

**AGENDA
SPECIAL 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, January 21, 2025
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 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

Mayor Pro Tem Kristine Lowe

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

COUNCIL REPORT OUT FROM CLOSED SESSION

Report of any action taken in closed session from the January 21, 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.

APPROVAL OF MEETING MINUTES

Approval of December 10, 2024, City Council Regular meeting minutes

Approval of January 9, 2025, City Council Special 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 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, 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

EATON FIRE UPDATE

INTRODUCTION OF THE NEW POLICE DEPARTMENT STAFF MEMBERS

ACTION ITEMS

CONSENT

a) **CONSIDERATION OF RESOLUTION 25-01 APPROVING CERTAIN DEMANDS**

It is recommended that the City Council approve Resolution 25-01 approving payment of Ratified City Warrants in the aggregate amount of \$326,921.49; Ratified Sierra Madre Library Warrants in the aggregate amount of \$18,666.94; and Ratified Payroll Transfer in the aggregate amount of \$1,200,510.03; for the fiscal year ending June 30, 2025.

b) **CONSIDERATION OF RESOLUTION 25-02 APPROVING CERTAIN DEMANDS**

It is recommended that the City Council approve Resolution 25-02 approving payment of City Warrants in the aggregate amount of \$840,474.22, Sierra Madre Library Warrants in the aggregate amount of \$295.00, and Payroll Transfer in the aggregate amount of \$575,901.75; for the fiscal year ending June 30, 2025.

c) **CONSIDERATION TO AWARD CONSULTING SERVICES CONTRACT FOR FURNITURE, FIXTURES, AND EQUIPMENT SERVICES FOR THE LIBRARY MEANINGFUL IMPROVEMENT PROJECT TO TSK ARCHITECTS**

It is recommended that the City Council award a Consulting Services Contract to TSK Architects in an amount not to exceed \$25,000.00 to oversee the programming/meetings, selection, quoting, ordering, delivery, installation, and final walk-throughs of furniture, fixtures, and equipment for the Library Meaningful Improvement Project.

d) **CONSIDERATION TO SIGN A LETTER OF SUPPORT FOR THE CITY OF ARCADIA'S APPLICATION FOR THE CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT**

It is recommended that the City Council approve and authorize the City Mayor to sign a letter of support endorsing the City of Arcadia's application for the Caltrans Sustainable Transportation Planning Grant to support their Active Transportation Plan (ATP).

e) **FINAL SUBDIVISION MAP APPROVAL FOR PARCEL MAP NO. 83267, A LOT SUBDIVISION AT 91 E. ORANGE GROVE AVE.**

It is recommended that the City Council review and approve the final subdivision map for Parcel Map No. 83267 and authorize the City Clerk to certify Parcel Map No. 83267.

f) **CONSIDERATION OF RESOLUTION 25-04 AMENDING RESOLUTION 23-21 FOR THE PURPOSE OF EXTENDING THE EXPIRATION DATE OF A CONDITIONALLY APPROVED TENTATIVE PARCEL MAP FOR A CONDOMINIUM PROJECT LOCATED AT 182 SOUTH BALDWIN AVENUE IN SIERRA MADRE**

It is recommended that the City Council adopt Resolution 25-04 approving a twenty-four month time extension of the tentative parcel map approval for Parcel Map No. 83920.

g) **CONSIDERATION RESOLUTION 25-03 TERMINATING THE CITY OF SIERRA MADRE'S PARTICIPATION IN THE MEMORANDUM OF UNDERSTANDING AND WITHDRAWING FROM THE 5-CITIES ALLIANCE REGARDING THE PROPOSED 710 FREEWAY EXTENSION.**

It is recommended that the City Council adopt Resolution 25-03 terminating its participation in the Memorandum of Understanding and withdrawing from the 5-Cities Alliance regarding the proposed 710 freeway extension.

h) **CONSIDERATION OF APPROVING AMENDMENT NO. 1 EXTENSION OF SERVICES FOR THE PROFESSIONAL AGREEMENT FOR LANDSCAPE SERVICES TO MERCHANTS LANDSCAPE SERVICES, INC. IN THE AMOUNT NOT TO EXCEED \$125,100 FOR THE REMAINDER OF FISCAL YEAR 2024/2025**

It is recommended that the City Council approve amendment No. 1 extending landscaping services to Merchants Landscaping Services, Inc. in an amount not to exceed \$125,100 for the remainder of fiscal year 2024/2025

i) **CONSIDERATION OF APPROVING AMENDMENT No. 1 EXTENSION OF SERVICES FOR THE PROFESSIONAL SERVICES AGREEMENT FOR EXTERMINATION SERVICES TO EXTREME PEST CONTROL, IN THE AMOUNT NOT TO EXCEED \$6000 FOR THE REMAINDER OF THE FISCAL YEAR 2024/25.**

It is recommended that the City Council approve amendment No. 1 extending pest control services to Extreme Pest Control in an amount not to exceed \$6,000 for the remainder of the fiscal year 2024/2025

j) **CONSIDERATION OF RESOLUTION NO. 25-08 TO ACQUIRE THE RIGHT-OF-WAY FOR THE OFFSITE IMPROVEMENT OF CARTER AVENUE FROM THE COUNTY OF LOS ANGELES**

It is recommended that the City Council adopt Resolution 25-08 to acquire the right-of-way for the offsite improvement of Carter Avenue from the County of Los Angeles and to determine that the acquisition is exempt from CEQA under 14 CCR 15182(c).

PUBLIC HEARING

1. CONSIDERATION OF RESOLUTION 25-05 AUTHORIZING THE ALLOCATION OF FY 2025-2026 CDBG FUNDS TO CONTINUE THE SENIOR MINOR HOME REHABILITATION PROGRAM

It is recommended that the City Council open a Public Hearing, receive testimony and consider adoption of Resolution 25-05 authorizing the allocation of Fiscal Year 2025-2026 Community Block Grant Funds and prior year's unallocated funds to the Senior Minor Home Rehabilitation Program.

2. CONSIDERATION OF ORDINANCE 1476 ESTABLISHING ADMINISTRATIVE REMEDIES PROCEDURE FOR CHALLENGES TO FEES, CHARGES, AND ASSESSMENTS

It is recommended that the City Council open a Public Hearing, receive testimony and consider read the first reading of Ordinance 1476, by title only, establishing an administrative remedies procedure for challenges to fees, charges, and assessments.

DISCUSSION

1. CITY COUNCIL LIAISON APPOINTMENTS AND CONSIDERATION OF RESOLUTIONS 25-03, 25-04, AND 25-05 RELATING TO APPOINTMENTS TO THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS, LEAGUE OF CALIFORNIA CITIES, SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS, AND THE LOS ANGELES COUNTY SANITATION DISTRICT

Staff recommends that the City Council approve City Council liaisons and/or voting delegates to serve on various boards, commissions, and associations. It is also recommended that the City Council approve Resolution 25-03 designating a Voting Delegate and Alternate Voting Delegate to the San Gabriel Valley Council of Governments; Resolution 25-04 designating a Voting Delegate and Alternate Voting Delegate to League of California Cities; and Resolution 25-05 designating a Voting Delegate and Alternate Voting Delegate to Southern California Association of Governments.

2. CONSIDERATION OF RESOLUTION NO. 25-06 ESTABLISHING A LEGISLATIVE ADVOCACY POLICY AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO TAKE POLICY POSITIONS ON PENDING LEGISLATION OR REGULATION

Staff recommends 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 pending legislation or regulation.

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 January 28, 2025.