



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

SIERRA MADRE CITY COUNCIL

**Tuesday, April 26, 2022 - 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. 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.

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.

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)

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

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

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

Absent: None.

Also Present: Jose Reynoso, Interim City Manager  
Miguel Hernandez, Assistant City Manager  
Aleks Giragosian, City Attorney  
Laura Aguilar, City Clerk/Administrative Services Manager  
Hillary Guirola-Leon, Finance Director  
Brent Bartlett, Fire Chief  
Vincent Gonzalez, Director of Community and Preservation  
Henry Amos, Police Captain  
Chris Cimino, Director of Public Works  
Arnulfo Yanez, Deputy Director of Public Works  
Lori Garza, Interim City Librarian  
Rebecca Silva-Barron, Community Services Manager  
Oscar Millan, IT Services Manager  
Sophia Kownatzki, Management Analyst

**PLEDGE OF ALLEGIANCE AND INSPIRATION**

Council Member Rachelle Arizmendi and acknowledged Armenian Genocide Remembrance Day. Armenian Genocide Remembrance Day commemorates the tragedy that occurred between 1915 – 1923 when 1.5 million Armenians lost their lives at the hands of the Ottoman Turkish Empire as part of a systematic program of genocide

**APPROVAL OF MEETING AGENDA**

Vote of the City Council to proceed with City business.

Motion to approve the agenda as presented was made by Mayor Pro Tem Garcia.

The motion was seconded by Council Member Parkhurst.

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

Ayes: Mayor Goss, Mayor Pro Tem Garcia, Council Member Arizmendi, Council Member Kriebs, and Council Member Parkhurst

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 Goss asked for a motion.

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

The motion was seconded by Kriebs.

Mayor Goss called for a 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 MEETING MINUTES**

Approval of April 5, 2022 City Council special meeting minutes.

Approval of April 12, 2022 City Council regular meeting minutes.

Mayor Goss confirmed with City Clerk Aguilar that Council would only make a motion on the Special meeting minutes for April 5, 2022.

Council Member Kriebs moved to approve the minutes of the Special Council meeting of April 5, 2022 as presented.

Council Member Parkhurst seconded the motion.

Mayor Goss called for a 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 minutes of the Special Council meeting of April 5, 2022 as presented.

**MAYOR AND CITY COUNCIL REPORTS**

Reporting of Council Members' activities related to City business.

Council Member Kriebs: Attended Earth Day events and the Solar Power Ribbon Cutting ceremony. Announced the Fire Hazard Reduction Program and upcoming Sierra Madre Fire Department events.

Council Member Parkhurst: Attended a board meeting of the Clean Power Alliance; announced that the Natural Resources Commission meeting was canceled for lack of quorum; reported on Earth Day events; and advised on battery-powered lawn care equipment.

Council Member Arizmendi: Attended the Solar Power Ribbon Cutting ceremony and Earth Day events. The events were well attended.

Mayor Pro Tem Garcia: Attended all Earth Day events as well. Also attended the Arcadia City Council meeting to present outgoing Mayor Sho Tay with a proclamation on behalf of the City of Sierra Madre.

Mayor Goss: Attended the Ribbon Cutting event at the new location for Savor the Flavor on April 16 with Council Member Parkhurst. Also, the Mayor attended the first in-person meeting of the Library Board of Trustees. Most notable from the meeting is the increase in Library attendance. In February 2022 there were 594 members of the public; March saw more than double the numbers with 1278 in attendance. Also, the City is reviewing bids for angled parking in front of the Library.

The Mayor announced that Fire Preparedness Week is next week the Fire Department planned events for the week.

Mayor Goss announced the unexpected passing of former Sierra Madre Mayor Nancy Walsh. Prior to being elected to the City Council, Mayor Walsh served on the Senior Community Commission. She worked tirelessly for our community's seniors.

Mayor Goss also announced that tomorrow is the annual Honor's Award Dinner to acknowledge the Citizen of the Year, Business of the Year, City volunteers, and City staff.

Lastly, the Mayor announced several vacancies on the various commissions and board and encouraged people to apply for the vacancies.

#### **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.

Pat Alcorn, Grandview Avenue: said she was disturbed with the public comment that provided at the Planning Commission. Mrs. Alcorn spoke in favor of the proposed project at the Monastery.

Ed Chen, Athens Services: Announced a compost giveaway this upcoming Saturday.

Father Clemente Barron, CP, 700 N. Sunnyside Avenue: Spoke in favor of the proposed project at the Monastery.

Alex Arrieta: Spoke about recent water restrictions imposed by the water district and concerns with the impact of the drought on the proposed project at the Monastery.

Kathleen Coyne, 389 E. Montecito: Noted that at the last Planning Commission meeting a Commissioner stated that he'd never been on the Monastery property. She considers this a disservice as his role as a Commissioner and encouraged him to visit the property.

Fire Chief Bartlett: Announced upcoming events for Fire Preparedness Week, including the Chipper Day event on May 7, 2022. Registration is available on-line.

Seeing no one else come forward, Mayor Goss closed public comment on items not on the agenda.

## **PRESENTATION**

**ANNUAL PRESENTATION BY SENIOR COMMUNITY COMMISSION ON SENIOR EVENTS.**  
Chair Patrick Holland and Commissioner Jacquie Pergola provided an update of all Senior events.

**PRESENTATION BY INFORMATION TECHNOLOGY MANAGER MILLAN ON THE CITY'S CYBER SECURITY**  
IT Manager Oscar Millan presented the Council with the purpose and scope of the City's Cyber security.

**ANNUAL PUBLIC SAFETY PRESENTATION BY POLICE CHIEF ARMALIN**  
This presentation was postponed to a date uncertain.

---

## **ACTION ITEMS**

---

City Clerk Aguilar gave the following reports under the Consent Calendar:

### **CONSENT**

- a) **CONSIDERATION OF RESOLUTION 22-18 APPROVING CERTAIN DEMANDS**  
It is recommended that the City Council approve Resolution 22-18 approving payment of City Warrants in the aggregate amount of \$779,175.77; Sierra Madre Library Warrants in the aggregate amount of \$7,324.18; and Payroll Transfer in the aggregate amount of \$432,667.69; for the fiscal year ending June 30, 2022.
- b) **SECOND READING OF ORDINANCE 1453, ADDING CHAPTER 6.10 ("FEEDING OF WILDLIFE PROHIBITED") TO TITLE 6 ("ANIMALS") AND AMENDING SECTION 8.16.010 ("PROPERTY MAINTENANCE-NUISANCES") OF CHAPTER 8.16 (SITE NUISANCES) OF TITLE 8 ("HEALTH AND SAFETY" OF THE SIERRA MADRE MUNICIPAL CODE TO PROHIBIT THE FEEDING OF CERTAIN WILDLIFE**  
It is recommended the City Council conduct a second reading and adopt Ordinance 1453 by title only and waive further reading.
- c) **EQUIPMENT TRANSFER FROM THE CITY OF MONROVIA TO THE CITY OF SIERRA MADRE.**  
It is recommended that City Council approve the Equipment Transfer Agreement with the City of Monrovia, and authorize the City Manager, or his designee, to accept and expend any additional 2022 State Homeland Security Grant Program (SHSGP) funds that may become available, and execute the necessary Sub-Recipient Agreement (SRA).
- d) **DECLARATION OF CITY-OWNED VEHICLES AND EQUIPMENT TO BE SURPLUSED**  
It is recommended that the City Council declare the vehicles and equipment listed in the report to be surplus and approve the disposal of the items.
- e) **GENERAL PLAN ANNUAL PROGRESS REPORT**  
It is recommended that the City Council receive and file the General Plan 2021 Annual progress report for the Governor's Office of Planning and Research.

Mayor Goss brought the matter to the City Council for discussion.

Mayor Goss opened the matter for public comment.

Seeing no one come forward, Mayor Goss asked if any e-mails had been received. City Clerk Aguilar advised that no e-mails had been received.

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

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

Council Member Arizmendi seconded the motion.

Mayor Goss called for a vote of the Council.

Ayes: Mayor Goss, Mayor Pro Tem Garcia, Council Member Arizmendi, Council Member Kriebs, and Council Member Parkhurst

Noes: None.

Absent: None.

Abstain: None.

The motion to approve Consent items a-e was passed unanimously was passed by all those present.

## **DISCUSSION**

### **1. RICHARDSON HOUSE AND LIZZIE'S TRAIL INN STATE OF INFRASTRUCTURE** It is recommended that the City Council receive and file this report.

Public Works Director Chris Cimino gave the presentation, including a Power Point presentation that provided images of the current state of infrastructure at the Richardson House and Lizzie's Trail.

### **2. INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS AND ORDERING THE PREPARATION OF THE ENGINEER'S REPORT FOR THE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT AND SIERRA MADRE LIGHTING AND MAINTENANCE DISTRICT NO. 1**

It is recommended that:

The City Council adopt Resolution 22-19 authorizing NBS to prepare and file with the City Clerk, the Engineer's report concerning the levy and collection of assessments within the Downtown Landscaping and Lighting Maintenance Assessment District for the Fiscal Year commencing July 1, 2022, and ending June 30, 2023; and

The City Council adopt Resolution 22-20 authorizing NBS to prepare and file with the City Clerk, the Engineer's Report concerning the levy and collection of assessments within the Sierra Madre Lighting and Maintenance District No. 1 for the Fiscal Year commencing July 1, 2022, and ending June 30, 2023.

Mayor Goss brought the matter to the City Council for discussion. Council discussed the topic.

Mayor Goss opened the public comment period.

Seeing no one come forward, Mayor Goss closed the public hearing and brought the matter back to the City Council for further discussion.

Mayor Goss asked for a motion.

A motion was made to approve Resolution 22-19 and Resolution 22-20, including a map of Lighting District 1 was made by Council Member Kriebs and seconded by Council Member Parkhurst.

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

Ayes: Mayor Goss, Mayor Pro Tem Garcia, Council Member Arizmendi, Council Member Kriebs, and Council Member Parkhurst

Noes: None.

Absent: None.

Abstain: None.

The motion was passed unanimously was passed by all those present.

**FUTURE ITEMS:**

Mayor Goss asked if any Council Member wished to add any items for future meetings.

Council Member Parkhurst asked for staff to return with an update regarding potential uses of electric landscape equipment, including rebates and funding options.

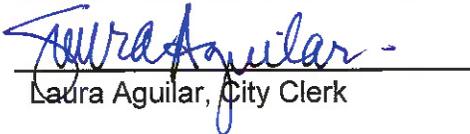
**ADJOURNMENT:**

Mayor Goss asked for a motion to adjourn the meeting. Council Member Arizmendi made a motion to adjourn the meeting. Council Member Kriebs seconded the motion. The meeting was adjourned at 7:24 p.m. to a Regular Meeting to be held on May 10, 2022.



Gene Goss, Mayor

Minutes taken and prepared by:

  
Laura Aguilar, City Clerk