

**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*

**\*\* AMENDED AGENDA\*\*  
Tuesday, April 23, 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](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**

Council Member Edward Garcia

## **APPROVAL OF MEETING AGENDA**

Vote of the City Council to proceed with City business.

## **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.

## **APPROVAL OF MEETING MINUTES**

Approval of April 9, 2024, City Council Regular meeting minutes

## **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**

**PROCLAMATION IN RECOGNITION OF ARMENIAN GENOCIDE REMEMBRANCE DAY**

**ANNUAL YMCA PRESENTATION**

**5-YEAR BUDGET PROJECTION PRESENTATION**

**UPDATE ON LIBRARY MEANINGFUL IMPROVEMENT PROJECT**

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## **ACTION ITEMS**

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### **CONSENT**

**a) CONSIDERATION OF RESOLUTION 24-25 APPROVING CERTAIN DEMANDS**

It is recommended that the City Council approve Resolution 24-25 approving payment of City Warrants in the aggregate amount of \$834,486.77; Sierra Madre Library Warrants in the aggregate amount of \$6,149.23; and Payroll Transfer in the aggregate amount of \$539,209.48; for the fiscal year ending June 30, 2024.

**b) CONSIDERATION OF APPROVAL OF INCREASES FOR OPEN PURCHASE ORDERS WHERE THE PURCHASE ORDER PLUS THE INCREASE EXCEEDS \$45,000 FOR FISCAL YEAR 2023-24**

It is recommended that the City Council authorize increases for purchase orders to allow staff to complete necessary purchases of services, supplies, and contracts based on the current needs of each department.

**c) CONSIDERATION OF AMENDMENTS TO WILLDAN ENGINEERING BUILDING INSPECTION, PLAN CHECK SERVICES, AND FIRE BUILDING SAFETY SERVICES - PROFESSIONAL SERVICES AGREEMENT**

It is recommended that the City Council amend the current professional services agreements with Willdan Engineering for an extension of three years, and authorize the City Manager to execute the amendment with Willdan Engineering for plan check services and full-time building inspection services on a "percentage of fees" basis, in a form acceptable to the City Attorney.

### **DISCUSSION**

**1. DISCUSSION OF COURT CONVERSION FROM TENNIS TO PICKLEBALL AT SIERRA VISTA PARK**

It is recommended that the City Council authorize a court conversion at the Sierra Vista Park from tennis courts to pickleball courts and direct staff to identify qualifying funding sources in the upcoming FY 24/25 budget process

### **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 prior to the meeting.*

### **ADJOURNMENT**

*The City Council will adjourn to a meeting to take place on May 14, 2024.*