

**MINUTES OF THE REGULAR MEETING  
OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, MARCH 26, 7 30 P M**

**CONVENE** Following a Special Meeting in City Council Chambers to recognize those in the Salute to Service Program 7 15 P M to 7 33 P M at which all City Councilmembers were in attendance with the exception of Councilmember Adams who was excused Mayor Lara Larramendi Blakely convened the Regular Meeting of the Monrovia City Council of Tuesday March 26, 2002 at 7 45 P M in City Council Chambers 415 South Ivy Avenue Monrovia California She announced that the Study Session originally scheduled prior to the Special Meeting had been cancelled

**PLEDGE OF ALLEGIANCE** Councilmember Joe Garcia led the Pledge of Allegiance

**ROLL CALL** In attendance were Councilmembers Victor M Franco Joe Garcia, Mayor Pro Tem Rob Hammond and Mayor Lara Larramendi Blakely Councilmember Tom Adams was excused

**REPORT OF CLOSED SESSION(S)** None

**PRESENTATIONS**

**1 Introduction of Police Services Representatives Lori Bashford and Kerry Murphy**

Police Chief Joe Santoro introduced and gave a brief background of newly hired Police Services Representatives Lori Bashford and Kerry Murphy to the Mayor City Council and the community Mayor Blakely welcomed them to the Monrovia Family

**PROCLAMATIONS**

**1 Proclaiming the Week of April 1-7, 2002 "National Community Development Week"**

The week of April 1-7, 2002 was designated National Community Development Week Signed on August 22 1974, the Community Development Block Grant (CDBG) program has continued to strengthen America's communities by providing affordable and accessible housing, childcare health care, senior citizens' programs, and infrastructure improvements The theme of this year's celebration is " CDBG Uniting Communities Across America "

Mayor Blakely proclaimed the week of April 1-7 2002 as "National Community Development Week" in the City of Monrovia, and joined the communities throughout the nation in support and celebration of the Community Development Block Grant Program

Housing Coordinator Scott Stevenson, Los Angeles County Community Development Commission, accepted the proclamation from Mayor Blakely Housing Coordinator Dan McConnell presented the City Council with the year 2002 CDBG Poster

**2 Proclaiming the Month of April, 2002 as "Earthquake Preparedness Month"**

The State of California has designated the month of April as "Earthquake Preparedness Month The Monrovia Fire Department encourages all citizens, businesses, and schools to enhance their knowledge and awareness of proper safety measures to follow before, during and after an earthquake Mayor Blakely proclaimed the month of April 2002 as "Earthquake Preparedness Month "

Chief Sam DiGiovanna presented a brief Power Point presentation showing the destruction of earthquakes reminding the community of past natural disasters, and accepted the proclamation from Mayor Blakely

### **3 Proclaiming the Month of April, 2002 as "Strategic Information Management Month"**

This international ARMA event emphasized the impact that records and information management has on global businesses and government City Clerk Linda B Proctor accepted the proclamation from Mayor Blakely

**STUDENT GOVERNMENT REPRESENTATIVE REPORT** Student Government Liaison Matt Binford reported on activities at Monrovia High School

### **A CONSENT CALENDAR**

It was moved by Mayor Pro Tem Hammond, seconded by Councilmember Garcia, to approve the Consent Calendar consisting of Items \*B, \*I-4, \*I-5, and \*K

**ROLL CALL** Ayes Councilmembers Franco, Garcia, Mayor Pro Tem Hammond, Mayor Blakely  
Excused Councilmember Adams  
Motion carried 4-0

**\*B MINUTES** The Minutes of the Regular Meetings of February 26 and March 12 2002 were approved by order of the Consent Calendar

### **C ORAL COMMUNICATIONS**

1 Tom O Connell, Monrovia spoke regarding Police Chief Santoro's recent retirement announcement, and in support of hiring from within the department

2 Steve Tobia, Bill Beebe, Monrovia Arts Festival Association (MAFA) representatives announced that the winner of the new Renaissance Award was visionary Donald R Hopper City Manager A special awards ceremony will be held

3 Kevin Stevens Monrovia High School student, reported that he recently entered a contest for video production and was in the top 40 of 2000 contenders He thanked the City of Monrovia and KGEM for allowing him the opportunity to learn and aspire and at no cost Mayor Blakely wished him the best in the being chosen as the top video producer Mayor Pro Tem congratulated him and noted that his documentary video was one of 40 finalists in the world

4 Adair Gilliam, Camarada Singers, Monrovia High School, stated that the Camarada Singers of Monrovia need support and help by citizens and Councilmembers attending their performances

5 Rosemary Harrahill, Monrovia, asked for an update on the purchase of the Planned Parenthood building, thanked Mayor Pro Tem Hammond for bringing the Blue Star Program to Monrovia, asked for continued support of the Armed Service men and women, and asked that the flags on the City cars continue to be flown

6 Scott Salinger, Vice President, MAFA read its Mission Statement and asked that the community and artisans become involved with the Association

In response to Mayor Blakely's request City Manager Donald R Hopper reported that negotiations are ongoing with the Board of Directors Interim Director of Planned Parenthood and its attorneys, and that he has every expectation of an amicable settlement Mayor Blakely stated that she was happy and grateful for Mayor Pro Tem Hammond's suggestion of the Blue Star Program and Councilmember Franco who suggested the Hometown Hero Spirit Package, which will be sent to our servicemen and servicewomen She stated that this recognition was

important and significant to show the City's support for our hometown heroes to help close the loop from here to where they were. Councilmember Franco stated that City Council wanted to let our servicemen know that they were thought of and how much the City cared about them.

## **D PUBLIC MEETINGS/HEARINGS**

### **1 Historic Landmark HL-38/Mills Act Contract MA-36 for Property Located at 243 North Encinitas Avenue by Owners Alan and Audrey Remedios, Resolution No 2002-14**

Alice Gnselle, Director of Community Development, reviewed the Staff Report

It is believed that the house at 243 North Encinitas Avenue was built in 1906, although there are no records to verify this date. This two-story American Foursquare represents one of the oldest and more prominent homes built on North Encinitas Avenue. Built at the beginning of the Craftsman era, it shows some Craftsman influences such as the asymmetrical wraparound porch and the design of the porch roof supports as well as typical Foursquare design elements. The house is clad with clapboard and wood shingle.

This house was built for F N Hawes, the cashier for the American National Bank of Monrovia. During this period of banking, the cashier was responsible for the issuance of the Bank's national banknotes.

The Historic Preservation Ordinance specifies that the property must meet one or more of the applicable designation criteria. The Historic Preservation Commission determined that the property met two of the criteria.

Concurrent with requesting historic landmark status, the applicants are requesting approval of a Mills Act Contract. The Mills Act Contract will provide tax savings for the homeowners. The City will lose a small portion of the property tax collected on the property to assure its preservation and enhancement. The house is well restored from public view, so the set standards and conditions will be applied to the house.

At its meeting of February 27, 2002, the Historic Preservation Commission unanimously approved recommendation of Historic Landmark designation and execution of a Mills Act Contract.

**PUBLIC HEARING OPENED AND CLOSED** Mayor Blakely opened and closed the Public Hearing as there was no one who wished to speak for or against the matter.

It was moved by Mayor Pro Tem Hammond, seconded by Councilmember Franco, to approve Resolution No 2002-14 designating the property at 243 North Encinitas Avenue as the F N Hawes House, Historic Landmark No 38, and approve entering into a Mills Act Contract with the conditions of approval.

**ROLL CALL** Ayes Councilmembers Franco, Garcia, Mayor Pro Tem Hammond, Mayor Blakely  
Excused Councilmember Adams  
Motion carried 4-0

### **2 Historic Landmark HL-39/Mills Act Contract MA-37 for Property Located at 205 North Encinitas Avenue by Owners Lesley and Ron Austin, Resolution No 2002-15**

Alice Griselle, Director of Community Development, reviewed the Staff Report.

This two-story Craftsman Bungalow was built in 1911. The house is 2,150 square feet with

three bedrooms, two bathrooms and two balconies. The exterior has wood shingle siding, brick trim on the stairs to the porch and decorative attic vents under the gables. There is extensive woodwork in the interior including crown moldings, wood paneled walls and one-and-a-half-inch tongue and groove ceilings. There is a separate carriage house and a 200-year-old oak tree in the back yard. The Commission felt that both the carriage house and the oak tree contribute to the historic character of the site and their preservation is a condition of the Mills Act Contract. Howard S. Woodrow built the house.

The Historic Preservation Ordinance specifies that the property must meet one or more of the applicable designation criteria. The Historic Preservation Commission determined that the property met one of the criteria.

The applicants also requested approval of a Mills Act Contract, which will provide tax savings for the homeowners. The City will lose a small portion of the property tax collected on the property to assure its preservation and enhancement. The house is well restored from public view so the set standards and conditions will be applied to the house. The carriage house and the oak tree in the rear yard are considered as contributing to the historic character of the site and their preservation is a condition of granting the Mills Act Contract.

The Historic Preservation Commission unanimously recommended approval of Historic Landmark designation and execution of a Mills Act Contract.

**PUBLIC HEARING OPENED AND CLOSED** Mayor Blakely opened and closed the Public Hearing as there was no one who wished to speak for or against the matter.

It was moved by Councilmember Franco, seconded by Councilmember Garcia, to approve Resolution No. 2002-15 designating the property at 205 North Encinitas Avenue, the H. S. Woodrow House, Historic Landmark No. 39 and approve entering into a Mills Act Contract with the conditions of approval.

**ROLL CALL** Ayes: Councilmembers Franco, Garcia, Mayor Pro Tem Hammond, Mayor Blakely  
Excused: Councilmember Adams  
Motion carried 4-0

**3 Historic Landmark HL-40/Mills Act Contract MA-38 for Property Located at 111 McKinley Place by Owners Susan and Alejandro de la Loza, Resolution No. 2002-16**

Alice Griselle, Director of Community Development reviewed the Staff Report.

A. J. Averall constructed the house at 111 McKinley Place in 1905. Built in the Craftsman style, the exterior of the house features horizontal wood siding and a number of details including dormer windows on the second floor. A front porch is the prominent front feature with its heavy exposed wooden rafters that extend far out beyond the roofline and are supported on tapered wooden piers that are supported by granite stone blocks. The house is adorned with a granite foundation and clinker brick chimney.

A. J. Averall had the house built, and Henry K. Shields later purchased the property. Mrs. Shields was the only sister of William Ziegler, inventor of Royal Baking Powder. Samuel O. and Jessie G. Beckman purchased the home in 1919. Mrs. Beckman was prominent socially in Monrovia and was president of the Monrovia Woman's Club.

As specified by the Historic Preservation Ordinance, the property must meet at least one of the applicable designation criteria. The Historic Preservation Commission determined that the house met two of the criteria.

The applicants also requested approval of a Mills Act Contract. The Mills Act Contract will provide tax savings for the homeowners. The City will lose a small portion of the property tax collected on the property to assure its preservation and enhancement. The house is well restored from public view so the set standards and conditions will be applied to the house.

The Historic Preservation Commission is forwarding a Nomination Statement to the City Council recommending approval of landmark designation and the Mills Act Contract.

**PUBLIC HEARING OPENED AND CLOSED** Mayor Blakely opened and closed the Public Hearing as there was no one who wished to speak for or against the matter.

It was moved by Councilmember Garcia, seconded by Mayor Pro Tem Hammond, to approve Resolution No 2002-16 designating the property at 111 McKinley Place Historic Landmark No 40 and approve entering into a Mills Act Contract with the conditions of approval.

**ROLL CALL** Ayes Councilmembers Franco, Garcia, Mayor Pro Tem Hammond, Mayor Blakely  
Excused Councilmember Adams  
Motion carried 4-0

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

**CONVENE** Chairman Lara Larramendi Blakely convened the Regular Meeting of March 26, 2002 of the Monrovia Redevelopment Agency Board of Directors at 8:33 P.M. in City Council Chambers without adjourning the City Council Meeting.

**ROLL CALL** Those in attendance were Boardmembers Victor M. Franco, Joe Garcia, Vice-Chairman Rob Hammond and Chairman Lara Larramendi Blakely. Boardmember Tom Adams was excused.

#### **A CONSENT CALENDAR \*B**

It was moved by Boardmember Garcia, seconded by Vice-Chairman Hammond, to approve the Consent Calendar.

**ROLL CALL** Boardmembers Franco, Garcia, Vice-Chairman Hammond, and Chairman Blakely  
Excused Boardmember Adams  
Motion carried 4-0

**\*B MINUTES** The Minutes of the Regular Meetings of February 26 and March 12, 2002 were approved by order of the Consent Calendar.

#### **MRA REPORTS**

**1 Proposed Sixth Amendment to the Redevelopment Plan for Project Area No. 1, the Central Redevelopment Project, Authorizing Submittal of Report and Sixth Amendment, Consenting to a Joint Hearing on the Proposed Sixth Amendment and Authorizing a Public Hearing on the Proposed Amendment to the Implementation Plan, Resolution No 3-2002**

Kevin O'Brien, Sr. Project Manager, reviewed the Staff Report.

The Agency and City Council were asked to take certain actions at this Meeting in preparation of placing the final Joint Public Hearing on a future Agenda While there were separate Agency and Council actions, the two items are closely related, and consequently, were addressed consecutively

Under any circumstances, the process to amend a Redevelopment Plan to incorporate new areas is a lengthy one For some time the Agency has been in the process of amending its project area to add several new areas Because of concerns by the County, a number of changes to proposed areas have been necessary To accommodate these changes, the process has been drawn out even longer than usual Staff is now preparing to conduct the final Joint Public Hearing at which time the Agency and City Council will be asked to approve the Sixth Amendment With required statutory notice it is anticipated that this hearing will occur in approximately 45 days

The Board was requested to adopt a Resolution that enacted several different actions The Resolution approves the Agency Report to the City Council authorizes Joint Public Hearings that will consider an update to the Agency Implementation Plan, and the final adoption of the Sixth Amendment The City Council was also asked to receive the proposed Sixth Amendment receive the Report to Council and consent to a Joint Public Hearing considering the final adoption of the Sixth Amendment

In response to Vice-Chairman Hammond Mr O'Brien stated that the property owners preliminary meeting was held eighteen months ago He stated that the questions that arose at that time had been answered with no negative response from businesses or citizens The next communication will go out in Spanish

It was moved by Vice-Chairman Hammond, seconded by Boardmember Franco, to approve Resolution No 3-2002

**ROLL CALL** Ayes Boardmembers Franco, Garcia, Vice-Chairman Hammond, and Chairman Blakely  
Excused Boardmember Adams  
Motion carried 4-0

It was moved by Mayor Pro Tem Hammond, seconded by Boardmember Garcia, to approve Resolution No 2002-19

**ROLL CALL** Ayes Councilmembers Franco, Garcia, Mayor Pro Tem Hammond, and Mayor Blakely  
Excused Councilmember Adams  
Motion carried 4-0

**ADJOURN** Chairman Blakely adjourned the Monrovia Redevelopment Agency Meeting at 8 41 P M and the City Council Meeting continued

**RECONVENE MONROVIA CITY COUNCIL MEETING**

**E BIDS**

1 City Clerk's Office Remodel, Award of Contract to Richard M Lane Company in the Amount of \$29,493 00

Dennis Shiflett Facilities Division Manager, reviewed the Staff Report

The remodeling of the City Clerk s office will provide efficient and ergonomic workspaces for the

the public and Staff in a professional environment The electrical and communication services will also be updated

The project work will include

- New telephone and data outlets as well as electrical outlets
- Construction of an enclosed office for the City Clerk
- New air conditioning duct
- New Tee Bar ceiling
- New service counter workstations and storage cabinets
- Recessed lighting in the ceiling
- New carpeting
- Painting

Staff solicited formal bids resulting in the following quotes

| Contractor               | Bid Amount  |
|--------------------------|-------------|
| 1 Richard M Lane Company | \$29 493 00 |
| 2 BB Construction        | \$34,000 00 |

Staff reviewed the bid submitted by Richard M Lane Company its bid documents insurance and contractor s license, and found them to all in order The City has utilized the services of Richard M Lane Company and was more than satisfied with their prior performance Funds will come from the City Clerk's Department Expenditure Control Budgeting funds Work will be completed within a four-week period

**It was moved by Councilmember Franco, seconded by Mayor Pro Tem Hammond, to award a contract to Richard M Lane Company (419 West Maple Avenue, Monrovia, CA 91016) in the amount of \$29,493 00 for the remodel of the City Clerks Office, and reject all other bids**

**ROLL CALL**

**Ayes Councilmembers Franco, Garcia, Mayor Pro Tem Hammond, Mayor Blakely  
Excused Councilmember Adams  
Motion carried 4-0**

**2 2001-02 Slurry Sealing Project, Award of Contract to Pavement Coating Co in the Amount of \$164,554 50**

Doug Benash, City Engineer, reviewed the Staff Report

To protect and extend the life of the pavement surfaces on the City's streets and alleys, the City annually contracts to have various asphalt concrete paved streets and alleys slurry sealed approximately every seven (7) years This year the program includes 1,500,000 square feet including the Community Center's parking lot, and East Norumbega water reservoir site Painting of traffic stripes pavement legends and lines are included and will be installed after the slurry seal work is completed

On February 26 2002 the City Clerk received and opened eight (8) bids Bids ranged from \$164 554 50 to \$222,203 70

The apparent low bidder was Pavement Coating Company of Cypress, California with a bid of \$164,554 50 Staff reviewed the bid submitted by Pavement Coating Company and found that all documents were in order The contractor s references were contacted and all responses were favorable



that Congressional Districts within the San Gabriel Valley are working together for the cities projects She reported on the hearing regarding Homeland Security held by Congressmen Dreier and Parr Census data is now available She reported that a Florida Rotary Club wanted to challenge the Monrovia Rotary Club for a "Wheelchairs for Peace" contest

(f) The unveiling of Samson the Bear statute was held in Canyon Park on Saturday March 23, 2002, which was covered by the Pasadena Star News who carried a good picture of Samson She reminded the community that the bear season was here and that residents should not feed them

**2 Mayor Pro Tem Hammond** reported that

(a) He thanked Pam Barkus and Cynthia Turner who unveiled the software on an active website at a recent meeting of the Monrovia Old House Preservation Group (MOHPG) that he was invited to and that it lists all our historic homes The program will be a tremendous asset to the City and residents in researching information for Mills Act applications He thanked the students again from Cal Poly who compiled the program and were recognized at the City Council Meeting last month He stated that the program saved approximately \$78,000.00 by them inputting all of the information for the database He reported that interested persons could visit the MOHPG website to see the program in construction

(b) The Monrovia Day Association has asked him to find people who were veterans, whether in a conflict or not to be in the parade this year to be honored as the community's Hometown Heroes He extended an invitation to anyone in the community who qualified He announced his telephone number for those who are interested to call

(c) He attended the groundbreaking for the Heritage Park, formerly the Blackstone Apartments, on Duarte Road, which consisted of 78 units of affordable senior housing He reported that qualifying seniors should take heed now and encouraged them to see the project while it is under construction as the units will surely be taken rapidly upon completion He stated that he looked forward to future housing opportunities for seniors

**3 Councilmember Adams** was excused

**4 Councilmember Franco** reported that

(a) As he did not get a chance to attend the reception for newly appointed Community Development Department Director Alice Griselle, he congratulated her for her promotion and stated that he knew she would continue to do the good work that she had always done

(b) He attended the Taste of Monrovia event sponsored by the Rotary Club on March 17 2002 and was thrilled with the attendance As the event was held on a Sunday afternoon, he believed that it showed a great commitment by those attending for Monrovia He thanked all of the restaurants that participated and put their best foot forward by providing excellent samples of their food He thanked organizer Mitch Cochran for a job well done

(c) He congratulated City Manager Don Hopper whom he believed the nomination of the Renaissance Award was absolutely appropriate, as Mr Hopper exemplified and reflected what the award was all about He stated that Mr Hopper had been critical in helping the City be what it was today and that there were even greater things ahead as a result of what he had done

**5 Councilmember Garcia** reported that

(a) He, Mayor Blakely, and Assistant City Manager Scott Ochoa had flown to Sacramento this morning to meet representatives of the Resources Committee and the Wildlife Conservation Board on behalf of gaining hillside funding He said he continued to come away encouraged that negotiations were moving forward in a positive light, and expected to have a couple of more meetings with them He stated that he remained cautiously optimistic in getting the results they had been trying to get for the last six months

(b) Support of AB2863 (Longville) Land Use Housing Element, Resolution No 2002-20 Last Thursday, as a member of the League's Housing and Economic Development and Policy Committee he and the committee went through a myriad of bills related to housing and economic development in terms of discussion as to the League's position One of the major



approve the Sixth Amendment With required statutory notice, it is anticipated that this hearing will occur in approximately 45 days

### **3 Renewal of Agreement Between the City of Monrovia and Community Media of the Foothills, Effective March 26, 2002 to June 30, 2003**

April Soash Director of Community Services reviewed the Staff Report

The contract between the City of Monrovia and Community Media of the Foothills (CMF) is to provide Public, Educational and Government (PEG) Access for the City of Monrovia CMF is able to do this with the funding that has been allocated by the City Council and designated for public access in the City's cable franchise agreement with Adelphia The franchise agreement allots for one percent of the annual gross receipts and the City provides one percent of its five percent share of the annual gross receipts which amounts to approximately \$68,000 00 annually, as well as an annual amount of \$30 480 00 which was part of the transfer of the franchise agreement from TCI to Century Communications and is currently part of the franchise with Adelphia

The current contract with CMF commenced on July 1 2000 which expired on June 30, 2001 Under the advice of the City Attorney, the existing contract has been followed on a month-to-month basis until a new contract could be negotiated Since May 2001, Staff has been trying to finalize a contract that would address some of the difficulties CMF has encountered over the past 1½ years

As Staff worked with the CMF board and CMF staff to negotiate this year's agreement, several items were included to address input received from the City Council and community members regarding the CMF agreement Before a contract could be finalized, Staff requested that the CMF board address the issues outlined by Staff The following outlines the request and the action taken by the board

1 Adopt an amendment to the CMF bylaws, Section 2 of Article IV, to limit the number of directors who are not residents of the City of Monrovia

On January 3, 2002 the CMF Board of Directors approved an amendment to their bylaws that limits the number of directors who are not residents of Monrovia The amendment designates that of the 9 board members in place now, 8 must be Monrovia residents

2 Address the issue of making the CMF membership list available to individuals interested in being put on the ballot to run for a board seat This issue came up because the CMF bylaws require a petition signed by 10 members of CMF in order to be placed on the ballot

The CMF Board approved a written policy on February 7, 2002 The membership list is now available as allowed by the California Corporate Code

3 The hours of operation for Monrovia residents are not to be altered because of service being provided to another community Specifically residents have noticed on the evenings CMF staff is in Sierra Madre taping the studio was closed The City asks for assurance that the contracts CMF has with other cities does not impact the level of service provided to Monrovia residents

At the February 7 2002 CMF Board of Directors meeting, the hours of operation was added to the Policies and Procedures

4 The CMF Board of Directors shall conduct several training sessions for the board and staff to educate board members and staff on the bylaws, fiduciary responsibilities, Policies and Guidelines, the contract agreements with the City of Monrovia and Sierra Madre, meeting

management and accurate recordkeeping i e , posting of meeting agendas, meeting minutes complaints and responses

January 3, 2002 A Study Session was held with the board regarding meeting management  
January 26 and 28 2002 Study Sessions were held with the board to review the bylaws policies and procedures and City contracts

February 7, 2002 An amendment was made to the bylaws to ensure any newly elected or appointed board member must attend a special orientation to review the aforementioned If the board member does not attend prior to the next regularly scheduled Board Meeting, it will be deemed a resignation

5 The final item was to have legal counsel to represent Community Media of the Foothills Board and staff in reviewing amendments to the bylaws, policies and procedures and review challenges brought before the board

As of February 26 2002 the Community Media of the Foothills Executive Director indicated they would be finalizing an agreement with Patten Faith and Sanford for legal counsel

To address the input from the City Council and community members the following amendments were included in the agreement to expire June 30,2003

## **Section 1 Scope of Services**

### **B Operate a Community Access Center**

Manage a video production facility and equipment that shall be available for public use at such hours and times as are determined by CMF In any event, the Community Access Center shall be open not less than 40 hours per week unless there is a holiday Any change in the hours of operation shall be posted twenty-four (24) hours in advance of such change and when possible prior notification will be listed in the monthly program guide

### **D Develop Operating Policies and Procedures**

Develop reasonable policies, procedures and guidelines for the use and operation of access equipment, facilities, and channel(s) and make such policies procedures and guidelines available to the public upon request CMF shall submit all changes amendments or alterations of policies procedures and guidelines to City for review and comment

### **E Compliance With Laws, Rules and Regulations**

Administer the public educational and government access channel(s) and facilities in compliance with applicable laws, rules, regulations, and in compliance with the Monrovia Cable Franchise Ordinance and the franchise agreement between the City, Adelphia and CMF's adopted bylaws

### **O Programming Guide**

CMF shall make available to the public the monthly Programming Guide for public, educational and government access The Programming Guide shall be made available no later than a week prior to the upcoming month Copies of the Programming Guide shall be made available at all City facilities the Monrovia Chamber of Commerce and the Monrovia Unified School District office

### **P Complaint Management**

CMF shall develop and implement a method of documenting and responding to complaints regarding CMF operations, programming and any other issues relating to public, educational and government access

### Section 11 Membership & Board Development

CMF shall have an action plan and policy for the training of all board members on the by-laws policies and procedures, and meeting management that will insure any time a board vacancy occurs and/or a new member joins the board adequate training must be provided Board members shall follow the by-laws and policies and procedures adopted by CMF

Staff recommended extending the contract to provide Public, Educational and Government Access with CMF from March 26, 2002 to June 30, 2003 with the aforementioned amendments Section 1 Scope of Services A, B, C, D, E, O, P, Section 11 Membership and Board Development and Section 13 Annual Report D

City Clerk Proctor read a letter from Cyrus Kemp and a letter from Dorothy Kelty in opposition of the contract Gina Ayala, Monrovia, spoke in favor of the contract Tom O Connell, spoke in favor of KGEM, its station manager and its staff Karen Suarez Chair Community Media of the Foothills, spoke in favor of the contract

City Manager Hopper noted that it was important to know that April Soash had done a yeomen s job in working with the KGEM Board, and that the contract reflected nearly all of the concerns expressed He stated that a new, progressive way of laying out and organizing future KGEM programs will be seen giving citizens and community members a better choice on how they will see programs in the future He stated that there would be items to be refined in future and that this was annual contract and can be brought back to make more changes in the future if necessary Councilmember Garcia stated that as mentioned by Ms Soash all of the issues brought forward had been addressed and there was now a basic change to the agreement for scope of services KGEM would now be held to a higher standard The issues raised in the letters of opposition were issues which needed to be addressed by the CMF Board as complaints, and that concerns will always be ongoing He stated that he was very comfortable with the strides made in this contract

**It was moved by Councilmember Garcia, seconded by Councilmember Franco, to approve renewal of agreement between City of Monrovia and Community Media of the Foothills to provide Public, Educational and Government Access, commencing on March 26, 2002 and ending June 30, 2003**

In response to Mayor Pro Tem Hammond's inquiry regarding the noticing of the Study Session and complaints that residents were not advised of it, Ms Soash responded that the Study Session was posted 72 hours prior and that both Mr Kemp and Ms Kelty had received an agenda City Clerk Proctor stated that both Mr Kemp and Ms Kelty were on a list of e-mail recipients who received all Agendas, however Ms Kelty s Agendas were returned to the City Clerk s office e-mail mailbox due to her full e-mail mailbox In addition, Ms Kelty is also on a list to receive a full Agenda packet which was left for her to pick up at the Police Department as was prearranged sometime ago with her At Mayor Pro Tem Hammond's request, City Attorney Craig A Steele stated that as far as the Attorney General's ruling on March 14, 2002, which was brought to the attention of the City Council by Mr Kemp the contractor (KGEM) will be made aware of the Brown Act requirements pursuant to their contract with the City and will be provided support for that effort He suggested that they also meet with their legal counsel for advice Mayor Pro Tem Hammond stated that the City Council does not regulate KGEM as it is a vendor and as with any vendor if the City does not like how it does business then it can cease doing business with that vendor



The City Council approved the addition of this position during the mid-year budget review. This Resolution is required to formally establish the classification and salary range.

Staff found that just about the time an individual was fully trained and able to perform the full range of duties required, he/she have reached the 1,000-hour limit for employment. Staff then must do without the position until the beginning of the next fiscal year and hope the same individual was still available and willing to return to the position. Otherwise, Staff must again recruit, hire and train another individual. Over time, Staff has determined that this position performs activities that are needed on an ongoing basis.

This recommended change was evaluated by a classification consultant who concurred that this recommended addition would result in more efficient use of personnel within the division. The recommended salary range will be the same as that established for the classification of Building Counter Technician.

The Public Works Department will absorb all costs associated with the establishment of this classification. Therefore, no additional funding is required. Staff recommended that the City Council adopt Resolution No. 2002-17.

**K PAYROLL & VOUCHERS** Payroll No. 6 in the net amount of \$385,161.13, and Voucher Numbers 101428 through 101712 non-sequentially in the amount of \$788,017.95 were approved by order of the Consent Calendar.

**L SCHEDULED MEETINGS**

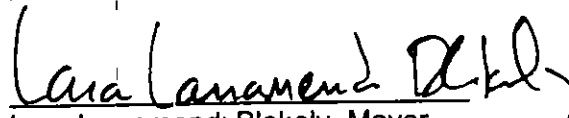
The next Regular Meeting of the Monrovia City Council is scheduled for Tuesday, April 9, 2002, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**M ORAL COMMUNICATIONS, IF NEEDED** None

**N CLOSED SESSION** None

**O ADJOURN** Mayor Blakely adjourned the Meeting in memory of George J. Evans and Beach H. Kokanour at 9:51 P.M.

APPROVED

  
Lara Larramendi Blakely, Mayor

ATTEST

  
Linda B. Proctor, CMC City Clerk