

**AGENDA  
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*

*Michael Amerio, City Treasurer*

**Tuesday, June 11, 2024  
5:30 pm**

**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](mailto: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](http://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, Mayor Pro Tem Parkhurst, Council Member Garcia, Council Member Goss, Council Member Lowe

## **PLEDGE OF ALLEGIANCE AND INSPIRATION**

Mayor Kelly Kriebs

## **APPROVAL OF MEETING AGENDA**

Vote of the City Council to proceed with City business.

## **COUNCIL OUT FROM CLOSED SESSION**

Report of any action taken in closed session from the June 11, 2024, Special Meeting

## **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 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 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, 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. 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.

## **PRESENTATIONS**

### **UPDATE ON LIBRARY MEANINGFUL IMPROVEMENT PROJECT**

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## **ACTION ITEMS**

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### **CONSENT**

**a) CONSIDERATION OF RESOLUTION 24-32 APPROVING CERTAIN DEMANDS**

It is recommended that the City Council approve Resolution 24-32 approving payment of City Warrants in the aggregate amount of \$230,897.81; Sierra Madre Library Warrants in the aggregate amount of \$8,718.35; and Payroll Transfer in the aggregate amount of \$503,708.18; for the fiscal year ending June 30, 2024.

**b) RECOMMENDATION TO APPROVE THE NOTICE OF COMPLETION FOR THE 2023-24 WATER MAIN REPLACEMENT PROJECT**

It is recommended that the City Council approve the Notice of Completion for the project and direct staff to file the Notice with the L.A. County Clerk

**c) CONSIDERATION OF RESOLUTION 24-38 OF THE CITY OF SIERRA MADRE ESTABLISHING THE ANNUAL SPECIAL TAXES FOR COMMUNITY FACILITIES DISTRICT NO. 1 AND ANNUAL ASSESSMENTS FOR EAST BONITA AVENUE SEWER IMPROVEMENT AND MIRA MONTE AVENUE SEWER IMPROVEMENT AND LEVYING SPECIAL TAXES AND ASSESSMENTS FOR THE FISCAL YEAR 2024-25**

It is recommended that the City Council establishes the Fiscal Year 2024/25 special taxes for Community Facilities District No. 1 and annual assessments for East Bonita Avenue Sewer Improvement and Mira Monte Avenue Sewer Improvement and orders levy of special taxes and assessments for the Fiscal Year commencing July 1, 2024, and ending June 30, 2025, and approve resolution 24-38.

**d) TREASURER'S REPORT - QUARTER ENDING MARCH 31, 2024**

It is recommended that the City Council receive and file the Treasurer's Report for the cash and investment portfolio for the quarter ending March 31, 2024

## **PUBLIC HEARING**

- 1. PUBLIC HEARING TO CONSIDER RESOLUTION NO 24-37 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE CONFIRMING THE ASSESSMENT OF THE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE ASSESSMENT DISTRICT AND ORDERING THE LEVY FOR FISCAL YEAR 2024-25**

It is recommended that the City Council open the public hearing, receive testimony, and Adopt Resolution No. 24-37 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE CONFIRMING THE ASSESSMENT OF THE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE ASSESSMENT DISTRICT AND ORDERING THE LEVY FOR FISCAL YEAR 2024-2025

- 2. PUBLIC HEARING TO CONSIDER AND APPROVE RESOLUTION NO. 24-36 OF THE CITY COUNCIL OF SIERRA MADRE ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES FOR FISCAL YEAR 2024-2025**

It is recommended that the City Council approve the User Fee Study establishing the cost to deliver services as justification for applicable City Fees presented in the attached fee schedule and adopt Resolution 24-36 establishing the schedule of User Fees for FY 2024-2025

- 3. PUBLIC HEARING TO CONSIDER FY 2024-2025 ANNUAL BUDGET CONSIDERATION: RESOLUTION NO. 24-35 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE ADOPTING THE FISCAL YEAR 2024-2025 BUDGET AND APPROPRIATING THE AMOUNTS BUDGETED; APPROVING RESOLUTION NO 24-33 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE SETTING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-2025 AT \$13,696,327 IN ACCORDANCE WITH ARTICLE XIII-B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA AND PURSUANT TO GOVERNMENT CODE SECTION 7910; APPROVING RESOLUTION NO. 24-34 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES FOR THE FISCAL YEAR 2024-2025**

It is recommended that the City Council approve resolution 24-35 adopting the Fiscal Year 2024-2025 Budget and appropriating the amounts budgeted, approve resolution 24-33 the GANN Appropriations Limits for 2024-2025, and approve resolution 24-34 the 2024-2025 Fiscal Year Fee Schedule

## **DISCUSSION**

- 1. 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**

It is recommended that the City Council continue its consideration of Ordinance No. 1470

## **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](http://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 to a meeting to take place on June 25, 2024.*