

**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, March 25, 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

No Closed Sessions were held during the period between March 11, 2025 and March 25, 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 March 11, 2025, Regular City Council meeting minutes

Approval of March 17, 2025 Special City Council meeting minutes

MAYOR AND CITY COUNCIL REPORTS

Reporting of Council Members' activities related to City business.

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.

PRESENTATIONS

1. ANNUAL PUBLIC SAFETY REPORT FROM THE SIERRA MADRE FIRE DEPARTMENT
2. ANNUAL PUBLIC SAFETY REPORT FROM THE SIERRA MADRE POLICE DEPARTMENT

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 25-19 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 25-19 approving payment of City Warrants in the aggregate amount of \$334,518.15, Sierra Madre Library Warrants in the aggregate amount of \$492,678.60, and Payroll Transfer in the aggregate amount of \$586,163.57; for the Fiscal Year ending June 30, 2025.
- b) **CONSIDERATION OF AWARD OF GENERAL CONTRACTOR SERVICES CONTRACT TO TAYLOR TENNIS COURTS INC. FOR THE 2025 SIERRA VISTA PARK PICKLEBALL CONVERSION PROJECT IN AN AMOUNT NOT TO EXCEED \$133,866**
It is recommended that the City Council approve and award a professional general contractor services contract to Taylor Tennis Courts, Inc.
- c) **CONSIDERATION AWARD OF PROFESSIONAL ARCHITECTURAL & ENGINEERING SERVICES FOR RESTORATION & RENOVATIONS PROJECTS: LIZZIES TRAIL INN & THE RICHARDSON HOUSE HISTORICAL MUSEUM CONTRACT TO TSK ARCHITECTS, IN AN AMOUNT NOT TO EXCEED \$77,500**
It is recommended that the City Council award TSK Architects a professional architectural services contract. The preparation of plans and specifications for the restoration and renovation of Lizzies Trail Inn and The Richardson House Museum in an amount not exceeding \$77,500.
- d) **GENERAL PLAN AND HOUSING ELEMENT ANNUAL PROGRESS REPORTS**
It is recommended that the City Council accept, receive and direct staff to file the General Plan (GP) and Housing Element (HE) Annual Progress Reports (APRs) and file these 2024 GP and HE APRs with the California Department of Housing and Community Development (HCD) and Office of Planning and Research (OPR).
- e) **CONSIDERATION TO AMEND THE 2024/25 CAPITAL IMPROVEMENT BUDGET FOR THE PUBLIC WORKS DEPARTMENT EQUIPMENT UPGRADE**
It is recommended that the City Council approve a budget amendment to reallocate and increase the Capital Improvement Fund by \$34,899.51 to purchase a Caterpillar Inc. Model 920 Wheel Loader.
- f) **REVIEW OF FY 2024/2025 GANN APPROPRIATIONS LIMIT CALCULATION AND EXTERNAL AUDIT CONFIRMATION**
No action is required. It is recommended that the City Council receive and file this informative report.

DISCUSSION

1. CONSIDERATION OF ORDINANCE NO. 1480-U APPROVING AN UNCODIFIED URGENCY ORDINANCE TO STREAMLINE AND REDUCE THE COST OF REDEVELOPMENT OF STRUCTURES IMPACTED BY THE EATON FIRE

It is recommended that the City Council adopt Ordinance No. 1480-U approving an uncoded urgency ordinance to streamline and reduce the cost of redevelopment of structures impacted by the Eaton Fire

2. CONSIDERATION OF ORDINANCE NO. 1481 AMENDING CHAPTER 3.40 (CLAIMS AND CLAIMS PROCEDURES) OF TITLE 3 (REVENUE AND FINANCE) OF THE SIERRA MADRE MUNICIPAL CODE TO AUTHORIZE THE CITY MANAGER TO ALLOW, COMPROMISE, OR SETTLE CLAIMS UP TO \$50,00

It is recommended that the City Council introduce for first reading Ordinance No. 1481, amending Chapter 3.40 (Claims and Claims Procedures) of Title 3 (Revenue and Finance) of the Sierra Madre Municipal Code, to authorize the City Manager to allow, compromise, or settle claims up to \$50,000.

3. STRATEGIC PLAN UPDATE

It is recommended that the City Council review the updated Strategic Plan and provide City staff with any changes in organization or substance.

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 April 8, 2025.