

**AGENDA
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, February 11, 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.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 Parkhurst, Mayor Pro Tem Lowe, Council Member Garcia, Council Member Goss, Council Member Kriebs

PLEDGE OF ALLEGIANCE AND INSPIRATION

Council Member Garcia

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

COUNCIL OUT FROM CLOSED SESSION

Report out from Closed Session held on January 28, 2025.

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 January 9, 2025, City Council Special Meeting minutes

Approval of January 21, 2025, City Council Special Meeting minutes.

Approval of January 28, 2025, City Council 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 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. A podium is provided 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.

PRESENTATIONS

1. **PRESENTATION TO SIERRA MADRE SEARCH AND RESCUE IN RECOGNITION OF THEIR ASSISTANCE TO THE CITY OF SIERRA MADRE AND SURROUNDING COMMUNITY DURING THE EATON WILDFIRE IN JANUARY 2025.**
2. **PRESENTATION IN RECOGNITION OF OUTGOING CITY TREASURER MICHAEL AMERIO FOR HIS DEDICATED SERVICE TO THE CITY OF SIERRA MADRE**

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 25-12 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 25-12 approving payment of City Warrants in the aggregate amount of \$729,023.38, Sierra Madre Library Warrants in the aggregate amount of \$4,803.79, and Payroll Transfer in the aggregate amount of \$536,844.90; for the Fiscal Year ending June 30, 2025.
- b) **CITY TREASURER'S REPORT FOR QUARTER ENDING DECEMBER 31, 2024**
It is recommended that the City Council receive and file the informative report.
- c) **CONSIDERATION OF APPROVING AMENDMENT No. 1 EXTENSION OF SERVICES FOR THE PROFESSIONAL SERVICES AGREEMENT TO TATE, SNYDER, KIMSEY, INC. (TSK) ARCHITECTURE SERVICES FOR THE LIBRARY PROJECT, IN THE AMOUNT NOT TO EXCEED \$901,751, FOR THE REMAINDER OF FISCAL YEARS 2024/25 AND 2025/26**
It is recommended that the City Council approve Amendment No. 1 extending the architecture services to TSK in an amount not to exceed \$901,751.
- d) **CONSIDERATION OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT WITH WILLDAN ENGINEERING FOR FIRE MARSHAL, FIRE PLAN REVIEW, FIRE CODE OFFICIAL, AND FIRE INSPECTION SERVICES**
It is recommended that the City Council approve Amendment No. 2 to the professional services agreement with Willdan Engineering for fire marshal, fire plan review, fire code official, fire inspection services, and authorize the City Manager to execute such amendment to the contract in a form acceptable to the City Attorney.

PUBLIC HEARING

1. CONSIDERATION OF FEE SCHEDULE ADJUSTMENTS FOR THE SIERRA MADRE FIRE DEPARTMENT

It is recommended that the City Council open a Public Hearing, receive testimony and consider adoption of fees for the Sierra Madre Fire Department.

DISCUSSION

1. SIGN PLACEMENT IN PUBLIC PARKWAYS

It is recommended that the City Council provide direction.

2. CONSIDERATION OF ORDINANCE 1478 TO DESIGNATE THE CITY MANAGER AS THE DIRECTOR OF EMERGENCY SERVICES

It is recommended that the City Council conduct it's first reading of Ordinance 1478, by title only.

3. RESOLUTION NO. 25-06 ESTABLISHING A LEGISLATIVE ADVOCACY POLICY AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO TAKE POLICY POSITIONS ON LEGISLATION, REGULATION, INITIATIVES, OR OPPORTUNITIES

It is recommended that the City Council consider adoption of Resolution No. 25-06 establishing a legislative advocacy policy and authorizing the City Manager or designee to take policy positions on legislation, regulation, initiatives, or opportunities.

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 February 25, 2025.