



CITY OF SIERRA MADRE

CITY COUNCIL SPECIAL MEETING AGENDA

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

Tuesday, December 16, 2025, 5:30 P.M.
City Council Chambers, 232 W. Sierra Madre Blvd.

AMERICANS WITH DISABILITIES ACT

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from the City Clerk at (626) 574-5455. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

PUBLIC COMMENT & ACCESS

The Brown Act provides the public with an opportunity to make public comments at any public meeting. As an alternative, public comment may be submitted by e-mail to publiccomment@sierramadrecal.gov by 3:00PM on the day of the meeting. Emails will be acknowledged at the City Council meeting, filed into public record, and scanned onto the City website for public review.

A copy of the posted agenda and a live video stream of the meeting can be found on the City's website at sierramadrecal.gov , on Foothills Media website at foothillsmedia.org/sierramadre, and broadcast on Government Access Channel 3 (Spectrum).

If you require special assistance to participate in this meeting, please contact the City Clerk's Office at (626) 355-7135 at least 48 hours prior to the meeting.

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 City Council's ability to conduct City business may be asked to leave the meeting. Any and all demonstrations which disrupt, interrupt, or obstruct the City 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.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE AND INSPIRATION

3. ROLL CALL OF CITY COUNCIL MEMBERS

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

4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Any person wishing to speak before the City Council is asked to complete a Speaker Card and provide it to the City Clerk prior to the start of the meeting. Speakers are generally limited to three (3) minutes per person and time may not be delegated; any changes to the allotted time will be announced prior to the Public Comment period. Under the Brown Act, the City Council is prohibited from discussing or taking action on any item not listed on the posted 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.

5. PRESENTATIONS

- a. Presentation to outgoing Mayor Pro Tem Kristine Lowe
- b. Presentation to outgoing Mayor Robert Parkhurst

6. DISCUSSION ITEMS

- a. City Council Election of Mayor and Mayor Pro Tempore
CEQA: Not a Project
Recommended Action: It is recommended that the City Council elect a Mayor and Mayor Pro Tem to serve a 12-month term, ending December 2026.

7. ADJOURNMENT

No other business than the above will be considered at this meeting.



CITY OF SIERRA MADRE

STAFF REPORT

CITY CLERK'S OFFICE

DATE: December 16, 2025
TO: Honorable Mayor and City Council
FROM: Laura Aguilar, City Clerk
SUBJECT: **City Council Election of Mayor and Mayor Pro Tempore**

RECOMMENDATION

It is recommended that the City Council elect a Mayor and Mayor Pro Tempore (Mayor Pro Tem) to serve a 12-month term, ending December 2026.

SUMMARY

In Sierra Madre, the Mayor and Mayor Pro Tem are not directly elected positions; rather, they are ceremonial appointments made each December by the City Council majority for a 12-month term.

In their role as Mayor, the elected Council Member leads City Council meetings, attends various community and regional events, and represents Sierra Madre at the Los Angeles County Sanitation District and the Los Angeles County Board of Supervisor meetings, among other official duties. Additionally, the Mayor signs resolutions and ordinances after the City Council approves them. The role of Mayor Pro Tem is to perform the duties of the Mayor in their absence.

STRATEGIC PLAN RELATIONSHIP

Not Applicable.

ENVIRONMENTAL ANALYSIS

The proposed action does not constitute as a project under the California Environmental Quality Act ("CEQA"), based on Section 15061(b)(3) of the CEQA Guidelines, as it can be determined with certainty that it will have no impact on the environment.

FISCAL IMPACT

There is no impact to the General Fund as a result of the recommended action.

Approved by:



Michael Bruckner
City Manager