

**AGENDA
REGULAR MEETING
SIERRA MADRE CITY COUNCIL**

**Tuesday, June 10, 2025
5:30 pm**

**City of Sierra Madre
City Council Chambers
232 W. Sierra Madre Boulevard
Sierra Madre, California 91024**



*Robert Parkhurst, Mayor
Kristine Lowe, Mayor Pro Tem
Edward Garcia, Council Member
Gene Goss, Council Member
Kelly Kriebs, Council Member*

Sue Spears, City Treasurer

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.

REPORT OUT FROM CLOSED SESSION

Report out from Closed Session held on June 10, 2025

Public Employee Appointment: Government Code Section 54957
Title: City Manager

APPROVAL OF MEETING MINUTES

Approval of May 27, 2025 City Council meeting minutes.

APPROVAL FOR READING RESOLUTIONS AND ORDINANCES

Vote of the City Council to read all Ordinances and Resolutions by title only and waive reading in full.

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. **PROCLAMATION IN RECOGNITION OF ARMENIAN GENOCIDE MONTH**
2. **PROCLAMATION AWARDED TO SIERRA MADRE POLICE RESERVE OFFICER MITCH THOMAS FOR HIS RETIREMENT AFTER 40 YEARS OF SERVICE**
3. **PROCLAMATION AWARDED TO SIERRA MADRE POLICE OFFICER KEN BERRY FOR HIS RETIREMENT**
4. **PROCLAMATION AWARDED TO SIERRA MADRE FIREFIGHTER TED WALTERS FOR HIS RETIREMENT**

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 25-37 APPROVING CERTAIN DEMANDS**
It is recommended that the City Council approve Resolution 25-37 approving payment of City Warrants in the aggregate amount of \$1,636,993.39, Sierra Madre Library Warrants in the aggregate amount of \$15,947.48, and Payroll Transfer in the aggregate amount of \$543,077.05, for the Fiscal Year ending June 30, 2025
- b) **CONSIDERATION OF THE SECOND READING OF ORDINANCE 1483 ADOPTING THE FIRE HAZARD SEVERITY ZONE (FHSZ) MAP AS DESIGNATED BY THE CALIFORNIA STATE FIRE MARSHAL**
It is recommended that the City Council adopt by second reading Ordinance 1483 to update Fire Hazard Severity Zone (FHSZ) map for the City's Local Responsibility Area, as designated by the California Department of Forestry and Fire Protection (CAL FIRE), through the Office of the State Fire Marshal.
- c) **CONSIDERATION OF THE SECOND READING OF ORDINANCE 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**
It is recommended that the City Council conduct a second reading of and adopt Ordinance 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.
- d) **CONSIDERATION OF A PUBLIC IMPROVEMENT AGREEMENT TO PERFORM OFFSITE IMPROVEMENTS ON CARTER AVENUE AS PART OF THE MEADOWS AT BAILEY CANYON PROJECT**
It is recommended that the City Council consider approval of a Public Improvement Agreement to perform offsite improvements on Carter Avenue as part of The Meadows at Bailey Canyon project.

PUBLIC HEARINGS

1. PUBLIC HEARING AND RESOLUTION 25-38, CONFIRMING THE ASSESSMENT AND ORDERING THE LEVY FOR FISCAL YEAR 2025-2026 FOR THE DOWNTOWN LANDSCAPING AND LIGHTING MAINTENANCE ASSESSMENT DISTRICT

It is recommended that the City Council open the public hearing, receive testimony, and adopt Resolution 25-38, confirming the assessment of the downtown landscaping and lighting maintenance assessment district and ordering the levy for Fiscal Year 2025-2026

2. UPDATE ON VACANCIES IN COMPLIANCE WITH ASSEMBLY BILL 2561 – LOCAL PUBLIC EMPLOYEES; VACANT POSITIONS

It is recommended that the City Council receive and file this annual report on recruitment and vacancy rates in compliance with Assembly Bill 2561.

3. PUBLIC HEARING FOR THE APPROVAL OF THE FISCAL YEAR 2025-2026 ANNUAL BUDGET TO CONSIDER RESOLUTION 25-39, ADOPTING THE FISCAL YEAR 2025-2026 BUDGET; RESOLUTION 25-40, APPROVING THE GANN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2025-2026; AND RESOLUTION 25-41, APPROVING THE FISCAL YEAR 2025-2026 FEE SCHEDULE

It is recommended that the City Council consider the approval of Resolution 25-39, adopting the Fiscal Year 2025-2026 Budget and appropriate the amounts budgeted; Resolution 25-40, approving the GANN Appropriation Limits for 2025-2026; and Resolution 25-41, approving the 2025-2026 Fee Schedule.

DISCUSSION

1. CONSIDERATION OF CITY MANAGER EMPLOYMENT AGREEMENT

It is recommended that the City Council consider an employment agreement with Michael Bruckner to assume the City Manager position.

2. CONSIDERATION OF COUNCIL NOMINATIONS TO SERVE ON THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENT (SGVCOG) 2028 OLYMPIC & PAPALYMPIC GAMES AD HOC COMMITTEE

It is recommended that the City Council consider nominating one Council Member and one alternate to serve on the San Gabriel Valley Council of Governments (SGVCOG) 2028 Olympic & Paralympic Games Ad Hoc Committee; and direct staff to submit the nominations to SGVCOG.

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 June 24, 2025.