

**AGENDA
REGULAR MEETING
SIERRA MADRE CITY COUNCIL
Tuesday, December 13, 2011
6:00 pm Closed Session
6:30 pm Open Session
City Hall Council Chambers
232 W. Sierra Madre Boulevard**

*John Buchanan, Mayor
Josh Moran, Mayor Pro-Tem
MaryAnn MacGillivray, Council Member
Nancy Walsh, Council Member*

*Nancy Shollenberger, City Clerk
George Enyedi, City Treasurer*

PUBLIC COMMENT

The Council will listen to the public on any item on the agenda. The City Council cannot legally take action on any item not scheduled on the agenda. Such items may be referred for administrative action or scheduled on a future agenda. Comments will generally be limited to three minutes per speaker.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA:

Persons wishing to speak on any item on the agenda will be called 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.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Time shall be devoted to audience participation early on the agenda. If additional time is needed, the Mayor will allow for same at the end of the agenda.

CLOSED SESSION

CALL TO ORDER/ROLL CALL

Council Member/Board Members of the Community
Redevelopment Agency

PUBLIC COMMENT

Regarding Closed Session Items

RECESS TO CLOSED SESSION REGARDING:

CONFERENCE WITH LEGAL COUNSEL

The City Council/Agency finds, based on advice from legal counsel, that discussion in open session will prejudice the position of the local agency in the litigation.

CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Calif. Government Code Section 54957.6

City Negotiators: Elaine Aguilar, City Manager, Elisa Weaver, Director of Community and Personnel Services, and Karin Schnaider, Administrative Services Director

Employee Organization: Sierra Madre Police Officers Association

OPEN SESSION

CALL TO ORDER/ROLL CALL	Council Member/Board Members of the Community Redevelopment Agency
PLEDGE OF ALLEGIANCE & INVOCATION/INSPIRATION	Mayor John Buchanan
REPORT OUT FROM CLOSED SESSION	Mayor will request from the City Attorney a report from the closed session.
APPROVAL OF AGENDA	Majority vote of the Council to proceed with City business.
APPROVAL OF MINUTES	Approval of Minutes from the Community Redevelopment Agency session and the regular City Council meeting of November 22, 2011 and the Emergency Meeting of December 1, 2011.
MAYOR AND CITY COUNCIL REPORTS	Brief reports of individual Council Member activities relating to City business occurring since the last City Council meeting.
PUBLIC COMMENT	Regarding items not on the Agenda
PRESENTATION	Introduction of 2012 Sierra Madre Rose Float Princesses <ul style="list-style-type: none">◦ Princess Kacey Bensen◦ Princess Julianna Gough◦ Princess Tracey Janzen◦ Princess Alisa Unell
PRESENTATION	Introduction of new Library Services Director <ul style="list-style-type: none">◦ Carolyn Thomas
PRESENTATION	Recognition of outgoing Chief of Police <ul style="list-style-type: none">◦ Chief Marilyn Diaz

ACTION ITEMS

CONSENT CALENDAR

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| 1 | a) ADOPTION OF RESOLUTION NO. 11-104 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS | Recommendation that the City Council approve Resolution No. 11-104 for approval of payment of City Warrants in aggregate amount of \$180,359.30; Sierra Madre Library warrants in the aggregate amount of \$6,526.65 and Payroll Transfer in the aggregate amount of \$343,602.17 for the fiscal year ending June 30, 2012. |
| | b) CURRENT PURCHASE ORDER LISTING FOR DECEMBER 2011 GREATER THAN \$25,000 | Recommendation that the City Council receive and file the report. |

c) **ORDINANCE NO. 1325: AN ORDINANCE OF THE CITY COUNCIL AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH THE CITY AND THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

Recommendation that the City Council read for the second time, by title only, and adopt Ordinance No. 1325: An Ordinance of the City Council authorizing an amendment to the contract with the Board of Administration of the California Public Employees' Retirement System.

d) **CITATION PROCESSING SERVICES**

Recommendation that the City Council approve a contract with Phoenix Group Information Systems for full citation processing management services and the purchase of the new Electronic Ticket Writers.

e) **RESOLUTION NO. 11-101, A RESOLUTION OF THE CITY COUNCIL APPROVING CITY PARTICIPATION IN THE COUNTY-SPONSORED BRIDGE PREVENTATIVE MAINTENANCE PROGRAM AND APPROPRIATING \$20,000 FROM GENERAL FUND RESERVES TO COVER THE LOCAL SHARE OF PROJECT COSTS**

Recommendation that the City Council adopt Resolution No. 11-101 approving the City's participation in the bridge repair program and approving the expenditure of \$20,000 in General Fund Reserves to cover the City's reimbursable expenses.

f) **ACCEPTANCE OF DONATION OF LAND FROM THE SIERRA MADRE MOUNTAINS CONSERVANCY**

Recommendation that the City Council accept the donation of land from the Sierra Madre Mountains Conservancy and authorize the Mayor and City Manager to sign the transfer of documents.

2. **DISCUSSION – CONSIDERATION OF ORDINANCE 1326 AMENDING SECTION 3.36.180 OF CHAPTER 3.36 OF THE MUNICIPAL CODE REGARDING THE UTILITY USERS' TAX (UUT) AND A RESOLUTION AUTHORIZING CERTAIN COUNCIL MEMBERS TO SUBMIT ARGUMENTS REGARDING A MEASURE TO AMEND THE EXISTING UUT AND A RESOLUTION PROVIDING FOR THE FILING OF REBUTTAL ARGUMENTS**

Recommendation that the City Council provide direction regarding Ordinance 1326, an Ordinance amending Chapter 3.36 of the Municipal Code regarding the UUT rate, and adopt Resolutions 11-98 and 11-99 authorizing certain Council Members to submit arguments, and providing for the filing of rebuttal arguments.

3. **DISCUSSION – CONSIDERATION OF ADOPTION OF ELECTION RESOLUTIONS CALLING AND GIVING NOTICE OF THE APRIL 10, 2012 GENERAL MUNICIPAL ELECTION AND SPECIAL MUNICIPAL ELECTION BOTH TO BE HELD ON TUESDAY, APRIL 10, 2012 AND SUBMITTING TO THE VOTERS A MEASURE AMENDING THE CITY'S EXISTING UTILITY USERS TAX (UUT) AND AN ADVISORY MEASURE CONCERNING THE USE OF THE REVENUE GENERATED BY THE UUT RATE AND ADOPTING REGULATIONS FOR CANDIDATES' STATEMENTS SUBMITTED TO THE VOTERS**

Recommendation that the City Council adopt Resolution No. 11-97 and Resolution NO. 11-100 calling and giving notice of the General Municipal Election and Special Municipal Election to be held on April 10, 2012, submitting to the voters an ordinance relating to the City's UUT, an Advisory Measure pertaining to the UUT revenues, and adopting regulations for candidates' statements.

4. **DISCUSSION –
PROFESSIONAL SERVICES AGREEMENT WITH
THE PASADENA YMCA TO OPERATE THE
YOUTH ACTIVITY CENTER PROGRAMS**

Recommendation that the City Council authorize the City Manager to enter into a professional services agreement to subsidize the Pasadena YMCA in the amount of \$15,000/year to operate the Youth Activity Center (YAC) programs.

5. **DISCUSSION –
REDUCTION IN BUILDING PERMIT FEES
RELATED TO WINDSTORM DAMAGE AND
CONSIDERATION OF RESOLUTION NO. 11-103
AMENDING THE FEE SCHEDULE FOR PLAN
CHECK AND PERMIT FEES**

Recommendation that the City Council provide staff with direction on establishing a permit fee reduction for repair of structures damaged by the windstorm.

It is also recommended that the City Council consider Resolution No. 11-103, a Resolution amending the fee schedule for plan check and permit fees associated with repair of structures damaged by the December 1, 2011 windstorm.

6. **DISCUSSION –
CONSIDERATION OF TELEVISIONING GENERAL
PLAN STEERING COMMITTEE MEETINGS**

Recommendation that the City Council authorize staff to televise General Plan Steering Committee meetings and appropriate funds.

7. **DISCUSSION -
APPOINTMENTS TO THE UTILITY USERS TAX
OVERSIGHT COMMITTEE**

Recommendation that the City Council make appointments and authorize the formation of the Utility Users Tax Oversight Committee.

8. **DISCUSSION –
CONSIDERATION OF BALLOT MEASURES
PERTAINING TO TERM LIMITS AND THE
FILLING OF FUTURE COUNCIL VACANCIES**

Recommendation that the City Council provide staff with direction.

9. **DISCUSSION –
STRATEGIC PLAN FROM SEPTEMBER 20, 2011,
RETREAT UPDATE**

Recommendation that the City Council receive and file.

PUBLIC COMMENT

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. Each speaker will be limited to three continuous minutes, which may not be delegated. These rules will be enforced but may be changed by appropriate City Council action.

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.

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. Further information on each item may be procured from the Office of the City Manager.

AVAILABILITY OF AGENDA MATERIALS

Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet, are available for public inspection at the public counter at City Hall, 232 W. Sierra Madre Blvd., and at the Library, 440 W. Sierra Madre Blvd., during normal business hours.

LIVE BROADCASTS

Regular City Council meetings are broadcasted live on Cable Channel 3 and rebroadcast on Wednesday and Saturday at 5:30 p.m.

MEETING ASSISTANCE

The City Hall Council Chamber is physically accessible and assistive listening devices are available at the meeting. If you require special assistance to participate in this meeting, please call the City Manager's office at (626) 355-7135 at least 48 hours prior to the meeting.

ADJOURNMENT

The City Council/CRA will adjourn to a Regular Meeting at this same place on Tuesday, January 10, 2012