

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

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

Sue Spears, City Treasurer

**Tuesday, May 13, 2025
5:30 pm**

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



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 3:00PM 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, on Foothills Media website at <http://www.foothillsmmedia.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 Parkhurst called the meeting to order at 5:30 p.m. City Clerk Aguilar called the roll.

Present: Mayor Robert Parkhurst, Mayor Pro Tem Kristine Lowe, Council Member Edward Garcia, and Council Member Kelly Kriebs

Absent: Council Member Gene Goss

Also Present: Aleks Giragosian, City Attorney
Laura Aguilar, Deputy City Manager/City Clerk
Clare Lin, Director of Planning and Community Preservation
Arnulfo Yanez, Director of Public Works
Brent Bartlett, Fire Chief
Leila Regan, City Librarian
Eric Lozick, Management Analyst

PLEDGE OF ALLEGIANCE AND INSPIRATION

Council Member Kriebs led the audience in the Pledge of Allegiance and later spoke on the importance of Mental Health Awareness Month.

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

Council Member Garcia made a motion to approve the agenda as presented - amended.

Mayor Pro Tem Lowe seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion to move to approve the agenda as presented - amended was approved by a unanimous voice vote by all Members present.

COUNCIL REPORT OUT FROM CLOSED SESSION

City Attorney Giragosian reported out on the Closed Session held on May 8, 2025 to discuss:

PUBLIC EMPLOYEE APPOINTMENT
Government Code Section 54957

Title: City Manager

City Attorney Giragosian advised that the Council met and 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 Parkhurst asked for a motion.

Council Member Kriebs made a motion to read all ordinances and resolutions by title only and waive the reading in full.

Mayor Pro Tem Lowe seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion was approved by a unanimous voice vote by all Members present.

APPROVAL OF MEETING MINUTES

Approval of April 22, 2025, Regular City Council meeting minutes.

Mayor Parkhurst asked for suggestions to amend the minutes and asked City Clerk Aguilar if any edits had been submitted by the City Council.

City Clerk Aguilar advised that she had not received any e-mails from any Council Members requesting edits.

Mayor Pro Tem Lowe made a motion to approve the April 22, 2025 City Council meeting minutes as presented.

Council Member Kriebs seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion to approve the April 22, 2025 City Council meeting minutes, was approved by a unanimous voice vote by all Members present.

MAYOR AND CITY COUNCIL REPORTS

Reporting of Council Members' activities related to City business.

Council Member Garcia:

Attended the May 1st Senior Community Commission meeting
Attended the May 6th Chamber of Commerce Board meeting
Attended the reception for Sierra Madre Older American of the Year on May 8, 2025.

Mayor Pro Tem Lowe:

Attended the April 28 meeting of the Library Board of Trustees
Attended the Art Fair on May 3, 2025
Attended the May 6 meeting of the Sierra Madre Events Committee
Attended the 50th anniversary celebration for Gooden School
Participated in the CERT class

Council Member Kriebs:

Attended the April 24 fundraiser for Sierra Madre Community Foundation
Attended the annual conference for Southern California Association of Governments (SCAG)

Mayor Parkhurst:

Attended the April 23 Clean Power Alliance (CPA) meeting
Attended a meeting with the Los Angeles County Department of Sanitation
Attended the April 24 meeting of the Ad-Hoc Revenue Committee
Attended the April 24 fundraiser for Sierra Madre Community Foundation
Reported on the Library's Bookmark Contest Award winners
Attended the May 1 meeting of the CPA to discuss rate setting and budget priorities

Mayor Parkhurst then opened the meeting for public comment on items not on the agenda.

PUBLIC PARTICIPATION CODE OF CONDUCT

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

Providing Public Comment For Items on the Meeting 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.

Provide Public Comment for Topics not on the Meeting 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.

Providing Public Comment

1. Any person wishing to provide public comment is asked to complete a comment card. Each speaker will be limited to up to three continuous minutes, which may not be delegated or deferred.
2. Comments addressed to the Council shall occur during the appropriate time on the agenda and should not be construed as an opportunity for dialogue.

City Clerk Aguilar noted that no e-mails had been received prior to the Council meeting:

1. Joel Goodwin, 390 W. Sierra Madre Blvd. - spoke about his visit to the Art Fair

2. Samantha Smith, 11 Mountain Trail – Would like to design a mural for the east-facing wall at Happy's Liquor store
3. Derek Sample, 623 Woodland Drive – Hired a contractor to test his home for toxicity levels and the results came back high for toxins throughout his home.
4. Caroline Heldman, 612 Holly Trail Path – urged Council to address lingering heavy metal contamination from the Eaton Fire
5. Yvette del Corazon, 673 Brookside Lane – requested the City to conduct an environmental assessment for toxicity levels
6. Justin Starnes, 612 Holly Trail Patch – shared his family's health challenges and believes they are directly related to the Eaton Fire.
7. Deb Sheridan, 635 Valle Vista – shared health issues that she believes are directly related to the Eaton Fire.
8. City Librarian Leila Regan – shared that the Sierra Madre Historical Preservation Society is selling tickets to their annual Chicken and Ravioli Dinner

Seeing no one else come forward, Mayor Parkhurst closed public comment and moved on to Presentations.

PRESENTATIONS

1. PROCLAMATION IN RECOGNITION OF THE GOODEN SCHOOL 50TH ANNIVERSARY – presented to the Gooden School Headmaster
2. PROCLAMATION TO HEIDI HARTMAN: 2025 SIERRA MADRE OLDER AMERICAN OF THE YEAR - presented to Heidi Hartman
3. PROCLAMATION IN RECOGNITION OF PUBLIC WORKS WEEK – presented to the Public Works Department
4. PRESENTATION OF NEWLY APPOINTED FIRE DEPARTMENT PERSONNEL – introduction of new Firefighter Darin Goltara

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.

CONSENT

Deputy City Manager Aguilar presented these reports

- a) **CONSIDERATION OF RESOLUTION 25-28 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 25-28 approving payment of City Warrants in the aggregate amount of \$320,962.25, Sierra Madre Library Warrants in the aggregate amount of \$3,547.37, and Payroll Transfer in the aggregate amount of \$540,305.48, for the Fiscal Year ending June 30, 2025
- b) **TREASURER'S REPORT – QUARTER ENDING MARCH 31, 2025**
It is recommended that the City Council receive and file the City Treasurer's Report for the cash and investment portfolio for the quarter ending March 31, 2025.
- c) **DECLARING CITY VEHICLES AND EQUIPMENT AS SURPLUS**
It is recommended that the City Council declare the vehicles and equipment in Attachment A as surplus.
- d) **CONSIDERATION OF RESOLUTIONS 25-26 AND 25-27, PROCLAIMING TERMINATION OF LOCAL EMERGENCIES CAUSED BY THE EATON FIRE AND CAUSED BY THE 2025 MID-FEBRUARY WINTER STORM**
It is recommended that the City Council consider the adoption of Resolution No. 25-26 proclaiming the termination of a local emergency caused by the Eaton Fire and the adoption of Resolution No. 25-27 proclaiming the termination of a local emergency caused by the 2025 Mid-February Winter Storm.
- e) **CONSIDERATION OF LETTER OF SUPPORT FOR SAN GABRIEL MOSQUITO AND VECTOR CONTROL DISTRICT FOR THE EATON FIRE-IMPACTED COMMUNITIES**
It is recommended that the City Council approve letters of support to Senator Schiff, Senator Padilla, and Congresswomen Chu, in support of the San

Gabriel Valley Legislative Caucus, request for state funding for the San Gabriel Valley Mosquito and Vector Control District to support its ongoing response to public health threats stemming from the 2025 Eaton Fire.

f) **CONSIDERATION OF RESOLUTION 25-29 DESIGNATING STREETS TO BE INCLUDED IN THE FISCAL YEAR 2025-2026 STREET REHABILITATION PROGRAM**

It is recommended that the City Council approve Resolution 25-29 designating certain streets for the Fiscal Year 2025-2026 street rehabilitation program.

g) **CONSIDERATION OF ORDINANCE NO. 1482 AMENDING SECTION 5.04.110 (PAYMENT OF FEES) OF CHAPTER 5.04 (BUSINESS LICENSES GENERALLY) OF TITLE 5 (BUSINESS LICENSES AND REGULATIONS)**

It is recommended that the City Council read Ordinance No. 1482 by title only, waiving further reading, and approve the Ordinance to amend business license requirements.

Mayor Parkhurst brought the matter to the Council for questions then opened public comment. Seeing no one come forward, Mayor Parkhurst closed public comment and brought the matter back to Council for further discussion.

Council Member Kriebs made a motion to approve all Consent Items as presented.

Mayor Pro Tem Lowe seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion to move to approve Consent Items A-G was approved by a unanimous voice vote by all Members present.

DISCUSSION

1. CONSIDERATION OF A MODIFIED SUMMER MEETING SCHEDULE

It is recommended that the City Council discuss a modified summer meeting schedule, and direct staff to pay all necessary expenses if any regular meetings are cancelled.

This report was presented by Deputy City Manager Aguilar

Mayor Parkhurst brought the matter to the Council for questions then opened public comment. Seeing no one come forward, Mayor Parkhurst closed public comment and brought the matter back to Council for further discussion.

Council Member Kriebs made a motion to cancel the July 22, 2025 and August 12, 2025 meetings.

Council Member Garcia seconded the motion.

Mayor Parkhurst called for a vote of the Council:

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

The motion was approved by all Members present.

2. CONSIDERATION FOR THE CITY COUNCIL TO RECEIVE AND FILE THIS INFORMATIONAL REPORT ON THE 2025 FIRE HAZARD SEVERITY ZONES (FHSZ) UPDATE

It is recommended that the City Council receive and file the report on the updated 2025 Fire Hazard Severity Zones (FHSZ) issued by CAL FIRE; and direct staff to assess local implications related to zoning, building codes, defensible space requirements, and public education.

Fire Chief Bartlett presented this report

Mayor Parkhurst brought the matter to the Council for questions then opened public comment.

1. Deb Sheridan, 635 Valle Vista – shared health issues that she believes are directly related to the Eaton Fire.

Seeing no one else come forward, Mayor Parkhurst closed public comment and brought the matter back to Council for further discussion.

No action was required. Council was asked to receive and file the informative report.

2. CONSIDERATION OF MUNICIPAL FLEET ELECTRIFICATION – REGULATORY REQUIREMENTS, INFRASTRUCTURE NEEDS, AND FUNDING OPPORTUNITIES

It is recommended that the City Council direct staff to develop and implement a Municipal Fleet Electrification Plan to ensure compliance with State mandates.

This report was presented by Management Analyst Lozick

Mayor Parkhurst brought the matter to the Council for questions then opened public comment. Seeing no one come forward, Mayor Parkhurst closed public comment and brought the matter back to Council for further discussion.

Council directed staff to continue this item to the next meeting.

FUTURE ITEMS

Mayor Parkhurst asked if the Council had any suggestions for future agenda items.

Mayor Pro Tem Lowe: Information and guidance from the Los Angeles County Department of Public Health on Resources and what residents can do in their homes, as it relates to the Eaton Fire

Mayor Parkhurst: Presentation from the Fire Safe Council with an update

Mayor Parkhurst: Information made available for our residents at the upcoming Townhall meetings

Hearing no other requests from Council, Mayor Parkhurst asked for a motion to adjourn the meeting.

Council Member Garcia made a motion to adjourn the meeting.

Council Member Kriebs seconded the motion to adjourn.

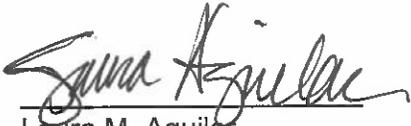
Mayor Parkhurst called for a vote of the Council:

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

The motion to adjourn the meeting to the next Regular meeting on June 10, 2025 at this same location was approved by all Members at 8:15 pm

Minutes taken and typed by:

Approved by Council Action:



Laura M. Aguilar
City Clerk



Robert Parkhurst
Mayor

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 May 27, 2025 at this same place.