

**AGENDA
REGULAR MEETING
SIERRA MADRE CITY COUNCIL**

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

Michael Amerio, City Treasurer

**Tuesday, December 10, 2024
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 to attending the meeting in person, public comment may be made by e-mail to PublicComment@SierraMadreCA.gov by 3:00 PM on the day of the meeting. E-mails 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.SierraMadreCA.gov, 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 that 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, Mayor Pro Tem Parkhurst, Council Member Garcia, Council Member Goss, Council Member Lowe

PLEDGE OF ALLEGIANCE AND INSPIRATION

Mayor Pro Tem Parkhurst

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

APPROVAL FOR READING RESOLUTIONS AND ORDINANCES

Vote of the Council to read all Ordinances and Resolutions by title only and waive the reading in full.

APPROVAL OF MEETING MINUTES

Approval of the November 12, 2024 City Council meeting minutes.

REPORT OUT FROM CLOSED SESSION

No Closed Sessions since Council last adjourned their meeting.

MAYOR AND CITY COUNCIL REPORTS

Reporting of Council Members' activities related to City business.

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 Meeting Agenda

Persons wishing to speak on any item on the agenda will be called during the designated comment period. 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, but the matter may be referred to staff or to a subsequent meeting.

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 from the podium during the appropriate time on the agenda and should not be construed as an opportunity for dialogue.

PRESENTATION

1. **PRESENTATION OF SIERRA MADRE ROSE FLOAT ASSOCIATION ROYAL COURT:**
Princess Julietta Hutt, Polytechnic School
Princess Kendra Buchok, La Cañada High School
Princess Milania Thomas, Pasadena High School

2. **PRESENTATION OF NEW DIRECTOR OF FINANCE, ANTHONY RAINEY**

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

- a) **CONSIDERATION OF RESOLUTION 24-70 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 24-68 approving payment of City warrants in the aggregate amount of \$; Sierra Madre Library warrants in the aggregate amount of \$; and payroll transfer in the aggregate amount of \$; for the fiscal year ending June 30, 2025.

- b) **CONSIDERATION OF RESOLUTION 24-71 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 24-71 approving payment of City warrants in the aggregate amount of \$165,530.77 ; Sierra Madre Library warrants in the aggregate amount of \$4,425.32; and payroll transfer in the aggregate amount of \$604,268.25 ; for the fiscal year ending June 30, 2025.

- c) **SECOND READING OF ORDINANCE NO. 1474 REGULATING THE PARKING OF OVERSIZED COMMERCIAL OR RECREATIONAL VEHICLES AND TRAILERS IN RESIDENTIAL DISTRICTS**
It is recommended that the City Council conduct second reading by title only and approve Ordinance No. 1474 amending Chapter 10.04 (Definitions) and Chapter 10.24 (Stopping, Standing and Parking) of Title 10 (Vehicles and Traffic) of the Sierra Madre Municipal Code to regulate the parking of oversized commercial or recreational vehicles and trailers in residential districts

- d) **SECOND READING OF ORDINANCE NO. 1475 ADDING CHAPTER 10.28 (PARKING PENALTIES) TO TITLE 10 (VEHICLES AND TRAFFIC) OF THE SIERRA MADRE MUNICIPAL CODE**
It is recommended that the City Council conduct its second reading, by title only, and adopt Ordinance No. 1475, adding Chapter 10.28 (Parking Penalties) to Title 10 (Vehicle and Traffic) of the Sierra Madre Municipal Code.

- e) **SECOND READING OF ORDINANCE NO. 1476 AMENDING CHAPTER 3.08 (PURCHASING PROCEDURES) OF TITLE 3 (REVENUE AND FINANCE) OF THE SIERRA MADRE MUNICIPAL CODE**
It is recommended that the City Council conduct second reading by title only and approve Ordinance No. 1476 amending Chapter 3.08 (Purchasing Procedures) of Title 3 (Revenue and Finance) of the Sierra Madre Municipal Code.

f) NOTICE OF COMPLETION FOR THE SIERRA VISTA PARK IMPROVEMENT PROJECT

It is recommended that the City Council approve the Notice of Completion for the Sierra Vista Playground Improvement Project and direct staff to file the Notice with the Los Angeles County Clerk.

g) APPROVAL OF SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT GRANT AWARD FOR WATER CONSERVATION IN SIERRA VISTA PARK

It is recommended that the City Council accept a \$50,000 grant award from the San Gabriel Valley Municipal Water District (SGVMWD); and authorize the Mayor to execute the grant agreement.

h) RESOLUTION 24-73 TO DECLARE THE 2011 INTERNATIONAL WATER TENDER 41 AS SURPLUS PROPERTY

It is recommended that the City Council adopt Resolution 24-73 declaring the 2011 International Water Tender 41 as surplus property and authorize its disposal through the appropriate surplus process.

i) CONSIDERATION OF NOTICE OF INTENTION TO RETURN OES ENGINE 1615 TO THE STATE OF CALIFORNIA OFFICE OF EMERGENCY SERVICES

It is recommended that the City Council authorize the return of OES Engine 1615 to the State of California Office of Emergency Services.

j) CONSIDERATION OF USE OF \$42,789 IN ARPA FUNDS FOR A NEW CITY WEBSITE AND CONTENT MANAGEMENT SYSTEM AND AUTHORIZATION TO SIGN A FIVE-YEAR HOSTING AND SUPPORT TERM WITH GHD DIGITAL

It is recommended that the City Council approve the use of \$42,789 in ARPA funds for a redesign of the current city website as well as five years of website support and hosting fees.

k) RECOMMENDATION TO AWARD A CONSTRUCTION CONTRACT FOR THE 2024-25 WATER MAIN REPLACEMENT PROJECT TO BIG BEN INC, IN AN AMOUNT NOT TO EXCEED \$946,600.00

It is recommended the City Council award a construction contract to Big Ben Inc., in an amount not to exceed \$946,600.00 for the 2024-25 Water Main Replacement.

l) CONSIDERATION OF RESOLUTION 24-74 APPROVING PARTICIPATION IN THE SAFE CLEAN WATER PROGRAM AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE TRANSFER AGREEMENT WITH THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT

It is recommended that the City Council adopt Resolution 24-74 authorizing the City Manager to execute the Safe, Clean, Water Program's Municipal Program Transfer Agreement.

m) RESOLUTION 24-75 AUTHORIZING A TRANSFER OF \$12,564 FROM THE GENERAL FUND TO THE MEASURE W FUND TO RECLASSIFY FISCAL YEAR 2020-2021 EXPEDITURES

It is recommended that the City Council authorizing the a Budget Amendment/Transfer of \$12,564 from the General Fund to Measure W Fund.

n) ACCEPTANCE OF A \$20,000 ANONYMOUS DONATION TO THE SIERRA MADRE POLICE AND FIRE DEPARTMENT

It is recommended that the City Council accept the \$20,000 anonymous donation.

DISCUSSION

1. PRESENTATIONS IN RECOGNITION OF OUTGOING MAYOR AND MAYOR PRO TEMPORE

Recognition of outgoing Mayor Kelly Kriebs and outgoing Mayor Pro Tem Robert Parkhurst

2. CONSIDERATION OF RESOLUTION No. 24-72, A RESOLUTION OF THE CITY COUNCIL RECITING THE FACTS OF THE GENERAL MUNICIPAL ELECTION HELD NOVEMBER 5, 2024, DECLARING THE RESULTS AND SUCH MATTERS AS PROVIDED BY LAW

It is recommended that the City Council adopt Resolution 24-72 reciting the facts of the General Municipal Election held on November 5, 2024, declaring the results and such matters as provided by law.

3. OATH OF OFFICE

The City Clerk will swear-in the newly elected City Council Members and City Treasurer

4. CITY COUNCIL SELECTION OF MAYOR AND MAYOR PRO TEMPORE

It is recommended that the City Council select a Mayor and Mayor Pro Tempore (Mayor Pro Tem) to serve for the period beginning December 11, 2024 until December 9, 2025.

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 before the meeting.

ADJOURNMENT

The City Council will adjourn this meeting to January 14, 2025.