

**MINUTES
REGULAR MEETING
SIERRA MADRE CITY COUNCIL**

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

**Tuesday, July 9, 2024
5:30 pm**

Michael Amerio, City Treasurer

**City of Sierra Madre
City Council Chambers
232 W. Sierra Madre Boulevard
Sierra Madre, California 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; 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 5:32 p.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
Laura Aguilar, Deputy City Manager/City
Aleks Giragosian, City Attorney
Hillary Guirola-Leon, Finance Director
Arnulfo Yanez, Public Works Director
Ted Tegart, Community Services Supervisor
Clare Lin, Planning Manager
Joshua Wolf, Senior Planner
Thomas Holmes, Administrative Analyst

PLEDGE OF ALLEGIANCE AND INSPIRATION

Council Member Garcia led the Pledge of Allegiance. Following the Pledge of Allegiance, Council Member Garcia expressed his sentiments around Independence Day and election days, reflecting on his Cuban heritage and the differences in governance between Cuba and the United States. He read a passage from the Declaration of Independence, highlighting the importance of life, liberty, and the pursuit of happiness. Garcia emphasized the significance of these principles and the Constitution. He underscored the importance of representation through Congress, as established in Article One of the Constitution. Garcia concluded by encouraging everyone to reflect on the nation's greatness.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Mayor Kriebs made a motion to approve the agenda.

The motion was seconded by Council Member Kristine Lowe.

Prior to the vote, City Manager Reynoso indicated that he wanted to move Consent item 1E to the second item of discussion.

Council member Goss made a motion to approve the agenda as amended.

The motion was seconded by Council Member Lowe.

The motion to approve the agenda as presented died.

Mayor Kriebs called for a vote of the Council to approve the agenda as presented:

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 amended 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 by title only was made by Council Member Lowe.

The motion was seconded by Council member Goss.

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.

MAYOR AND CITY COUNCIL REPORTS

Reporting for Council Members' activities related to City business.

Council Member Lowe: Council Member Lowe reported on recent activities, highlighting the 3rd of July celebrations in Memorial Park. She noted that the 4th of July parade was well-attended and enjoyable,

despite the warm weather. Additionally, Lowe mentioned that the Planning Commission did not meet on July 4th, but she had the opportunity to review a previous agenda item on pre-approved Accessory Dwelling Units (ADUs). She visited a recently built ADU by former Planning Commissioner Bob Spears.

Council Member Garcia: Council Member Garcia reported on attending the July 3rd events in the park, praising the Sierra Madre Events Committee and the YMCA for their excellent work. Garcia noted the July 4th parade was well-attended, with fewer empty spots along the streets compared to previous years, indicating renewed excitement for the parade. He also mentioned that the Senior Community Commission meeting, originally scheduled for July 4th, has been postponed to Monday, July 11th.

Council Member Goss: Council member Goss reported that he missed the beer garden and the parade for the first time in ten years due to contracting COVID-19. He expressed regret about missing the events. He concluded by reminding everyone that COVID-19 is still present and advised caution.

Mayor Pro Tem Parkhurst: Mayor Pro Tem Parkhurst reported attending a Clean Power Alliance meeting and an Energy Committee meeting with no updates. On June 26th, he represented the city at a Sanitation District. The meeting included approving a new labor contract for Sanitation workers and celebrating the retirement of two long-serving employees.

Mayor Kriebs: Mayor Kriebs began by thanking Mayor Pro Tem Parkhurst for covering the last Council meeting and the Sanitation meeting. She also expressed gratitude to the Sierra Madre Events Committee, the YMCA, and City staff for their contributions to the July 4th events. She highlighted the Mountain Views News for printing the Declaration of Independence and Constitution, despite the extra cost.

Mayor Kriebs shared her experience with the e-bikes from GoSGV, encouraging others to try them out. She announced that the City's Finance Department received recognition for excellence in financial reporting for the seventh consecutive year, praising the finance team's dedication and hard work.

She mentioned the Library's ongoing programs, including summer reading. At the Hart Park House, the YWCA Lunch Program is back, providing meals for seniors. She also announced an upcoming concert in Memorial Park featuring The Tokens on July 14th.

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.

Todd Conrad: Expressed concerns about increased bear activity in town. He noted that the bear situation has worsened, with more frequent and aggressive encounters recently. He emphasized the need for residents to feel safe in their homes during the day with doors and windows closed.

Clerk 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 BY JEANETTE SORIANO WITH SOUTHERN CALIFORNIA EDISON ON CHANGES TO ELECTRIC BILLING

Presenter: Jeanette Soriano, Government Relations Manager at Southern California Edison (SCE); and Colleague: James Peterson, SCE Senior Policy Advisor.

PROCLAMATION IN RECOGNITION OF JULY AS PARK AND RECREATION MONTH

Mayor Kriebs announced that the City is declaring July as Parks and Recreation Month and presented a proclamation to the Community Services Department staff.

UPDATE ON LIBRARY MEANINGFUL IMPROVEMENT PROJECT

Public Works Director Yanez provided an update on the Library Meaningful Improvement Project

ACTION ITEMS

Presented by City Clerk Aguilar.

Consent item E was pulled for Council discussion.

CONSENT

- a) **CONSIDERATION OF RESOLUTION 24-45 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 24-45 approving payment of City Warrants in the aggregate amount of \$301,031.70; Sierra Madre Library Warrants in the aggregate amount of \$5,984.80; and Payroll Transfer in the aggregate amount of \$668,811.61; for the fiscal year ending June 30, 2024 and 2025.
- b) **CALIFORNIA HIGHWAY PATROL, CANNABIS TAX FUND GRANT AWARD**
It is recommended that the City Council authorize the City Manager to approve and sign the grant awarded to the Sierra Madre Police Department from the California Highway Patrol (CHP) Cannabis Tax Fund Grant in the amount of \$310,000.00.
- c) **CONSIDERATION OF THE SECOND READING OF ORDINANCE NO. 1470 AN ORDINANCE OF THE CITY OF SIERRA MADRE, CALIFORNIA, 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 the City Council conduct its second 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.
- d) **CONSIDERATION OF RESOLUTION 24-49 AMENDING THE CITY OF SIERRA MADRE CLASSIFICATION PLAN AND SALARY MATRIX**
It is recommended that the City Council approve Resolution 24-49, Amending the Classification Plan and Salary Matrix
- e) ~~**CONSIDERATION OF RESOLUTION 24-46 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE SETTING THE PLANNING COMMISSION'S REGULAR MEETING DATE AND TIME**~~
~~It is recommended that the City Council provide direction to Staff regarding the adoption of City Council Resolution 24-46, setting the Planning Commission's regular meeting date and time.~~

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.

Council Member Garcia made a motion to approve Consent items A-D.

Council Member 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 Consent Items A-D, was approved by a unanimous voice vote.

PUBLIC HEARING

1. FIRST READING OF ORDINANCE NO. 1471 AMENDING CHAPTER 5.36 (COMMERCIAL PHOTOGRAPHY AND MOTION PICTURE FILMING) OF TITLE 5 (BUSINESS LICENSES AND REGULATIONS) AND CHAPTER 17.88 (TEMPORARY USE PERMITS) OF TITLE 17 (ZONING) OF THE SIERRA MADRE MUNICIPAL CODE

It is recommended that the City Council continue this Public Hearing to July 23, 2024.

Mayor Kriebs called for a motion to continue this Public Hearing to July 23, 2024.

Council Member Garcia made a motion to continue the Public Hearing to July 23, 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 continue the Public Hearing to July 23, 2024 was approved by a unanimous voice vote.

DISCUSSION

1. DISCUSS THE CONSIDERATION OF APPOINTMENTS TO SERVE ON VARIOUS COMMISSIONS FOR A FOUR-YEAR TERM, EFFECTIVE JULY 1, 2024

It is recommended that the City Council discuss making appointments to the various boards and commissions.

Report presented by City Clerk Aguilar

The report on the consideration of appointments to serve on various commissions for a four-year term, effective July 1, 2024, included the following points:

- Senior Community Commission: Commissioners Patrick Holland and Anita Thompson have completed their terms and are no longer eligible. City staff recruited new applicants six months in advance and received several applications.
- Planning Commission: Commissioner completed his terms, and staff has received multiple applications to fill the vacancy.
- Natural Resources Commission: Commissioner Lim chose not to seek a second full term, resulting in a vacancy. Currently, there are no applications for this commission, and staff has initiated a recruitment process.
- Community Services Commission: Chair Palmer is eligible for reappointment for her first full term, after completing a partial term, and has expressed interest in continuing.

The City Council is asked to review the applications and fill the vacancies for the Senior Community Commission and Planning Commission. For the Natural Resources Commission, the recruitment process is ongoing, and staff will present applications to the Council once available.

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

Mayor Kriebs opened public comment.

Shane Hanson: Spoke about his application for the Planning Commission. Hanson highlighted his qualifications.

Kevin Breanan: Expressed his interest in the Planning Commission. He shared his background and qualifications:

Max Romero: Spoke during the public comment period about his application for the Planning Commission. He highlighted his qualifications and experience.

Votes for Planning Commission vacancy:

Garcia: Kevin Brennan

Goss: Shane Henson

Lowe: Kevin Brennan

Parkhurst: Shane Henson

Mayor Kriebs appointed Kevin Brennan to serve a four-year term.

Votes for Senior Community Commission vacancy:

Garcia: Mary Carney, Stephen Heydorff

Goss: Mary Carney, Stephen Heydorff

Lowe: Mary Carney, Stephen Heydorff

Parkhurst: Mary Carney, Stephen Heydorff

Mayor Kriebs appointed Mary Carney and Stephen Heydorff to serve four-year terms, respectively.

(Formerly Consent item E)

2. CONSIDERATION OF RESOLUTION 24-46 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE SETTING THE PLANNING COMMISSION'S REGULAR MEETING DATE AND TIME

It is recommended that the City Council provide direction to staff regarding the adoption of City Council Resolution 24-46, setting the Planning Commission's regular meeting date and time.

Presented by Planning Manager Clare Lin:

- Alignment with City Council Start Time: The proposed start time is 5:30 p.m., the same as the City Council meetings.
- Encouragement of Public Participation: The alignment is intended to boost public engagement.
- Reduction of Special Meetings: This change aims to reduce the need for special meetings by accommodating lengthy public discussions within regular sessions.
- Planning Commission Agreement: All Planning Commissioners are in agreement with the proposed time change.

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 Lowe made a motion to approve Resolution 24-46 to change the Planning Commission's meeting time from 7:30 pm to 5:30 pm.

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 adopt Resolution 24-46 was approved by a unanimous voice vote.

3. DISCUSS THE SIERRA MADRE CARES – SOLID WASTE BILLING RELIEF PROGRAM

It is recommended that the City Council provide direction regarding providing Solid Waste billing relief through a new Sierra Madre Cares Program

Presented by City Manager Jose Reynoso

- Program Objective: To provide relief for residents and businesses facing increased Athens waste bills with a \$200,000 unrestricted payment from Athens for rebates.

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.

The Council provided City Manager Reynoso with direction to prepare a presentation for a future meeting that structures billing relief for low income customers for Athens Solid Waste services.

4. CONSIDERATION OF RESOLUTION 24-43: A RESOLUTION SETTING PRIORITIES FOR FILING WRITTEN ARGUMENTS REGARDING A MEASURE AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS; AND RESOLUTION 24-44: A RESOLUTION PROVIDING FOR THE FILING OF REBUTTAL ARGUMENTS FOR BALLOT MEASURES AND INITIATIVES SUBMITTED AT MUNICIPAL ELECTIONS

It is recommended that the City Council provide direction.

Presented by City Clerk Aguilar:

Resolution 24-43:

- Purpose: This resolution sets the priorities for filing written arguments regarding a measure and directs the City Attorney to prepare an impartial analysis.
 - Ballot Question: Approving the specific question to be presented to voters.
 - Setting Priorities: Establishing who may write arguments in favor or against the measure.
 - Flexibility: Allows the City Council to write arguments but does not obligate them to do so.

Resolution 24-44:

- Purpose: This resolution provides for the filing of rebuttal arguments for ballot measures and initiatives.
 - Rebuttal Arguments: Allows the City Council to file rebuttal arguments if needed.
 - Flexibility: Similar to Resolution 24-43, it gives the City Council the option, but not the requirement, to participate in writing rebuttals.

By approving these resolutions, the City Council ensures they have the flexibility to participate in the argument and rebuttal process for the upcoming ballot measures.

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.

8:07 pm: At this time Mayor Kriebs called for a brief recess.

8:12 pm: the Council reconvened their meeting.

Council continued their discussion.

Council appointed Mayor Pro Tem Parkhurst and Council Member Lowe with the task of preparing arguments and rebuttal statements, if necessary.

Council directed staff to return to the next meeting with a revised ballot question that provided a more clear and concise question.

Mayor Kriebs called for a motion to approve Resolutions 24-43 and 24-44.

Mayor Pro Tem Parkhurst made a motion to approve Resolution 24-43 without the ballot question; and Resolution 24-44 as presented.

The motion was seconded by Council Member Lowe.

Mayor Kriebs called for a voice vote:

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

Noes: None.

Abstain: None

Absent: None.

The motion was approved by a unanimous voice vote

FUTURE AGENDA ITEMS

1. Public Information on Bear Incidents (Lowe):
 - o Enhanced Guidance: Provide detailed instructions to residents on what to do if a bear enters their home.
 - o Statistics Update: Regularly update and present bear incident statistics to keep the community informed.
 - o Public Reminders: Include reminders of past actions taken by the City regarding wildlife management and clarify the city's jurisdiction and limitations in handling bear-related issues.
2. Meeting with Fish and Wildlife (Parkhurst):
 - o Scheduled Update: Tentative meeting with Fish and Wildlife set for July 23rd to discuss resources and updates following the departure of the wildlife biologist.
 - o Community Guidance: Update residents on hazing techniques and general bear encounter safety during this meeting.
 - o
3. Police Blotter Inclusion (Lowe):

Bear Break-Ins: Consider adding bear break-in incidents and related statistics to the police blotter to provide factual information to the public.

ADJOURNMENT

Mayor Kriebs asked for a motion to adjourn the meeting.

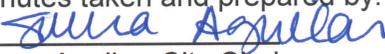
Council Member Garcia made a motion to adjourn the meeting.

Council Member Goss seconded the motion.

The meeting was adjourned at 8:28 p.m. to a Regular meeting to be held on July 23, 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 July 23, 2024.