



**REGULAR MEETING**  
*of the*  
**MONROVIA CITY COUNCIL**  
**City Council Chambers**  
**Tuesday, November 17, 2009**  
**7:30 P.M.**

**AGENDA SUMMARY**

<b>CONVENE</b>	Mayor Mary Ann Lutz
<b>IN HONOR OF</b>	Elizabeth Margaux Alayne Lee, born September 15, 2009, to Parents Alexandra Andricos and Dr. Jeffrey A. Lee
<b>INVOCATION</b>	Dr. John L. Mastrogiovanni
<b>PLEDGE OF ALLEGIANCE</b>	Mayor Pro Tem Tom Adams
<b>ROLL CALL</b>	Councilmembers Garcia, Shaw, Shevlin, Mayor Pro Tem Adams and Mayor Lutz

**PRESENTATIONS/PROCLAMATIONS**

**PR-1 Recognition of the Second Monrovia Area Partnership (MAP) Neighborhood Leadership Academy Graduates**

The Monrovia Area Partnership is recognizing the 13 MAP Graduates who completed the recent Neighborhood Leadership Academy. Through the MAP Program, the Neighborhood Leadership Academy focuses on fostering and encouraging resident activism in the community through education.

Alexis Newell, Neighborhood Services Specialist, will be on hand to assist the Mayor and City Council recognize Monrovia's new Neighborhood Leaders: Tony Alexandrovich, Christine Bennett, Frances Calderon, Rosemary Calderon, Maria Gallegos, Ulises Gutierrez, Cristina Lopez, Daniel Lundgren, Megan Lundgren, Dr. John Mastrogiovanni, Hugo Mora, Monica Palomares, and Bijan Ranjbari!

**PR-2 Recognition of 2009 "Make a Difference Day" Contributors**

Amy Gray, Volunteer Services Coordinator of the Volunteer Center, will be on hand tonight to recognize the sponsors of the October 24, 2009 Make A Difference Day Nineteenth Annual day of volunteerism. A short presentation will be played highlighting the event

**PR-3 Recognition of Ralph Walker for his Longstanding Service to the Community through the Media of Cable Public Access Television**

The Mayor and City Council will recognize Ralph Walker for his many outstanding contributions and longstanding service to the community through the media of cable public access television for the betterment of Monrovia. Mr. Walker will be on hand to receive the Certificate of Recognition. Lance Mungia, Community Media of the Foothills Executive Director, will also be in attendance to thank Mr. Walker for his involvement with KGEM.

**Student Government Representative Report**

Student Liaison Savannah Spicer

**ORDER OF BUSINESS****CONSENT CALENDAR****CC-1 Unadopted Minutes of the November 3, 2009 Regular Meeting of the Monrovia City Council****CC-2 Payroll No. 23 in the Amount of \$569,903.81 and Voucher Nos. 161651 through 161861 in the Amount of \$1,040,035.42****CC-3 Amendment to the Service Agreement with Curbside, Inc., in the Amount of \$30,000.00, Ending November 30, 2011**

State laws and regulations ban Household Hazardous Waste (HHW) and electronic waste (E-Waste) from disposal in solid waste facilities. The City of Monrovia has contracted with Curbside, Inc., for HHW collection services since 2002. The current term expires November 30, 2009 with the option of three two-year extensions. Over the past three years, this program collected 20,523 pounds of HHW and 9,858 pounds of E-Waste.

Since 2002, Curbside, Inc., has consistently received high ratings on customer service response cards, and has made special accommodations for those needing assistance.

The collection of these materials is consistent with Action Five of the Monrovia Environmental Accords to reduce toxic and hazardous waste in our community. This program provides residents with a convenient option to comply with the State of California regulations

Curbside, Inc., has requested to increase each collection service rate by \$2.00 to cover increased operational costs. The City's annual contract cost is not to exceed \$15,000.00 per year and will be paid from the Waste Management Fund.

*If the City Council concurs, the appropriate action would be a motion to:*

**Approve an amendment to the service agreement with Curbside, Inc., in the amount of \$30,000.00, ending November 30, 2011.**

#### **CC-4 Legislative Bulletin**

This report will highlight and summarize pending State legislation that may be important to Monrovia and provides a brief analysis of the potential impacts to the City. The recommendations made by staff reflect the City's priorities and programs, as well as the direction taken by the League of California Cities.

*If the City Council concurs, the appropriate action would be a motion to:*

**Approve the Legislative Bulletin and direct Staff to contact Monrovia's elected representatives for their support.**

#### **CC-5 Set for Public Hearing on December 1, 2009; Historic Landmark HL-109/Mills Act Contract MA-103 for Property Located at 338 Highland Place by Property Owners Lynne Burns and David Norinsky**

At its meeting of October 28, 2009, the Historic Preservation Commission held a Public Hearing to review an application for historic landmark designation and approval of a Mills Act Contract for the property at 338 Highland Place. The house at 338 Highland Place was constructed in 1926 and represents one of Monrovia's few examples of Pueblo Revival architecture.

At the close of the hearing, the Commission unanimously voted to forward a Nomination Statement to the *City Council* recommending approval of historic landmark designation for the property. The Commission also voted to recommend approval of a Mills Act Contract

Staff recommends that the City Council set December 1, 2009 as the date of the Public Hearing.

*If the City Council concurs, the appropriate action would be a motion to:*

**Set December 1, 2009 as the date of the Public Hearing.**

#### **CC-6 Set for Public Hearing on December 1, 2009; Historic Landmark HL-126/Mills Act Contract MA-120 for Property Located at 303 North Magnolia Avenue by Property Owners Cheryl Caputi and Scott Langer**

The owners of 303 North Magnolia Avenue have applied for historic landmark designation and approval of a Mills Act Contract. This ranch style house was built in 1949.

At its meeting of October 28, 2009, the Historic Preservation Commission held a Public Hearing to review the application. At the close of the Public Hearing, the Commission voted

5-2 to forward a Nomination Statement to the City Council recommending approval of historic landmark designation for the property and approval of a Mills Act Contract.

Staff recommends that the City Council set December 1, 2009 as the date for the Public Hearing.

*If the City Council concurs, the appropriate action would be a motion to:*

**Set December 1, 2009 as the date of the Public Hearing.**

**CC-7 Establishment of a Line of Credit Reserve with Wells Fargo Bank; Resolution 2009-68**

The City of Monrovia adopts a balanced budget every year, appropriating certain expenditures to be met with anticipated revenues that are projected to be received by the City of Monrovia during the same fiscal year. Budgeted revenues are not received by the City evenly throughout the fiscal year. Property tax, which is the City's biggest revenue source, is not received until December. Along with other revenues that are received at different times throughout the year, it is difficult at times to match operational expenditures and/or construction project costs with available revenues.

City staff believes it is prudent to enter into an agreement with Wells Fargo Bank to open up a line of credit reserve for an amount not to exceed \$2 million. This line of credit will only be drawn upon if certain opportunities present itself that call for capital improvement projects and/or operational needs to begin or be met sooner than what is anticipated in the budget.

*If the City Council concurs, the appropriate action would be a motion to:*

**Adopt Resolution No. 2009-68.**

**PUBLIC INPUT**

**PUBLIC HEARINGS / MEETINGS**

**PH-1 Amendment to Title 17 (Zoning) of the Monrovia Municipal Code pertaining to regulations for Electronic Message Boards; Introduction and First Reading of Ordinance No. 2009-06**

Planning Division Manager Steve Sizemore will review the Staff Report.

Earlier this year, the City received two separate requests from a church and private school requesting permission to install an electronic message board. Electronic message boards are often seen at public schools and civic facilities. Currently, the City of Monrovia Sign Code (Chapter 17.24) prohibits signs that rotate, gyrate, blink or move in any animated fashion, which prohibits an electronic message board. With the advent of light emitting diode (LED) technology, churches and public and private institutions, are finding reader boards have several distinct advantages over traditional neon based signs including energy efficiency, flexibility, space saving, and low maintenance. As a result, many cities are now

allowing electronic message boards subject to regulations that reduce their impacts to the community.

Staff has reviewed a number of recently adopted ordinances of other communities and an April 2008 Zoning Practice report from the American Planning Association (APA) which discusses the issues related to electronic message boards. The purpose of the review is to determine if it is appropriate to amend the City of Monrovia Sign Ordinance to allow electronic message boards. On the basis of this review, Staff determined that it is appropriate to create regulations to allow electronic message boards for churches and private institutions. In order for this to occur, the City's Sign Ordinance needs to be amended to allow electronic message boards. Staff prepared a draft Ordinance and submitted it to the Planning Commission for their review. The draft ordinance creates development regulations that address size, animation, brightness, on-site messaging, automated shutdown technology and contact information. In addition to the development regulations all electronic message boards shall be required to obtain a minor conditional use permit from the Development Review Committee. The entitlement process will allow for a noticed Public Hearing which allows adjacent neighbors to come to the noticed meeting and speak for or against the application. The Development Review Committee can impose, in addition to the required conditions, additional conditions such as turning the sign off after certain hours, or other appropriate conditions. The full report has all the required conditions spelled out

On October 14, 2009, the Planning Commission held a Public Hearing to review the proposed Ordinance. During the hearing, one person, Pastor Phil Reed of the Monrovia Church of the Nazarene, spoke in favor of the application. He detailed his efforts working with a sign company and city staff to create regulations which would allow them to replace their existing changeable copy sign. No one spoke in opposition of the application. After the close of the Public Hearing, the Commission discussed the proposed Ordinance and raised several issues, including aesthetics and potential problems with adjacent neighbors and businesses. Through their discussion, they recommended the following changes to the ordinance:

- Any structures, visible devices, cages, or shielding related to or attached to an Electronic Message Board are prohibited unless reviewed and approved by the Development Review Committee prior to installation.
- After approval of a minor Conditional Use Permit for an Electronic Message Board, the permit may be reviewed and additional conditions and limitations may be imposed by the Development Review Committee, including, without limitation, lighting, illumination, hours of operation or intensity of the electronic message board, if complaints, subject to verification by Staff, are received from the public.

With the recommended amendments, the Planning Commission voted unanimously to recommend approval of the ordinance to the City Council which is option 1 of four options in the staff report.

*If the City Council concurs at the end of the Public Hearing, the appropriate action would be a motion to:*

**Introduce, read by title only, and waive further reading of Ordinance No. 2009-06.**

**CONVENE MONROVIA REDEVELOPMENT AGENCY MEETING WITHOUT  
ADJOURNING CITY COUNCIL MEETING**

**MRA CONVENE**

Chairman Lutz

**MRA ROLL CALL**

Boardmembers, Garcia, Shaw, Shevlin, Vice-Chairman Adams,  
and Chairman Lutz

**MRA CONSENT CALENDAR**

**MRA CC-1 Unadopted Minutes of the November 3, 2009 Regular Meeting of the Monrovia  
Redevelopment Agency**

**MRA PUBLIC HEARINGS/MEETINGS**

None

**MRA ADMINISTRATIVE REPORTS**

None

**MRA ADJOURNMENT**

**RECONVENE MONROVIA CITY COUNCIL MEETING**

**REPORTS OF CITY COUNCILMEMBERS & SUB-COMMITTEES**

**RCC1**

Mayor Lutz

- (a) Overview of Crime Stoppers Program
- (b) Discussion of Formative Years Program
- (c) Environmental Media Association (EMA) California Green Communities Challenge

**RCC2**

Mayor Pro Tem Adams

- (a) Proclaiming April 17, 2009 as "Earth Day" and Community Work Day at Canyon Park

**RCC3**

Councilmember Garcia

**RCC4**

Councilmember Shaw

**RCC5**

Councilmember Shevlin

**ADMINISTRATIVE REPORTS****AR-1 One-Year Extension and Amendment to the Agreement with John L. Hunter for NPDES (National Pollutant Discharge Eliminations System) Industrial/Commercial Storm Water Inspections and Hazardous Materials Inspections in the Amount of \$40,290.00, Ending December 31, 2010**

Heather Maloney, Sr. Management Analyst, will review the Staff Report.

In 2001, the California Regional Water Quality Control Board issued the Municipal Storm Water National Pollutant Discharge Elimination System (NPDES) Permit for the County of Los Angeles to the Los Angeles County Flood Control District and all co-permittee cities, including Monrovia. The State mandated that the County and co-permittee cities implement an Industrial/Commercial Facilities Control Program (Inspection Program) to inspect industrial and commercial sites within the City for pollutant reduction and control measures to prevent pollutant discharges to the storm drain systems.

Since 2003, John L. Hunter and Associates has provided excellent service to successfully implement the City of Monrovia's Industrial/Commercial Facilities Program, and help the City meet its NPDES permit and hazardous materials inspection requirements.

New to this contract extension are hazardous materials inspections which have been added to the agreement's scope of services. A staff reduction within the Fire Prevention Bureau, combined with a change in the educational requirements to conduct hazardous materials inspections, has resulted in the need to contract for these inspections.

The proposed contract amendment/extension will provide services to fulfill the Industrial/Commercial Storm Water Inspections mandated in the City's NPDES permit, assistance with TMDL (Total Maximum Daily Loads) compliance reporting and program planning, and hazardous materials inspections. Additionally, the inspections will help educate businesses on best management practices (BMP's), helping to prevent pollutants discharged into the stormwater system and prevent fires due to improper use/storage of hazardous materials.

The following funds will cover contract costs: \$29,890.00 from the Storm Drain Maintenance Fund; \$400.00 from the Sewer Fund to cover FOG (Fat Oil Grease) inspection costs; and \$10,000.00 from the Hazardous Materials Fund for inspections. Hazardous materials inspection costs will be replenished by the hazardous materials inspection fee charged to businesses.

*If the City Council concurs, the appropriate action would be a motion to:*

**Approve a one-year extension and amendment to the agreement with John L. Hunter for NPDES Industrial/Commercial storm water inspections and hazardous materials inspections.**

**SCHEDULED MEETINGS**

The next Regular Meeting of the Monrovia City Council is scheduled for Tuesday, December 1, 2009, 7:30 P M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**PUBLIC INPUT, CONTINUED, IF NEEDED**

**ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED**

**ADJOURNMENT**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Scott Ochoa". The signature is fluid and cursive, with a large initial "S" and "O".

Scott Ochoa  
City Manager

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A full City Council agenda packet with all backup information is available at City Hall, the Monrovia Library, and on the City's website at [www.cityofmonrovia.org](http://www.cityofmonrovia.org). Copies of individual Agenda Reports are available via email upon request ([aatkins@ci.monrovia.ca.us](mailto:aatkins@ci.monrovia.ca.us)).