gabriel Valley Municipal Water District to convert their landscape to low water-use native plants. The program is first come, first served and allows up to \$1000 for landscape.

Council Member Parkhurst: Expressed his thanks to the Mayor and Council for allowing his comments to be read at the last meeting. Also communicated his gratitude Police, Fire, and Public Works for the work they have done to clear all the damage from the latest wind storm. Eight houses on Chaparral were affected by a downed tree and power lines.

Also shared that he attended the Energy, Environment, and Natural Resources Commission meeting last week. Also, announced that the Clean Power Alliance is working on getting a number of contracts for base load and new storage as well as a solar plus batteries.

Mayor Pro Tem Garcia: Attended the Senior Community Commission. They highlighted the Seniors Rock Concert with the Skinny Ties. Approximately 70 people attended the concert. The Commission also reported less TAP cards issued as a result of the elimination of the Metro bus routes. Lastly, 930 meals were served in 2021 to Sierra Madre seniors.

Mayor Pro Tem Garcia mentioned receiving a call from a resident about the Dial-A-Ride service. Those services were interrupted for a short time for vehicle repairs. The buses are now back in service.

Lastly, the Final EIR for the Meadows project is available on the City website for anyone wanting to view the report. Please be patient as the report is large and may take a while to download.

Mayor Goss: Attended the meeting for the Library Board of Trustees. As a result of Omicron, the Library is limited in its services to the community. Mayor Goss also reported that Margaret Quigley from the Friends of the Library announced that there would not be a Wine Tasting Event again this year.

#### 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 Goss opened the meeting for Public Comment on items not on the agenda.

One caller in the queue:

Deb Sheridan: requested a Town Hall meeting for the monastery to allow the community an opportunity to provide their comments.

Hearing no one else, Mayor Goss asked City Clerk Aguilar if any e-mails had been submitted for public comment. City Clerk Aguilar advised that four e-mails were received for items not on the agenda. All four e-mails were forwarded to the City Council for their review and consideration and uploaded to the City website for purposes of transparency and public access.

Clyde Stauff: expressed his opinion on the traffic study as it relates to the Meadows project.

Maria Karafilis: expressed opposition to the Meadows Project.

Deb Sheridan: requested a Town Hall meeting for the monastery to allow the community an opportunity to provide their comments.

Pat and De Alcorn: Expressed thanks to the City for mailing a "Notice of Availability of a Final Environmental Impact Report".

Mayor Goss asked City Clerk Aguilar to report on the Consent Calendar.

## AGENDA ACTION ITEMS:

### CONSENT

City Clerk Aguilar gave the following reports:

- a) **CONSIDERATION OF RESOLUTION 22-06 APPROVING CERTAIN DEMANDS**  
It is recommended that the City Council approve Sierra Madre City Council Resolution 22-06 approving payment of City Warrants in the aggregate amount of \$196,375.46; Sierra Madre Library Warrants in the aggregate amount of \$3,224.03; and Payroll Transfer in the aggregate amount of \$440,402.79; for the Fiscal Year ending June 30, 2022.
- b) **ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR THE FISCAL YEAR ENDED JUNE 30, 2021**  
It is recommended that the City Council Receive and file the Annual Financial Report (ACFR) for the Fiscal Year ended June 30, 2021.
- c) **HOUSING ELEMENT PROGRAM – OUTREACH CAMPAIGN ON SAN GABRIEL VALLEY LANDLORD INCENTIVE PROGRAM (SGVLIP)**  
It is recommended that the City Council receive and file the San Gabriel Valley Landlord Incentive Program information.

**d) CONSIDERATION OF LETTERS IN SUPPORT OF SAN GABRIEL VALLEY COUNCIL OF GOVERNMENT'S CALFIRE FIRE PREVENTION GRANT APPLICATIONS**

It is recommended that the City Council authorize staff to send letters of support for both SGVCOG CALFIRE Fire Prevention Grant Applications and authorize the Mayor to sign the letters on behalf of the City.

**e) CONSIDERATION OF AWARD OF BID FOR WATER MAIN LINING PROJECT IN AN AMOUNT NOT TO EXCEED \$70,000 TO ADVANTAGE REDLINE AND APPROVE THE BUDGET INCREASE OF \$70,000 TO THE WATER FUND**

It is recommended that the City Council award a construction contract to Advantage Redline in an amount not to exceed \$70,000 for the lining of 200 feet of 10-inch water main, and that the City Council authorize an increase to the Water Fund budget of \$70,000 for the cost of lining the 12-inch transmission water main on Canyon Crest to Brookside Lane

Mayor Goss asked if the City Council had any questions on any Consent item.

Item A – no questions from the Council.

Item B – no questions from the Council.

Item C – Council Member Kriebs asked staff to provide an update on the Landlord Incentive Program. City Planner Lin provided an update on the program.

Item D – no questions from the Council.

Item E – no questions from the Council.

Mayor Goss opened the matter for public comment.

Seeing no one raise their hand, Mayor Goss closed public comment and brought the matter back to Council for discussion and/or a vote.

Council Member Arizmendi asked Finance Director Guirola-Leon if the current ACFR is the one that received the award. Finance Director Guirola-Leon responded that the award was for 2020. Once the Council approves the current ACFR it will be submitted to GFOA for their consideration of an award.

Council Member Parkhurst commented that the City has received this award four years in a row and is confident that the City would receive another award for the current ACFR.

Mayor Pro Tem Garcia commented that the City utilizes an outside and independent auditor to conduct a financial review; Rogers, Anderson, Malody, and Scott LLP. No issues were found in their financial review.

Council Member Parkhurst expressed thanks for the City's application for the Cal Fire prevention grant.

Council Member Kriebs expressed her thanks to City staff with regards to the Water Main Lining Project in their creative thinking for coming up with a solution that is least disruptive to the residents.

Mayor Goss asked for a motion to approve Consent Items a-e;

Council Member Arizmendi made a motion to approve Consent Items a-e.

Council Member Parkhurst seconded the motion.

Mayor Goss called for a roll call vote of the Council.

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

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

**FUTURE ITEMS:**

Mayor Goss asked if the Council had any items for future agendas.

Council Member Parkhurst asked for a report on the PUC's procedure on net metering and the impact on those residents that have solar.

**ADJOURNMENT:**

Mayor Pro Tem Garcia made a motion to adjourn the meeting.  
The motion to adjourn was seconded by Council Member Kriebs.

Mayor Goss called for a roll call vote of the Council.

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

The motion to adjourn was passed by a unanimous voice vote.

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 6:05 p.m. to a Regular Meeting to be held on February 8, 2022.

  
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Gene Goss, Mayor

Minutes taken and prepared by:

  
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Laura Aguilar, City Clerk