



CITY COUNCIL AGENDA REPORT



DEPARTMENT: Administration

MEETING DATE: September 16, 2014

PREPARED BY: Alice D. Atkins, City Clerk

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the September 2, 2014, Special and Regular Meetings of the Monrovia City Council

OBJECTIVE: To adopt the Minutes of the September 2, 2014, Special and Regular Meetings of the Monrovia City Council.

BACKGROUND: The purpose of the Minutes is to record the actions taken by the legislative body.

RECOMMENDATION: Staff recommends that the City Council adopt the Minutes of the Special and Regular Monrovia City Council Meetings.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to adopt the Minutes of the September 2, 2014, Special and Regular Meetings of the Monrovia City Council.

CC-1

**MINUTES OF THE SPECIAL AND REGULAR MEETING OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, SEPTEMBER 2, 2014, 7:30 P.M.**

STUDY SESSION: Mayor Mary Ann Lutz convened the Special Meeting/Study Session of the Monrovia City Council at 5:34 p.m. on Tuesday, September 2, 2014, in City Council Chambers, 415 South Ivy Avenue, Monrovia, California, at which all Councilmembers were present to discuss the Citywide Organizational Study. Cathy Standiford of Management Partners provided an overview, including the project purpose, approach, and general observations, and highlighted key recommendations for improving organization structure and staffing, and improving efficiency, effectiveness, and innovation in delivering public services. Mayor Lutz adjourned the Special Meeting at 5:57 p.m.

CLOSED SESSION: Mayor Mary Ann Lutz convened the Closed Session Meeting of the Monrovia City Council at 7:30 p.m. on Tuesday, September 2, 2014, in City Council Chambers, at which all Councilmembers were present to discuss the following Closed Session item: CS-1 Public Employee Appointment Pursuant to Government Code §54957: City Manager; CS-2 Conference with Real Property Negotiator pursuant to Government Code §54956.8; 1109 South Myrtle Avenue and 102, 116, 120-124, 132 and 140 West Huntington Drive; Successor Agency Negotiator: City Attorney; Negotiating Party: Mt. Sierra College, Inc.; Under Negotiation: Price and Terms of Payment; CS-3 Conference with Real Property Negotiator pursuant to Government Code §54956.8; 142 West Pomona Avenue; Successor Agency Negotiator: City Attorney; Negotiating Party: CIBA Real Estate for Keith Stephens, Brio E-Bikes; Under Negotiation: Price and Terms of Payment; CS-4 Conference with Legal Counsel, Initiation of Litigation Pursuant to Government Code §54956.9 (c); Two (2) Potential Cases.

CONVENE: Mayor Lutz convened the Regular Meeting of the Monrovia City Council of Tuesday, September 2, 2014, at 7:30 p.m. in City Council Chambers. In attendance were Interim City Manager Francis M. Delach, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins.

INVOCATION: Pastor Melanie Mays led the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Larry J. Spicer led the Pledge of Allegiance.

ROLL CALL: In attendance were Councilmembers Tom Adams, Alexander C. Blackburn, Larry J. Spicer, Mayor Pro Tem Becky A. Shevlin, and Mayor Mary Ann Lutz.

REPORT OF CLOSED SESSION: City Attorney Craig Steele stated that the City Council met in closed session to discuss the items on the posted agenda and reported as follows: on CS-1 there was no reportable action; on CS-2, Councilmember Blackburn abstained due to the proximity of his business to subject site, and there was no reportable action; on CS-3, Mayor Pro Tem Shevlin abstained due to potential involvement of a source of income to her, and there was no reportable action; on CS-4 there was no reportable action.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Recognition of Pasadena Star News 2014 Coaches of the Year, Monrovia High School Track and Field Coaches Randy Hare and Mike Knowles, Girls Softball Coach Dave Guzman, and Boys Soccer Coach Mike Williams: The Mayor and City Council recognized the coaches for their achievements.

PR-2 Proclaiming the Month of September as International Literacy Month and Recognizing the 30th Anniversary of the California Library Literacy Service: Linda Granicy, Acting Library Division Manager introduced Edward William, Literacy Coordinator, who gave an overview of the programs and accepted the proclamation.

PR-3 Recognition of Fifth Annual MAP Neighborhood Conference Partners: Alfredo Enriquez, Management Analyst, assisted the Mayor and City Council in recognizing the sponsors and partners of the 2014 conference.

STUDENT GOVERNMENT REPRESENTATIVE REPORT: Student Liaison Nick Miranda reported on past and future activities at the high school.

ORDER OF BUSINESS: Interim City Manager Fran Delach stated that item AR-4 would be moved up to precede Public Hearings.

CONSENT CALENDAR: Mayor Lutz noted that the title on the Agenda Report for item CC-11 was incorrect and should refer to the Ridgeside Reservoir, not the Norumbega Reservoir – the title on the Agenda was correct. **It was moved by Councilmember Adams, seconded by Mayor Pro Tem Shevlin, to approve the consent calendar, with the corrected noted.** The motion carried unanimously. The Consent Calendar consisted of the following Agenda items:

CC-1 Unadopted Minutes of the August 5, 2014, Special and Regular Meetings and the August 19, 2014, Special Meeting of the Monrovia City Council: The City Council adopted the Minutes of the August 5, 2014, Special and Regular Meetings and the August 19, 2014, Special Meeting.

CC-2 Payroll Nos. 17 and 18 in the Net Amounts of \$497,277.02 and \$511,331.80, respectively, and Warrant Registers Dated July 31 and August 14, 2014 in the Total Amounts of \$4,308,923.22 and \$753,496.54, Respectively: The City Council approved Payroll Nos. 17 and 18 in the net amounts of \$497,277.02 and \$511,331.80, respectively, and Warrant Registers dated July 31 and August 14, 2014, in the total amounts of \$4,308,923.22 and \$753,496.54, respectively.

CC-3 Purchase of Munis Utility Billing Customer Information System (UB CIS) and Tyler Dashboard from Tyler Technologies in the Amount of \$47,355.00, with a Reserve for Contingencies in the Amount of \$4,735.00, for a Total Amount not to Exceed \$52,090.00: The City Council approved the purchase of Munis UB CIS and the Tyler Dashboard from Tyler Technologies in the amount of \$47,355, with a reserve for contingencies in the amount of \$4,735, for a total amount not to exceed \$52,090, and authorized the Administrative Services Director to execute the necessary documents.

CC-4 Julian Fisher Park Play Equipment, Project No. G-867; Acceptance of Work, Filing Notice of Completion, Final Payment, and Release of Retention Funds in the Total Project Amount of \$136,500.00 to Creative Contractors Corporation: The City Council approved the work as completed, directed the City Clerk to file a Notice of Completion, approved payment in the amount of \$64,837.50 to Creative Contractors Corporation for the Julian Fisher Park Play Equipment Project No. G-867, and approved release of retention funds in the amount of \$6,825.00, thirty-five (35) days after the Notice of Completion had been filed.

CC-5 Change of Two-Way Stops to Four-Way Stops with Installation of Stop Signs on on East Lime Avenue at Jasmine Avenue and Wildrose Avenue at Heliotrope Avenue; Resolution No. 2014-51: The City Council adopted Resolution No. 2014-51.

CC-6 Award of Contract to Griffith Company in the Amount of \$9,534,555.31 for the Station Square Off-Site Public Improvements, Project No. C-3068: The City Council awarded a contract to Griffith Company for the Station Square Off-Site Public Improvements, Project No. C-3068, with a reserve for contingencies in the amount of \$1,430,183.00, for a total project budget of \$10,964,738.31, rejected all other bids, and authorized the City Manager to execute the necessary documents.

CC-7 Request for Proposals (RFP) for Roof Repairs at Selected City Facilities: The City Council authorized Staff to solicit Request for Proposals for roof repairs at selected City buildings.

CC-8 Consultant Services Agreement with Hall & Foreman, Inc. in the Amount of \$395,037.00 for Preparation of the Sanitary Sewer Master Plan, Project No. C-3073: The City Council approved a Consultant Services Agreement with Hall & Foreman, Inc. for the preparation of the Sanitary Sewer Master Plan, Project No. C-3073 with a reserve for contingencies of ten percent, for a total project budget of \$434,541.00, and authorized the City Manager to execute the necessary documents.

CC-9 Consultant Services Agreement with Stetson Engineers Inc. in the Amount of \$225,462.00 for Preparation of the Water Master Plan, Project No. C-3075: The City Council approved a Consultant Services Agreement with Stetson Engineers, Inc. for the preparation of the Water Master

Plan, Project No. C-3075 with a reserve for contingencies of ten percent, for a total project budget of \$248,008.00, and authorized the City Manager to execute the necessary documents

CC-10 Amendment to Contract with William Marino Enterprises, Inc., for Fiscal Year 2013-2014 in the Amount of \$5,343.03 for Additional Graffiti Removal: The City approved an amendment to the contract with William Marino Enterprises, Inc., for Fiscal Year 2013-2014 in the amount of \$5,343.03 for additional graffiti removal, and authorized the City Manager to execute the necessary documents.

CC-11 Emergency Repairs of Booster 5-1 at the Ridgeside Reservoir Booster Station by General Pump Company in the amount of \$84,494.00: The City Council approved the emergency replacement of Booster 5-1 at the Ridgeside Reservoir Booster Station by General Pump Company in the amount of \$84,484.00.

CC-12 Legislative Bulletin: The City Council received and filed the Legislative Bulletin.

CC-13 Destruction of Certain Departmental Records, Resolution No. 2014-44: The City Council adopted Resolution No. 2014-44.

CC-14 Endorsement of the Regional California Gang Reduction Intervention and Prevention (CalGRIP) Grant Application: The City Council endorsed the City of Duarte's proposed CalGRIP 2015-2017 program and directed Staff to send a letter of support.

CC-15 Increase Rate Offset for the Discount Bus Pass Program, Resolution No. 2014-56: The City Council adopted Resolution No. 2014-56.

PUBLIC INPUT:

1. Sylvia Domotor, Rotary Club
2. The Rev. Dr. Timothy Murphy, Progressive Christians Uniting
3. Pam Fitzpatrick, Old Town Merchant
4. Mrs. Dowling, Monrovia
5. Gwendolyn Jones and Ralph Walker, Friends of Allen Allensworth

The following item was heard out of order:

AR-4 Amendment to Title 13 (Public Services), Chapter 13.20 of the Monrovia Municipal Code Relating to Water Conservation; Introduction and First Reading of Ordinance No. 2014-10

Carl Hassel, Director of Public Works, reviewed the Agenda Report, with Shane Chapman, General Manager, Upper San Gabriel Valley Municipal Water District, providing a report on the status of drought conditions.

Discussion included concerns regarding calculating baseline usage for varying households and the appeal process, the negative effect of neighbors turning in neighbors for water usage, and the City's own consumption with reports of excessive run-off in parkways.

Public Input:

1. Cyrus Kemp, Monrovia

Discussion continued on process for notification to residents of their baseline, with Mayor Lutz proposing a longer period for appeal.

2. Dorothy Kelty, Monrovia

Staff responded to questions raised by Ms. Kelty, including the State mandate for all water suppliers to reduce consumption by 10% communitywide, information on various rebate opportunities, the effect of additional development and the City's allocation from the Water Master, and the Green Building Code adopted by the City Council two years prior.

3. Gwendolyn Jones, Monrovia

Staff responded to questions regarding surcharges.

It was moved by Councilmember Blackburn, seconded by Councilmember Spicer, to introduce, waive further reading, and read by title only Ordinance No. 2014-10, as amended to delay enforcement of base period allocation by 45 days to allow customers to appeal. The motion carried on the following vote: AYES: Councilmembers Blackburn, Spicer, Mayor Pro Tem Shevlin, Mayor Lutz; NOES: Councilmember Adams.

To address Councilmember Adams' concerns, Councilmember Blackburn requested a report on how the City could improve its own water conservation. Interim City Manager Delach stated Staff would bring back a report, including measures taken to correct reported problems.

City Attorney Steele ready the title of Ordinance No. 2014-10 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, AMENDING CHAPTER 13.20 OF THE MONROVIA MUNICIPAL CODE, AMENDING THE WATER CONSERVATION PLAN FOR THE CITY AND IMPOSING PENALTIES

Mayor Lutz called for a recess from 9:34 p.m. to 9:45 p.m.

PUBLIC HEARINGS / MEETINGS

Mayor Lutz stated that the reports for PH-1 and PH-2 would be taken together, noting that separate motions were still required.

PH-1 Amendment to the Land Use Element of the General Plan (GPA2014-02), Resolution No. 2014-52; Repeal of Station Square Specific Plan, Resolution No. 2014-53; Amendment to Title 17 (Zoning) of the Monrovia Municipal Code relating to the repeal of the Station Square Specific Plan, Zoning Ordinance Text Amendment and Zone Change ZC2014-01; Introduction and First Reading of Ordinance No. 2014-03

PH-2 Tentative Parcel Map TPM72777/Conditional Use Permit CUP2014-08 for a 261-Unit Apartment Complex with a Parking Structure at the Southeast Corner of Pomona and Magnolia Avenues, Vacant Property Previously Addressed as 1622 South Magnolia Avenue and 204 West Pomona Avenue, by The Parks at Monrovia Station Square 1, LLC, Applicant, Resolution No. 2014-36; Adoption of Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program, Resolution No. 2014-54; Adoption of The Parks at Station Square Specific Plan, Resolution No. 2014-35; Amendment to the Zoning Ordinance to Include The Parks at Station Square Specific Plan, Introduction and First Reading of Ordinance No. 2014-04 and Repeal of Tentative Tract Map No. 70357

Craig Jimenez, Planning Division Manager, reviewed the Agenda Reports, including a PowerPoint presentation by the Applicant and representatives of Samuelson Fetter.

Mayor Lutz opened the Public Hearing.

Opposed: None

In Favor:

1. Peter Hoffman, Monrovia
2. Rob Post, Monrovia
3. Matt Weaver, Monrovia
4. Kurt Luginbuhl, Monrovia
5. Francis Kuhn, Senior Facility Manager, Worley Parsons
6. Cynthia Kurtz, San Gabriel Valley Economic Partnership
7. Blaine Fetter, Sameulson & Fetter, Applicant

At the request of City Council, Mr. Fetter provided an explanation on the difference between wrap and podium designs, and indicated drawings and plan check would take approximately 7 to 8 months, anticipating construction would be well under way within a year.

Mayor Lutz closed the Public Hearing.

It was moved by Mayor Pro Tem Shevlin, seconded by Councilmember Adams, to adopt Resolution No. 2014-52 and 2014-53, and to introduce, waive further reading, and read by title only Ordinance No. 2014-03. The motion carried unanimously.

City Attorney Steele read the title of Ordinance No. 2014-03 as follows:

AN ORDINANCE OF CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, ADOPTING ZONE CHANGE ZC2014-01 AMENDING THE OFFICIAL ZONING MAP SET FORTH IN SECTION 17.04.040 OF THE MONROVIA MUNICIPAL CODE TO CHANGE THE SP (SPECIFIC PLAN) ZONE DESIGNATION TO PD-12 (PLANNED DEVELOPMENT AREA 12) AND AMENDING THE ZONING ORDINANCE TO REMOVE STATION SQUARE SPECIFIC PLAN FROM SECTION 17.04.035 OF TITLE 17 (ZONING) OF THE MONROVIA MUNICIPAL CODE FOR SPECIFIED PROPERTIES IN THE STATION SQUARE TRANSIT VILLAGE

It was moved by Councilmember Spicer, seconded by Mayor Pro Tem Shevlin, to adopt Resolution Nos. 2014-36, 2014-35, and 2014-54, and to introduce, waive further reading, and read by title only Ordinance No. 2014-04. The motion carried unanimously.

City Attorney Steele read the title of Ordinance No. 2014-04 as follows:

AN ORDINANCE OF CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, AMENDING THE ZONING ORDINANCE TO ADD THE PARKS AT STATION SQUARE SPECIFIC PLAN TO SECTION 17.04.035 OF TITLE 17 (ZONING) OF THE MONROVIA MUNICIPAL CODE FOR PROPERTY LOCATED AT THE SOUTHEAST CORNER OF MAGNOLIA AND POMONA AVENUES, VACANT PROPERTY PREVIOUSLY ADDRESSED AS 1622 SOUTH MAGNOLIA AVENUE AND 204 WEST POMONA AVENUE (APNS 8507-003-917 and 8507-003-919)

REPORTS OF CITY MANAGER & STAFF

In response to a call received from School Board Member and Former Mayor Rob Hammond, Interim City Manager Delach provided a correction to the article printed in Monrovia Today relating to income the City would derive from recent reusable bag regulations adopted by the City Council, noting that there would in fact be negligible revenue in the form of sales tax, approximately \$1,351 per year; a correction would be printed in the next Monrovia Today.

RCM-1 Update on 316 South Myrtle Avenue: Steve Sizemore, Director of Community Development, provided an update, noting that scaffolding had been removed on the north side of the building, the permit for scaffolding in the right-of-way expired on September 1; Staff was in discussions with the City Attorney and would likely request removal of the remaining scaffolding and work with the property owner to encourage completion of the project.

Public Input:

1. Pam Fitzpatrick, Old Town Merchant

REPORTS OF CITY COUNCILMEMBERS & SUB-COMMITTEES

RCC-1 Mayor Mary Ann Lutz:

- (a) Centennial Event for Lt. Colonel Allen Allensworth at Monrovia Historical Museum, September 14, 2014
- (b) Thanked and congratulated the Action on Film festival produced by Del and Theresa Weston

RCC-2 Mayor Pro Tem Becky A. Shevlin

- (a) Upcoming Monrovia Reads events
- (b) New MAP Leadership Academy

- (c) Foothill Transit Executive Board; upcoming attendance at San Gabriel Valley Economic Partnership Gala as a boardmember
- (d) Attendance at recent Board of Supervisors meeting and new proposed legislation regarding a National Monument Designation for federally owned lands. Interim City Manager Delach stated that Staff would bring a report to the next meeting with more information.
- (e) Latest edition of Monrovia Today

RCC-3 Councilmember Tom Adams had no report.

RCC-4 Councilmember Alexander C. Blackburn:

- (a) Requested review at an upcoming meeting for City Council Meeting procedures related to speaker limits and a time limit for taking up items on the agenda
- (b) **League of California Cities Annual Conference Resolutions:** As there were no objections to the resolution provided in the packet, as the City's delegate, he would be voting in favor.

RCC-5 Councilmember Larry J. Spicer had no report.

ADMINISTRATIVE REPORTS:

AR-1 Unilateral Implementation of Last, Best and Final Offer to the Monrovia Municipal Employees Association; Amendment to Personnel Rules and Regulations to Provide for Compensation and Supplemental Benefits Effective Fiscal year 2014-2015 for General Employees, Appendix "B," Resolution No. 2014-57

Danielle Tellez, Human Resources Division Manager, reviewed the Agenda Report.

It was moved by Councilmember Adams, seconded by Mayor Pro Tem Shevlin, to adopt Resolution No. 2014-57. The motion carried unanimously.

AR-2 Review of Costs and Proposed Implementation of Recommendations Presented by the Committee on Homelessness and Park Conduct

Jim Hunt, Police Chief, and Tina Cherry, Director of Community Services, reviewed the Agenda Report.

Councilmember Blackburn inquired about his request to include the cost of hiring security guards to patrol parks and downtown, specifically the use of the Purple Patrol utilized in downtown Los Angeles. Police Chief Hunt apologized for the oversight and indicated he could provide additional information at an upcoming meeting.

Following discussion, it was moved by Councilmember Blackburn, seconded by Councilmember Adams, to direct staff to implement the Community Outreach Educational Program, the Directed Giving Campaign, the Populate the Parks with Programs strategy, and the Neighborhood Park Watch program; direct staff to contact other regional partners about the Restorative Court program; direct Staff and the City Attorney to research the legal requirements for the use of a video surveillance system in public areas and develop a policy for the use of this system; direct Staff to provide costs related to hiring a security company for patrol; and report back to the City Council on their findings. The motion carried unanimously.

AR-3 Amendment to Title 10 (Vehicles and Traffic), Repealing Chapter 10.12 of the Monrovia Municipal Code relating to Stop Intersections; Introduction and First Reading of Ordinance No. 2014-09

Carl Hassel, Director of Public Works, reviewed the Agenda Report.

It was moved by Councilmember Adams, seconded by Councilmember Spicer, to introduce, waive further reading, and read by title only Ordinance No. 2014-09. The motion carried unanimously.

City Attorney read the title of Ordinance No. 2014-09 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, REPEALING CHAPTER 10.12 (STOP INTERSECTIONS) OF TITLE 10 (VEHICLES AND TRAFFIC) OF THE MONROVIA MUNICIPAL CODE

AR-4 Amendment to Title 13 (Public Services), Chapter 13.20 of the Monrovia Municipal Code Relating to Water Conservation; Introduction and First Reading of Ordinance No. 2014-10

This item was heard out of order preceding Public Hearings above.

PUBLIC INPUT, CONTINUED, IF NEEDED: None.

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED: None.

SCHEDULED MEETINGS: The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, September 16, 2014, 7:30 p.m., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT: At 11:34 p.m., Mayor Lutz adjourned the meeting in memory of Norma Pontella, wife of Jim Pontella and former longtime employee of Senator Bob Margett; and George Mency, longtime resident and husband of former Planning Commissioner Mimi Mency.

ATTEST:

APPROVED:

Mary Ann Lutz, Mayor

Alice D. Atkins, CMC, City Clerk