

**MINUTES
REGULAR MEETING
SIERRA MADRE CITY COUNCIL**

**Tuesday, May 28, 2024
5:30 pm**

**City of Sierra Madre
City Council Chambers
232 W. Sierra Madre Boulevard
Sierra Madre, California 91024**

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

Michael Amerio, City Treasurer



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 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, 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 Kriebs called the meeting to order at 5:32p.m. City Clerk Aguilar called the roll.

Present: Mayor Kelly Kriebs, Mayor Pro Tem Robert Parkhurst, and Council Members Edward Garcia, Gene Goss, and Kristine Lowe.

Absent: None.

Also Present: Jose Reynoso, City Manager
Miguel Hernandez, Assistant City Manager
Thais Alvarez, Assistant City Attorney
Laura Aguilar, Deputy City Manager/City Clerk
Arnulfo Yanez, Public Works Director
Gustavo Barrientos, Police Chief
James Carlson, Management Analyst
Clare Lin, Planning Manager
Joshua Wolf, Senior Planner
Leila Regan, City Librarian
Tom Denison, Planning Commission Chair

PLEDGE OF ALLEGIANCE AND INSPIRATION

Council Member Lowe led the Pledge of Allegiance. Following the Pledge of Allegiance, Council Member Lowe shared words of inspiration to mark the end of the school year.

Council Member Lowe recited a poem titled "Lessons for Living" by Alora M. Knight, emphasizing the values of truthfulness, kindness, wisdom, care, respect, and love.

She welcomed the arrival of summer and expressed optimism for the continued growth and well-being of the community's children.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Council member Edward Garcia made a motion to approve the agenda as presented.

The motion was seconded by Mayor Pro Tem Parkhurst

Mayor Kriebs called for a vote of the Council:

Ayes: Mayor Kriebs, Mayor Pro Tem Parkhurst, and Council Members Garcia, Goss, and Lowe

Noes: None.

Absent: None.

Abstain: None.

The motion to move 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.

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

The motion was seconded by Council Member Kristine Lowe.

Mayor Kriebs called for a vote of the Council:

Ayes: Mayor Kriebs, Mayor Pro Tem Parkhurst, and Council Members Garcia, Goss, and Lowe

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 May 11, 2024, City Council Regular meeting minutes

Mayor Pro Tem Parkhurst and Council Member Garcia requested non-substantive amendments to the meeting minutes.

Mayor Pro Tem Parkhurst requested that the minutes reflect the following changes:

- Inspiration – the word “measures” is misspelled.
- Mayor Pro Temp comments – please replace “He also attended the Community Services meeting discussing the Bailey Canyon Meadows project” with “He also attended the Community Services meeting discussing the public park at the Meadows housing project”.
- Middle School Community Youth Programming – delete one of the “Community Services Supervisor” in the summary.

Council Member Garcia requested the following corrections:

- the "o" in De Alcorn's name was omitted in the section for comments on non-agenda items.
- in my council report, I mentioned the auto accident that took the lives of three young men and injured others. Could I please have the one I mentioned by name changed to Michael from Mike, and please change "injuring three other young men" to "injured three others" as two of the injured were young women.

- During the discussion of sources of revenue, I recollected that David Gordon was not in favor of the parcel tax since it only funds personnel costs.

Mayor Kriebs called for a motion to approve the amended meeting minutes.

A motion to approve the amended meeting minutes for May 11, 2024, was made by Council Member Goss.

The motion was seconded by Mayor Pro Tem Parkhurst.

Mayor Kriebs called for a vote of the Council

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

The motion to approve the amended meeting minutes for May 11, 2024, was approved by a unanimous voice vote.

MAYOR AND CITY COUNCIL REPORTS

Reporting for Council Members' activities related to City business.

Council Member Garcia: reported that he attended the Public Works Open House on May 18th. He highlighted the event's success, expressing gratitude to Athens Disposal for providing a large bounce house shaped like a garbage truck. Additionally, West Coast Arborist and the San Gabriel Valley Municipal Water District were present, distributing handouts and information about their services.

Council Member Lowe: reported attending several events and meetings in May. On May 16th, she attended the Chamber of Commerce mixer at RT Rogers Brewery. That same day, she attended the Planning Commission meeting focused on home expansion on South Mountain Trail.

On May 18th, Council Member Lowe attended the Public Works Open house and on May 20th, she attended the Community Services Commission meeting. Discussions at that meeting included plans for The Meadows Park, with significant community input. The next meeting for this topic is scheduled for June 17th. Additionally, the meeting addressed a sports field MOU violation and upcoming amendments, as well as plans for a new mural on the Rose Float Association's sidewall.

Lastly, on May 25th, Lowe attended the Mount Wilson Trail Race. She expressed enthusiasm for the upcoming events and encouraged community involvement.

Council Member Goss: reported on his activities in May. On May 14th, he attended a Transportation Subcommittee meeting. He noted that City Hall now has electric bikes and mentioned plans to demonstrate their use in the city at a future meeting.

On May 16th, he attended the Chamber of Commerce mixer with Council Member Lowe at RT Rogers Brewery. On May 25th, Council Member Goss attended the Mount Wilson Trail Race. He commended Pete Siberell the Mount Wilson Trail Race Committee, and City staff, for their contributions to the event's success.

Mayor Pro Tem Parkhurst: reported that he had been traveling since the last Council meeting. He mentioned attending a Clean Power Alliance meeting, where plans were discussed to release an annual Request for Proposal (RFP) for renewable energy contracts.

On May 27th, Parkhurst attended the Memorial Day celebration at Pioneer Cemetery, organized by the Veterans of Foreign Wars. He mentioned receiving a certificate from Congresswoman Judy Chu's office recognizing the occasion.

Mayor Kriebs: She attended a Los Angeles County Sanitation Board meeting. The meeting discussed the upcoming rate increase and the implementation process, as well as the approval of union contracts in the next meeting.

She also attended the Mount Wilson Trail Race on May 25th, where she had the honor of ringing the bell at Kersting Court for the race sendoff. She acknowledged Bob Spears and the trail maintenance team for their excellent work.

In terms of City announcements, Mayor Kriebs mentioned the need for three Commissioners: two for the Senior Community Commission and one for the Planning Commission. She encouraged residents to apply as the terms are coming up soon.

National Sidewalk CPR Event: Hosted by the fire department on Saturday, May 29th from 9:00 AM to 11:00 AM at Kersting Court.

Community Yard Sale: Organized by the Sierra Madre Senior Commission on Saturday, June 15th at 8:00 AM at Memorial Park, and The Kensington Symposium on Aging.

British Home Open House: On Saturday, June 1st, starting at 9:00 AM.

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 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 comments made from the podium will be recognized by the City Council and entered into public record.

PROVIDING 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 TOPICS 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 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 Kriebs opened the meeting for public comment on non-agenda items.

Leila Regan, City Librarian: announced upcoming summer events and programming.

Clerk Aguilar advised that no emails have been received for non-agenda topics.

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

PRESENTATIONS

PRESENTATION OF ANNUAL PHILANTHROPIC DONATIONS FROM THE SIERRA MADRE CIVIC CLUB

Presented by Collen J, McKernan, President of the Sierra Madre Civic Club.

ROSE FLOAT ASSOCIATION TO PRESENT CITY COUNCIL WITH THE JANUARY 1ST, 2024 ROSE PARADE FLOAT PICTURE

Presented by David Karp, Director.

RECOGNITION OF MR. RAVI DEV FOR RECEIVING THE PUBLIC HEALTH TEACHER OF THE YEAR AWARD FOR THE SECOND CONSECUTIVE YEAR BY THE SAN GABRIEL VALLEY MOSQUITO & VECTOR CONTROL DISTRICT

Presented by Medina Diaz, San Gabriel Valley Mosquito and Vector Control District

ACTION ITEMS

Presented by City Clerk Aguilar

CONSENT

- a) **CONSIDERATION OF RESOLUTION 24-28 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 24-28 approving payment of City Warrants in the aggregate amount of \$452,117.30; Sierra Madre Library Warrants in the aggregate amount of \$13,460.23; and Payroll Transfer in the aggregate amount of \$537,092.60; for the fiscal year ending June 30, 2024.

- b) **CANCELLATION OF THE AUGUST 13, 2024 AND AUGUST 27, 2024 REGULAR CITY COUNCIL MEETINGS**
It is recommended that the City Council approve the cancellation of the Regular City Council meetings scheduled for August 13, 2024, and August 27, 2024, and direct staff to pay all necessary expenses during that time.

- c) **NOTICE OF COMPLETION OF THE DOWNTOWN SIDEWALK ENHANCEMENT WATER / STREET PROJECT FOR FY 2023-24.**
It is recommended that the City Council accept Christensen Brothers Inc.'s completed work on behalf of the City and direct staff to file a Notice of Completion with the County of Los Angeles Clerk/Recorder.

- d) **INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENT AND ORDERING THE PREPARATION OF THE REPORT FOR THE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE ASSESSMENT DISTRICT FOR FISCAL YEAR 2024-2025.**
It is recommended that the City Council approve Resolution 24-30 and authorize NBS to prepare and file with the City Clerk, the Engineer's Report concerning the levy and collection of assessments within the Downtown Landscaping Lighting Maintenance Assessment District for the Fiscal Year commencing July 1, 2024, and ending June 30, 2025.

- e) **CONSIDERATION OF MEMORANDUM OF UNDERSTANDING (MOU) FOR POLICE SERVICES BETWEEN THE CITY OF ARCADIA AND CITY OF SIERRA MADRE**
It is recommended that the City Council authorize the City Manager to enter into a Memorandum of Understanding (MOU) with the City of Arcadia for the provision of supplemental law enforcement services for events taking place at Santa Anita Park. This MOU will enhance public safety, improve emergency response capabilities, and foster greater collaboration between our cities.

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

Mayor Kriebs opened Public Comment.

Seeing no one come forward, Mayor Kriebs brought the matter back to the City Council for further discussion and/or a motion.

Mayor Pro Tem Parkhurst made a motion to approve Consent items A-E.

Council Member Garcia seconded the motion.

Mayor Kriebs called for a vote of the Council

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

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

PUBLIC HEARING

1. **FIRST READING OF ORDINANCE NO. 1470 AMENDING CHAPTER 17.08 (DEFINITIONS), CHAPTER 17.82 (HISTORIC PRESERVATION), CHAPTER 17.85 (HOME OCCUPATIONS), AND CHAPTER 17.88 (TEMPORARY USE PERMITS) OF TITLE 17 (ZONING) OF THE SIERRA MADRE MUNICIPAL CODE**

It is recommended that the City Council adopt Ordinance 1470, incorporated herein as Attachment A, amending Chapter 17.08 (Definitions), Chapter 17.82 (Historic Preservation),

Chapter 17.85 (Home Occupations), and Chapter 17.88 (Temporary Use Permits) of Title 17 (Zoning) of the Sierra Madre Municipal Code

Joshua Wolf, Senior Planner gave the report.

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

Mayor Kriebs opened the Public Hearing for comment.

City Clerk Aguilar advised that the City Clerk's Office received four emails on this topic from:

- Anthony Sweeney
- Steve Rostker
- Justin and Kim Brandstater
- Debbie and Bert Willis

Seeing no one else come forward, Mayor Kriebs brought the matter back to the City Council for further discussion and/or a motion.

Mayor Pro Tem Parkhurst made a motion to approve the first reading of Ordinance 1470 amending Chapter 17.08, Chapter 17.85, and Chapter 17.88 of the Sierra Madre Municipal Code with modifications.

Council Member Gene Goss seconded the motion.

Mayor Kriebs called for a vote of the Council

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

The motion to approve the first reading of Ordinance 1470 amending Chapter 17.08, Chapter 17.85, and Chapter 17.88 of the Sierra Madre Municipal Code was approved by a unanimous voice vote.

2. CONSIDERATION OF RESOLUTION 24-29 TO CONSIDER AN APPEAL OF THE PLANNING COMMISSION DECISION APPROVING AMENDMENTS TO CONDITIONAL USE PERMIT 22-03 CONDITIONS OF APPROVAL FOR PRIVATE RENTAL EVENTS AND FILMING AT THE VILLA DEL SOL D'ORO LOCATED AT THE ALVERNO HEIGHTS ACADEMY CAMPUS ADDRESSED AT 200 NORTH MICHILLINDA AVENUE

It is recommended that the City Council approve Resolution 24-29, hold a de novo public hearing, and consider all pertinent materials and testimonies

Clare Lin, Planning Manager gave the report.

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

Mayor Kriebs opened the Public Hearing for comment.

City Clerk Aguilar noted that the City Clerk's office received 19 emails on this topic from:

Chuni Chow	Leesa Puleo
Mark Fleischman	Patina S.
Robert Nydam	Will Serrano
Carolyn Halpern	John Bull
Cynthia Swenka	Keith Stephens
Ms. Rosadella	Sue Chorbajian
Kristin Stephens	Sue Chorbajian
Martin Ericks	Rett Bren
Leesa Puleo	Ms. Buchanan
Kristin Stephens	

Keith Stevens: Spoke against the approval of Resolution 24-29.

Running Bear Bunch: is in favor of the approval of the resolution.

Leesa Puleo, W Highland Avenue: Spoke against approval of the resolution.

Kristin Stephens: Spoke against approval of the resolution.

Chui Chow, Michillinda Avenue: Spoke against approval of the resolution. She expressed frustration with the noise and disturbances caused by Alverno Heights Academy's rental activities over the past 30 years.

Andrea Bertolini Facility Director at Alverno, E Grandview: She expressed several points regarding the Conditional Use Permit (CUP) conditions for events at the Villa. She explained that most events discussed were under older Temporary Use Permit (TUP) conditions prior to the updated CUP in October. She also addressed ongoing issues with the website and calendar updates, explaining technical challenges and efforts to improve transparency. She acknowledged problems with the Securitas phone system and described steps taken to rectify it. The director emphasized the continued efforts to comply with city requirements and to address neighbor concerns, indicating a willingness to provide further information as needed.

Indi Savitala, Noise Consultant for Alverno Heights: Spoke about their work on developing a noise ordinance for the city, emphasizing the complexity of addressing noise issues. He explained that the Villa's noise did not fit neatly into existing categories and referenced the 1996 noise levels as a precedent. He discussed efforts to create an enforceable noise ordinance, highlighting the proposed limit of 70 decibels and a brief allowance for 84 decibels. The consultant noted challenges in implementing low-frequency noise measures but stated that the current proposal is a significant step forward, aiming to accommodate all institutional event noise in Sierra Madre.

Seeing no one else come forward, Mayor Kriebs brought the matter back to the City Council for further discussion and/or a motion.

9:54 At this time Mayor Kriebs called for a brief recess.

10:08 Mayor Kriebs reconvened the Council meeting with all members present.

The City Council discussed the matter at length.

Mayor Pro Tem Parkhurst made a motion to amend the Alverno Heights Conditional Use Permit (CUP) of hosting 26 events to 13 events, effective January 1, 2025 with review of City Council by October, 2024.

Council member Lowe seconded the motion.

Mayor Kriebs called for a vote of the Council

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

The motion to was approved by a unanimous voice vote.

DISCUSSION

1) DISCUSS INTENT TO SET ASSESSMENTS AND CONFIRM THE ENGINEER'S REPORT FOR THE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT AND SET DATE FOR PUBLIC HEARING

It is recommended that the City Council approve Resolution No. 24-31, confirm the Engineer's reports, and set June 11, 2024, as a date for a public hearing on the matter of the Downtown Landscaping and Lighting Maintenance Assessment District for the Fiscal Year commencing July 1, 2024, and ending June 30, 2025.

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

Mayor Kriebs opened public comment.

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

Seeing no one come forward, Mayor Kriebs brought the matter back to the City Council for further discussion and/or a motion.

Council Member Goss made a motion to approve Resolution No. 24-31, confirm the Engineer's reports, and set June 11, 2024, as a date for a public hearing on the matter of the Downtown Landscaping and Lighting Maintenance Assessment District for the Fiscal Year commencing July 1, 2024, and ending June 30, 2025

Mayor Pro Tem Parkhurst seconded the motion.

Mayor Kriebs called for a vote of the Council

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

The motion to approve Resolution No. 24-31, confirm the Engineer's reports, and set June 11, 2024, as a date for a public hearing on the matter of the Downtown Landscaping and Lighting Maintenance Assessment District for the Fiscal Year commencing July 1, 2024, and ending June 30, 2025 was approved by a unanimous voice vote.

FUTURE AGENDA ITEMS

Alverno CUP to return for review in October 2024 (Kriebs)

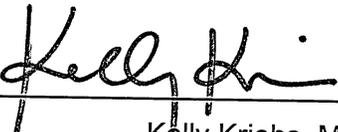
ADJOURNMENT

Mayor Kriebs asked for a motion to adjourn the meeting.

Council Member Gene Goss made a motion to adjourn the meeting.

Mayor Pro Tem Parkhurst seconded the motion.

The meeting was adjourned at 11:51 p.m. to a Regular meeting to be held on June 11, 2024.



Kelly Kriebs, Mayor

Minutes taken and prepared by:



Laura Aguilar, City Clerk

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.

PUBLIC HEARING

The appellant and/or applicant will each be provided a total of ten (10) minutes to address their item. A portion of their allotted time may be reserved for rebuttal or a summary conclusion at the close of public comment. All other speakers will be limited to a total of three continuous minutes, which cannot be delegated. These rules will be enforced but may be changed by appropriate City Council action.

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 June 11, 2024.