



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

**Tuesday, November 14, 2023 - 5:30 pm**

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

The public may also join the meeting via Zoom.  
To join via a computer, tablet, or mobile device:

Zoom Link: <https://bit.ly/CSMCC2023>

Meeting ID: 882 6562 5222

Passcode: 158846

To join via a landline:

Dial: 669-444-9171

Meeting ID:

882 6562 5222

Passcode: 158846

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 5:37 p.m.

City Clerk Aguilar called the roll.

Present: Mayor Garcia Mayor Pro Tem Kriebs and Council Members Goss, Lowe, and Parkhurst (remotely)

Absent: None.

Also Present: Jose Reynoso, City Manager  
Aleks Giragosian, City Attorney  
Miguel Hernandez, Assistant City Manager  
Laura Aguilar, Deputy City Manager/City Clerk  
Hillary Guirola-Leon, Finance Director  
Arnulfo Yanez, Deputy Director of Public Works  
Chris Cimino, Public Works Director  
Gustavo Barrientos, Chief of Police  
Henry Amos, Police Captain  
Leila Regan, City Librarian  
James Carlson, Management Analyst  
Grace Li, Public Works Mgmt. Intern  
Steven McGee, Water Superintendent  
Clare Lin, Planning Manger  
Josh Wolf, Senior Planner

**PLEDGE OF ALLEGIANCE AND INSPIRATION**

Council Member Robert Parkhurst introduced Troop 110 to lead the audience in posting the colors and the Pledge of Allegiance. At the conclusion, Council Member Parkhurst reflected on Veterans Day and elaborated on its origin, and the signing of its armistice, and Unknown Soldier.

**APPROVAL OF MEETING AGENDA**

Vote of the City Council to proceed with City business.

Council Member Goss made a motion to approve the agenda.

The motion was seconded by Council Member Lowe.

Mayor Garcia called for a vote of the Council:

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

The motion to approve the agenda as presented was approved by a unanimous voice vote by all Council Members by voice vote.

**REPORT FROM CLOSED SESSION**

City Attorney Giragosian reported that the City Council met in closed session for anticipated litigation under government code section 54956.9(d) (2); 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 Garcia asked for a motion.

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

The motion was seconded by Council Member Goss.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Garcia, Mayor Pro Tem Kelly Kriebs and Council Members Goss, Lowe, and Parkhurst (remotely)  
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 unanimously by voice vote.

**APPROVAL OF MEETING MINUTES.**

Approval of October 24, 2023, City Council Regular meeting minutes.

A motion to approve the minutes was made by Council Member Parkhurst (remotely).

The motion was seconded by Mayor Pro Tem Kelly Kriebs.

Mayor Garcia called for a vote of the Council.

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

The motion to approve the minutes was approved unanimously by voice vote.

**MAYOR AND CITY COUNCIL REPORTS**

Reporting of Council Members' activities related to City business:

Council Member Goss: reported that he attended a meeting with Pasadena Unified School District and the YMCA for after-school youth programming, he also attended Sierra Madre Professional Firefighters Association Car Show on Veterans' Day.

Council Member Parkhurst (Remotely): reported that he attended the ribbon-cutting ceremony for PAX Pharmacy on October 28. On that day he also attended the wildlife workshop at Sierra Madre Search & Rescue, and he also attended the Pioneer Cemetery tour by the Sierra Madre Historical Preservation Society. On November 2<sup>nd</sup> he attended a meeting of the Clean Power Alliance, and on he also attended the car show on November 11.

Council Member Lowe: reported that she attended Athens Living with Wildlife presentation at Sierra Madre Search & Rescue and she also attended Halloween Happenings events on October 31.

Mayor Pro Tem Kelly Kriebs: reported that she attended the PAX ribbon-cutting on October 28, as well as the Sierra Madre Professional Firefighters Association Car Show on Veterans' Day.

Mayor Garcia: reported that he attended a meeting of the Los Angeles County Sanitation District then announced a number of upcoming community events.

**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 Garcia 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.

1. Joel Goodwin, Sierra Madre Blvd- thanked Sierra Madre for the bear-resistant trash cans; they made him feel safer.
2. David Gordon, Sierra Madre Playhouse- thanked the City and Public Works for the beautification project that included a wall in the front of the Playhouse; and announced upcoming events for the Sierra Madre Playhouse.

Seeing no, one else come forward, Mayor Garcia closed public comment for items not on the agenda and announced a number of presentations on the agenda.

**PRESENTATION**

**PRESENTATION TO DIRECTOR OF PUBLIC WORKS, CHRISTOPHER CIMINO FOR RECOGNITION OF 37 YEARS OF SERVICE**

**PRESENTATION TO DIRECTOR OF PLANNING AND COMMUNITY PRESERVATION, VINCENT GONZALEZ FOR RECOGNITION OF SERVICE**

Mr. Gonzalez was unable to attend the meeting so this item was continued to the next Council meeting

**PRESENTATION OF GREENER YARDS WITH CALIFORNIA WILD GARDENS - Presented by Management Intern Grace Li and Briana Lyon of California Wildlife Gardens**

**UPDATE ON THE STATUS OF THE LIBRARY MEANINGFUL IMPROVEMENT PROJECT**

Update provided by Deputy Public Works Director Arnulfo Yanez and City Librarian Leila Regan

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**ACTION ITEMS**

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City Clerk Aguilar gave the following reports:

**CONSENT**

- a) CONSIDERATION OF RESOLUTION 23-68 APPROVING CERTAIN DEMANDS**  
It is recommended that the City Council approve Resolution 23-68 approving payment of City Warrants in the aggregate amount of \$1,093,517.02; Sierra Madre Library Warrants in the aggregate amount of \$10,466.58; and Payroll Transfer in the aggregate amount of \$1,030,079.49; for the fiscal year ending June 30, 2024.
- b) WATER TREATMENT GRANULAR ACTIVATED CARBON (GAC) REPLACEMENT**  
It is recommended that the City Council award a contract in the amount of \$122,800 to Carbon Activated Corporation for the replacement of virgin carbon in the lead GAC treatment vessels to be completed in Fiscal Year 2023/2024.
- c) TREASURER’S REPORT – QTR ENDING SEPTEMBER 30,2023**  
It is recommended that the City Council receive and file the Treasurer’s Report for the cash and investment portfolio for the quarter ending September 30, 2023.

d) **RECOMMENDATION TO REJECT ALL BIDS FOR THE SIERRA MADRE LIBRARY SIGNIFICANT IMPROVEMENT CONSTRUCTION MANAGEMENT MULTI PRIME SERVICES PROJECT SPECIFICATION NO. FC82306**

It is recommended that the City Council reject all bids received on October 26, 2023, for the Sierra Madre Library Significant Improvement Construction Management Multi Prime Services.

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

Mayor Garcia opened the matter for public comment:

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

David Gordon: Spoke on Consent Item D, asking why the City Reserve accounts had so much unspent money and why it was not instead being used to repair infrastructure.

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

Mayor Garcia explained that most of the funds were earmarked for projects or reflected restricted funds that could only be used for very specific purposes. Going on to explain that in some cases the projects were already in progress or completed but that the funds had not yet been distributed.

Council Member Parkhurst made a motion (remotely) to approve Consent Items A-D

Mayor Pro Tem Kelly Kriebs seconded the motion.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs and Council Members Goss, Lowe, and Parkhurst (remotely)

Noes: None.

Absent: None.

Abstain: None.

The motion to approve Consent Items A-G was approved by a unanimous roll call vote.

**PUBLIC HEARING**

**1. CONSIDERATION OF ADOPTION OF RESOLUTION 23-69 APPROVING (1) A DEVELOPMENT AGREEMENT FOR THE MACOMBER CABIN AND (2) THE FIRST AMENDMENT TO AMENDED AND RESTATED DECLARATION OF ESTABLISHMENT OF CONDITIONS, COVENANTS, EASEMENTS AND RESTRICTIONS FOR STONEGATE AT SIERRA MADRE, AND (3) A THIRD AMENDMENT TO SETTLEMENT AGREEMENT AND RELEASE WITH CETT INVESTMENTS CORPORATION**

It is recommended that City Council hold a Public Hearing and consider Resolution No. 23-69 approving (1) a development agreement for the Macomber Cabin and (2) the First Amendment to Amended and Restated Declaration of Establishment of Conditions, Covenants, Easements and Restrictions for Stonegate at Sierra Madre, and (3) A third amendment to settlement agreement and release with CETT Investments Corporation.

The report was given by City Attorney Aleks Giragosian and Planning Manager Clare Lin. Property Owner Steven Chen provided testimony in the Public Hearing.

Mayor Garcia brought the matter to City Council for questions.

Mayor Garcia opened the matter for public comment:

1. Carol Canterbury, Victoria Lane: opposed building a replica of the Macomber Cabin versus restoring the actual cabin
2. Diane Sands Vice President of Sierra Madre Historical Preservation Society: opposed building a replica of the Macomber Cabin versus restoring the actual cabin
3. Jeff Lapidis, Montecito Avenue: opposed building a replica of the Macomber Cabin versus restoring the actual cabin
4. John Capoccia, Highland Avenue: opposed building a replica of the Macomber Cabin versus restoring the actual cabin
5. Deb Sheridan, Valle Vista: opposed building a replica of the Macomber Cabin versus restoring the actual cabin

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

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

Mayor Pro Tem Kriebs made a motion to approve only the third amendment of Resolution 23-69, the Settlement Agreement and Release, and to that extent, approve with the change of the extension date with CETT Investments Corporation to June 13, 2026

Council Member Goss seconded the motion.

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs and Council Members Goss, Lowe, and Parkhurst (remotely)  
Noes: None.  
Absent: None.  
Abstain: None.

9:13 pm Mayor Garcia called for a brief recess.

9:23 pm The City Council reconvened the meeting, with Council Member Parkhurst participating remotely.

## DISCUSSION

### **1. CONSIDERATION OF RESOLUTION 23-70 ADOPTING THE MEMORANDUMS OF UNDERSTANDING BETWEEN THE CITY OF SIERRA MADRE AND THE POLICE ASSOCIATION AND RESOLUTION 23-71, AMENDING THE CLASSIFICATION PLAN AND SALARY MATRIX AND ADOPTING THE AMENDMENTS TO THE TERMS AND CONDITIONS OF EMPLOYMENT FOR EXECUTIVE MANAGEMENT AND CONFIDENTIAL-EXEMPT EMPLOYEES**

It is recommended City Council approve Resolution 23-70 adopting the Police Association (PA) Memorandum of Understanding (MOU); approve Resolution 23-71, amending the Classification Plan and Salary Matrix, and amending the Terms and Conditions of Employment for Executive Management and Confidential-Exempt employees.

Assistant City Manager Hernandez gave the report.

Mayor Garcia brought the matter to City Council for questions.

Mayor Garcia opened the matter for public comment:

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

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

Council Member Lowe made a motion to approve Resolution 23-70 adopting the Police Association (PA) Memorandum of Understanding (MOU); approve Resolution 23-71, amending the Classification Plan and Salary Matrix, and amending the Terms and Conditions of Employment for Executive Management and Confidential-Exempt employees; and Resolution 23-71 without bullet point three *"With respect to the retiree medical insurance, the amendment updates the eligibility hire dates and reduces the years of service from 30 years to 20 years and updating eligibility dates."*

Council Member Parkhurst seconded the motion (remotely).

Mayor Garcia called for a vote of the Council.

Ayes: Mayor Edward Garcia, Mayor Pro Tem Kelly Kriebs and Council Members Goss, Lowe, and Parkhurst (remotely)  
Noes: None.  
Absent: None.  
Abstain: None.

**FUTURE ITEMS:**

Council Member Goss: Would like to have a discussion on expanding the Planning Commission from 5 members to 7.

Council Member Lowe: Would like to discuss the sidewalks at Gooden School, and the four-way stops at Baldwin and Laurel and Sunnyside and Mariposa.

**ADJOURNMENT:**

Mayor Garcia asked for a motion to adjourn the meeting.

Council Member Goss made a motion to adjourn the meeting.

Mayor Pro Tem Kelly Kriebs seconded the motion.

The meeting was adjourned at 10:00 pm to a Regular meeting to be held on December 12, 2023.



Edward Garcia, Mayor

Minutes taken and prepared by:



Laura Aguilar, City Clerk