

**MINUTES OF THE REGULAR MEETING  
OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY APRIL 9 7 30 P M**

**CONVENE** Mayor Lara Larramendi Blakely convened the Regular Meeting of the Monrovia City Council of Tuesday April 9 2002 at 7 31P M in City Council Chambers 415 South Ivy Avenue Monrovia California

**INVOCATION** Dr John Mastrogiovanni Pastor Jesus is Lord Christian Center led the Invocation

**PLEDGE OF ALLEGIANCE** Cub Scout Pack 136 Den 6 Mayflower Elementary School presented the Colors and led the Pledge of Allegiance

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

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

**PRESENTATIONS**

**1 Recognition of Sponsors for the Department of Community Services 2002 Spring Event Bees Butterflies and Springtime Bunnies**

Kern Zessau Recreation Coordinator assisted Mayor Blakely in recognizing the sponsors for the Department of Community Services 2002 Spring Event "Bees Butterflies and Springtime Bunnies" Adelphia Joy Printing (not in attendance) Neighborhood Pawn Inc Sierra Auto Cars and Monrovia Bank of America Santa Anita YMCA and Unity Center assisted in supervising the event which brought approximately 1500 children to the park

**2 Introduction of Newly Hired Planning Division Manager Steve Sizemore**

Alice Griselle Director of Community Development introduced and presented a brief background of newly hired Planning Division Manager Steve Sizemore to the Mayor City Council and the community Mayor Blakely welcomed Mr Sizemore to the Monrovia family

**3 Recognition of Boy Scout Ryan Wah and Boy Scout Troop 147 for Services Donated to the Monrovia Public Library**

Nancy Hoven Sr Librarian introduced Ryan Wah and Boy Scout Troop 147 to the Mayor City Council and the community and assisted Mayor Blakely in presenting Certificates to each Boy Scout She reported that Boy Scout Ryan Wah led Monrovia Boy Scout Troop 147 in a project to re-landscape the planters at the Monrovia Public Library's entrance as an Eagle Scout Service Project Twenty volunteers including troop members and their family members and City Parks employee Richard Paez worked several hours to clean up the planter areas and plant colorful azaleas begonias and ferns

The following time was taken out of order

**MRA-1 Housing 101 Student Home Building Program Selection of Buyer for the Completed Single Family Home Project Located at 234 East Cypress Avenue**

Jeff Kugel Project Manager reviewed the Staff Report

In 1998 the Monrovia Redevelopment Agency and the Monrovia Unified School District began a partnership to develop affordable housing and teach construction skills to high school and adult students. The Program (Housing 101) operates to construct a single-family home with the Redevelopment Agency acting as the developer and the School District providing student labor. The Housing 101 program recently completed construction of its second project and a third is currently under construction.

The recently completed home at 234 E Cypress was offered for sale and the response was tremendous with twenty families determined qualified to purchase the home.

The City Council then conducted a random drawing by inviting Board of Education Trustee Betty Sandford to select four sealed envelopes from a hopper which the process of had been determined to be the fairest means for the selection of a winner from this pool of equally qualified buyers. From those four finalists the City Clerk randomly selected one envelope at a time out of the second hopper. Mr Kugel announced that the first name selected would have first option to purchase the home and the runner-ups were drawn in the event that the first family selected was unable to complete the purchase.

The winner of the random drawing was Tommy and Quing Chau second was Chris and Sigrid Caldera third Teik and Yu Teoh and fourth was Maria Lambert.

No action was required by the City Council.

## **PROCLAMATIONS**

### **1 Proclaiming April 22 2002 as Earth Day**

Mayor Blakely proclaimed April 22 2002 as Earth Day 2002. To commemorate Earth Day 2002 the City of Monrovia has organized several events to get Monrovians involved in their community. This year youth groups seniors and residents of Monrovia will come together to participate in events focusing on community service and earth stewardship. As part of the "Keep America Beautiful Great American Cleanup" the City of Monrovia will be conducting a Recycle Your Clothes Drive throughout April staffing an Earth Day Booth at Family Festival on April 19 leading the Monrovia Pre-Earth Day Cleanup and Earth Day Nature Walk with Earth Mural Pledge on April 20 2002 and restoring the Monrovia Community Garden on April 22 2002. Volunteers will be recognized at an Earth Day Volunteer Reception following the Monrovia Community Garden Cleanup.

Tammy Evans Management Analyst I and Kern Zessau Recreation Supervisor received the proclamation from the Mayor and City Council.

**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-5 \*I-6 \*I-7 \*I-8 \*I-9 \*K

**ROLL CALL**

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

\*with the exception of \*B

**\*B MINUTES** The Minutes of the Regular Meeting of March 26 2002 were approved by order of the Consent Calendar

**C ORAL COMMUNICATIONS**

- 1 Mary Ann Lutz President Monrovia Rotary Club presented a check in the amount of \$300 00 as a "second installment on the Salute to Service Program
- 2 Steve Pokrajac Monrovia expressed concern that all property owners in the hillside area be treated fairly
- 3 Clare Chesley Monrovia thanked Mayor Pro Tem and the City Council for the Salute to Service Program and read letter by President Lincoln
- 4 Chuck Keen Monrovia reported that April 9 2002 had been proclaimed by President Bush as Former Prisoner of War Day thanked Mayor Pro Tem Hammond and the City Council for the Salute to Service program and asked for update on Shell property on Huntington and Myrtle
- 5 Rosemary Harrahill Monrovia requested that the God Bless America banner which had been replaced by the Family Festival banner be put back up on Myrtle at Huntington Drive

At Mayor Blakely's request Assistant City Manager Scott Ochoa stated that MRA believed it was making progress with the purchase of the property on Myrtle Avenue that the poles installed by the City for banners at the three locations on Myrtle Avenue were placed there with the intent that the merchants had use for its events and community groups had use of the others for their events He stated that the patriotic banner would be up in between events until the City Council told Staff otherwise

Mayor Pro Tem Hammond asked that anyone who had a loved one serving in the service to contact Community Services so that he/she could be recognized

**D PUBLIC MEETINGS/HEARINGS**

- 1 **Tentative Tract Map No 53733/Conditional Use Permit CUP2002-06 to Construct a 20-Unit Residential Condominium Development in the RH (Residential High Density) Zone at 1209 South Magnolia Avenue by Bowden Development Inc Developer**

At 8 22 P M Councilmember Adams left Council Chambers stating that he had a conflict of interest and would not be discussing or voting upon this matter

Alice Griselle Director of Community Development reviewed the Staff Report

The property is located on the southwest corner of Magnolia and Cypress Avenues and is zoned RH (Residential High Density) The site is 131 wide (Magnolia Ave ) and 302 deep (Cypress Ave ) with a total area of 39 594 square feet

The proposed development is for two 10-unit 2 story buildings with semi-subterranean parking garages The condominium project is oriented in an east/west direction with a central driveway Guest parking spaces and a common open space area are located in the rear yard (easterly end) of the site

The project meets the development standards for the RH zone in the Zoning Ordinance (setbacks unit size parking recreation space etc) Driveway access is provided from both streets The driveway on Magnolia Avenue ramps down providing access to the semi-subterranean garages The driveway area is designed to be pedestrian friendly with a specimen tree at the end of the driveway as a focal point textured concrete intermittent landscaping and craftsman light fixtures

The buildings will be a modern Craftsman design with a combination of wood shake siding and smooth plaster finish Other architectural features include expansive eaves with exposed rafter tails low stone decorative walls and river rock bases on the porches of all end units The building façades and rooflines are modulated to help define each individual unit and to better achieve the desirable Craftsman design The units are oriented toward the side and front property lines

On February 13 2002 the Planning Commission held a Public Hearing to review the proposed project The Commission voted to recommend approval to the City Council

**PUBLIC HEARING OPENED** Mayor Blakely opened Public Hearing

Those in favor

- 1 Richard Tipping representing the applicant accompanied by a representative from Onyx Architects
- 2 Paul Hanspetter owner of 18 units behind the proposed project

Those opposed

- 1 Marilyn Skelton 1218 South Magnolia Avenue provided a letter to the City Council and read her concerns regarding current and future crime traffic and the loss of trees if the project were approved

Applicant's response

Richard Tipping stated that the garages had storage areas that a traffic study had been done that crime had gone way down in other transformed blocks and that the project would bring young couples with pride of ownership of the owner-occupied units He stated that he would be willing to leave the trees as he had done at a Chestnut project using mature landscaping and that he was not opposed to a stop sign

Mayor Pro Tem Hammond stated that the concerns regarding crime would be turned over to the Police Department and the area could be made a CAP area completely separate from the development He explained how the development of the property on Walnut Avenue at Fifth Avenue a high crime area had concerned residents that traffic would be a problem To date the concerns have not come to fruition He stated that the Traffic Safety Committee needed to look at the traffic pattern

Councilmember Garcia stated that the cost of this housing identified it as owner-occupied housing at a very desirable rate of cost which would bring a very good quality of life to the area In regard to traffic Magnolia Avenue was already busy but perhaps that could be mitigated with increased signage in that area to slow down traffic He stated that the project was already zoned for high density and that the applicant had reduced the number of units that could have been built He stated that it was one of the finest projects he had seen

Discussion ensued regarding the height of the building at grade and at street level

Rosemary Harrahill Monrovia requested information on how the crime rate statistics were obtained for both the developer's comments regarding the decrease in crime rate at Fifth and Walnut project and Ms Skelton's remarks regarding the existing crime rate on Magnolia Avenue Mayor Pro Tem Hammond opined that the drug problem was eliminated when

Fifth/Walnut Avenues project was built as he lived there that there were absentee owners and no owner-occupied and that there was abatement of one or two properties with those properties being purchased and developed In answer to Ms Harrahill's questions to the developer regarding crime City Attorney Steele advised Mayor Blakely that the Police Department needed to provide that information to her as this was a Public Hearing for input to the City Council Mayor Blakely advised that the Police Department would provide Ms Harrahill with statistics if there were any

**PUBLIC HEARING CLOSED** Mayor Blakely closed the Public Hearing as there was no one else who wished to speak for or against the matter

It was moved by Mayor Pro Tem Hammond seconded by Councilmember Garcia to approve Tentative Tract Map No 53733/Conditional Use Permit CUP No 2002-06 subject to the recommendations in the Staff Report and to refer it back to the Traffic Safety Committee regarding the proposed Stop sign and parking signage

**ROLL CALL**

**Ayes** Councilmembers Garcia Mayor Pro Tem Hammond  
Mayor Blakely  
**Abstained** Councilmember Adams  
**Excused** Councilmember Franco  
**Motion carried 3-0**

Councilmember Adams returned to City Council Chambers at 9 12 P M

**2 Amendment of Title 17 (Zoning) of the Monrovia Municipal Code Regarding Adding Regulations Pertaining to Wrought Iron Fencing on Residential Properties Introduction and First Reading Ordinance No 2002-04**

Alice Griselle Director of Community Development reviewed the Staff Report

On February 12 2002 the City Council voted 3/2 to direct Staff to modify the proposed ordinance prohibiting spikes on wrought iron fencing in residential zones citywide in lieu of restricting it to the Hazardous Fire Zone The Public Hearing was continued until February 26 2002 and re-advertised to reflect the modified ordinance The revised ordinance was considered at the February 26 2002 City Council Meeting and following discussion by the City Council the ordinance was continued and Staff was directed to conduct further research The Public Hearing was continued until April 9 2002 and re-advertised because of the length of time between Hearings

In order to ascertain information to help the City Council decide if spiked wrought iron should be prohibited in specified areas or "citywide" information was gathered from the hospitals animal clinics/hospitals and insurance companies Also the Planning Advisory Services (PAS) was consulted The Staff Report detailed all the information found on the issue of injuries which did not seem to be an issue It appeared that there was few reported incidents of injuries from spiked fencing However proposed restrictions on spiked fencing could provide a layer of assurance that injuries will not occur in the future

Based on the issues studied Staff presented four options for the City Council to consider as follows

Option I – No Change The current regulations will remain unchanged

Option II – Approve Planning Commission's Recommended Changes to eliminate spikes on all wrought iron fencing on properties in the Hazardous Fire Zone limit spacing of vertical bars to

6" maximum and permit 8 high back yard wrought iron fencing that interfaces with unimproved wilderness areas

Option III – Approve Prohibition of Spiked Wrought Iron Fencing Above Foothill Boulevard Same as Option II except using Foothill Boulevard as the delineation instead of the Hazardous Fire Zone

Option IV – Approve Prohibition of Spiked Wrought Iron Fencing Citywide

Councilmember Garcia stated that his concerns regarding safety had been addressed and that he had a problem with having it in one area but wondered if a CUP could be vehicle to address that In response to Mayor Pro Tem Hammond s inquiries Ms Griselle stated that Staff did review the slope question with a couple of engineers and found that to develop a slope criteria was almost impossible even though it seemed that it could be done it really could not Mayor Pro Tem Hammond stated that perhaps a minor CUP could be added Councilmember Adams stated that he did not want to divide the community that neighbors may want something others had that a CUP with a cost was not fair and that it should be done universally or shouldn t be done at all He further stated that Staff had done a great job and noted that Sierra Madre allowed wooden pickets Mayor Pro Tem Hammond stated that the Staff Report showed that there were no problems that there were no safety problems and that a rusty fence was the cause of one incident He further stated that just because it was no problem today didn t mean that there would not be a problem in the future He stated that there were different reasons for different fences in different areas that an 8 fencing with no spikes abutting open space areas would work and then wait to see if a problem arose

**PUBLIC HEARING OPENED** Mayor Blakely opened the Public Hearing

Those in favor Option No 3

1 Gloria Crudginton 222 N Myrtle Avenue spoke in favor of pro-activity rather than waiting for carnage She stated that if the City was to have wilderness then there was a large responsibility to protect the wildlife To do so would allow Monrovia to be the first in southern California to take such action

2 Karen Suarez Monrovia in favor of approving the line along Foothill Boulevard and then to come back at a later for a discussion on citywide regulations

3 Barbara Panick 328 N Melrose Avenue stated she was in favor of beginning the line above Foothill Boulevard

Those opposed

None

**PUBLIC HEARING CLOSED** Mayor Blakely closed the Public Hearing as there was no one else who wished to speak for or against the matter

It was moved by Councilmember Garcia seconded by Mayor Pro Tem Hammond to introduce and read by title only Ordinance No 2002-04 Option III relating to restricting spikes on wrought iron fencing on residential properties including properties on Foothill Boulevard south to Lemon Avenue as pictured by Staff and to include a 6 spacing between pickets citywide As there were no objections City Attorney Steele read as follows

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA CALIFORNIA AMENDING TITLE 17 (ZONING) OF THE MONROVIA MUNICIPAL CODE PERTAINING TO REGULATIONS FOR WROUGHT IRON FENCING ON RESIDENTIAL PROPERTY**

**ROLL CALL**

**Ayes** Councilmembers Garcia Mayor Pro Tem Hammond  
Mayor Blakely  
**Noes** Councilmember Adams  
**Excused** Councilmember Franco  
**Motion carried 3-1**

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

**CONVENE** Chairman Lara Larramendi Blakely convened the Regular Meeting of April 9 2002 of the Monrovia Redevelopment Agency Board of Directors at 9 58 P M in City Council Chambers without adjourning the City Council Meeting

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

**A CONSENT CALENDAR \*B**

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

**ROLL CALL**

**Boardmembers** Garcia Vice-Chairman Hammond and  
Chairman Blakely  
**Abstain** Boardmember Adams  
**Excused** Boardmember Franco  
**Motion carried 3-0**

**\*B MINUTES** The Minutes of the Regular Meeting of April 9 2002 were approved by order of the Consent Calendar

**MRA REPORTS**

This matter was heard following Proclamations above

**1 Housing 101 Student Home Building Program Selection of Buyer for the Completed Single Family Home Project Located at 234 East Cypress Avenue**

**ADJOURN** Chairman Blakely adjourned the Monrovia Redevelopment Agency Meeting at 9 59 P M and the City Council Meeting continued

Mayor Blakely called a Recess from 9 59 P M to 10 13 P M

**RECONVENE MONROVIA CITY COUNCIL MEETING**

**E BIDS**

**1 2001-02 Water Main Replacement Program Award of Contract to Engineered Plumbing in the Amount of \$186,500 00**

David Fike Public Works Director reviewed the Staff Report

Mr Fike reported that the 2001-2002 Water Main Replacement Program included the construction of approximately 1 900 feet of 8 inch and 200 feet of 6 inch diameter Class 52 ductile iron pipe replacing 2 and 4 old welded steel pipe in the alley north of Foothill

Boulevard from Grand Avenue to Shamrock Avenue and the alley east of California Avenue from Lime Avenue to Wildrose Avenue

This year's program also included the installation of two 20" butterfly valves on the existing 20" transmission main on Peck Road. The two new 20" butterfly valves provided the means to isolate the transmission main when required.

On March 21, 2002 seven (7) bids were received and opened by the City Clerk. Bids ranged from \$186,500.00 to \$399,725.00. The apparent low bidder was Engineered Plumbing Inc (5055 Bleecker Street Baldwin Park CA 91706) in the amount of \$186,500.00. Staff reviewed the apparent low bidder proposal and found that all documents appeared to be in order.

Funds for the project were available and budgeted for in the Water Fund.

**It was moved by Mayor Pro Tem Hammond seconded by Councilmember Adams to award a contract to Engineered Plumbing Inc (5055 Bleecker Street Baldwin Park CA 91706) in the amount of \$186,500.00 for the 2001-2002 Water Main Replacement Program and reject all other bids.**

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

**2 Historic Resources Survey Project Award of Contract to PCR Services Corporation in the Amount of \$36,430.00**

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

Staff sent out a Request for Proposal (RFP) for a professional evaluation of Monrovia historic homes. Using the database created by the Monrovia Old House Preservation Group, Staff requested in the RFP that the consultant create a computer database containing all the structures that are individually significant as well as districts, complete the State Historic Resources Inventory Forms for each, create a potential historic landmark list, and prepare a draft document entitled "Historic and Architectural Background" that would be incorporated into the City's future historic preservation element. Three proposals were received.

A selection committee interviewed all three consultants. Based on the amount of the bid, experience in completing surveys, expertise in database creation, and time to complete the work, PCR was recommended to the Historic Preservation Commission by the committee. The Commission, after reviewing the report by the committee, concurred that PCR should be recommended to the City Council.

Funding for this project will come from the historic preservation revenue account. This fund was established to pay for consulting services such as the historic homes survey.

The Historic Preservation Commission recommended that the City Council award the contract to PCR Services Corporation in the amount of \$36,430.00.

**It was moved by Councilmember Garcia seconded by Mayor Pro Tem Hammond to award the contract to PCR Services Corporation in the total amount of \$36,430.00 and reject all other proposals.**

Councilmember Adams commended Steve Baker for bidding on the project and for his continued support of Monrovia.

**ROLL CALL**

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

**3 Purchase of Emergency-One Fire Pumper and Paramedic Rescue Truck in the Amount of \$388,800 00 Resolution No 2002-30**

Fire Chief Sam DiGiovanna reviewed the Staff Report He commended Brad Sandona for putting together the package for the purchase of the items

He reported that the Fire Department was replacing a 1993 Emergency-One Fire Engine which will be placed in reserve with a new 2002 Emergency-One Fire Engine to complement its existing fleet This necessitated a fifteen-year plan-- ten years front line and five years reserve

The department's paramedic unit housed at Fire Station One was now five years old There was a five-year replacement plan for paramedic squads The existing squad will be placed in reserve and the reserve squad will be sold with the proceeds of the sale going back into the replacement fund

Because of the specialized needs of the equipment Emergency-One was the only viable bidder

**It was moved by Mayor Pro Tem Hammond seconded by Councilmember Garcia to award a bid to Emergency-One of Ocala Florida in the amount of \$388 800 00 and adopt Resolution No 2002-30**

**ROLL CALL**

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

**F COMMUNICATIONS AND PETITIONS None**

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

**1 Mayor Blakely reported that**

**(a) San Gabriel Valley Vector Control District**

Mayor Blakely introduced Karen Suarez Monrovia representative and Steve West of the San Gabriel Mosquito and Vector Control District Ms Suarez reported that she filmed a ride along with District employees and that the film will be shown three times weekly on KGEM Mr West reported that the District is 230 miles square and that there are 23 cities in the District and that a representative of each city meets monthly at 7 00 A M Mayor Blakely reviewed the original forming of the district when it was called the Mosquito Abatement District and its development to the current district

b) She participated in a program sponsored by the National Endowment for the Arts at the University of Texas called the Mayor's Institute for City Design where mayors from eight cities made presentations about a challenging city project and received input from the other mayors as well as about six architects some landscape architects and planners She presented the future transit village project and the City will receive an audiotape of the input that was received She stated that there is additional funding available and that an architect with the local Woodbury University will be available for consultation She is encouraged that ridership of a new lite rail system in Littleton Colorado from the start exceeded their five-year projections

**2 Mayor Pro Tem Hammond reported that**

**(a) Update from Altrio Open Video System (OVS) on Installation of Telecommunications**

Mayor Pro Tem Hammond reported that he had had a number of complaints from residents and had asked Brenda Trainor Altrio to the City Council Meeting to address those complaints She described the communications used to contact residents about the installation of lines and power supply Mayor Pro Tem Hammond requested that the information be made available in Spanish also He also requested that prior to doing any work on the public right of way for the installation of the power supply that Altrio representatives talk to the resident explain the scope of work have the resident sign off the work and lastly turn the signed statement in to Community Services Ms Trainor will report back to the City Council in a couple of weeks

(b) Regarding the recent Earthquake drill he thanked Clifton Middle School Drama teacher Medina for providing students with the fake blood

(c) He reported on the Political Legislation Day at Monrovia High School on March 29 2002

**3 Councilmember Adams reported that**

(a) At Councilmember Adams request Fire Chief DiGiovanna reported that on April 3 2002 the City held an Earthquake Drill Staff handled over 150 disaster calls and 40 students were transported to Monrovia Community Hospital Fire Chief DiGiovanna reported that Monrovia Community Hospital is looking at becoming a 24-hour urgent care center a much-needed facility to ease the burden put on emergency transport since the closure of St Luke s Hospital in Pasadena

**4 Councilmember Franco was excused**

**5 Councilmember Garcia reported that**

(a) He attended the California League of Cities Division Meeting where State Board of Equalization Boardmember John Chang gave a summarized snapshot of sales tax process and stated proactive steps he has taken to help cities with their sales tax concerns

(b) Represented Mayor Blakely City Selection Committee Representative in making recommendation to appoint Councilmember Carol Guerra from the City of Diamond Bar to the Local Agency Formation Commission

(c) Community Services was hosting a benefit night on Wednesday April 17 2002 from 5 00 P M to 9 00 P M at Appleby s Monrovia where 15% of your bill will be donated to the Skate Park He reported that \$63 000 had been raised to date in contributions

**H REPORTS OF COMMISSIONS BOARDS AND COMMITTEES None**

**I ADMINISTRATIVE REPORTS**

**1 Update/Review of Investment Brokers/Dealers Qualifications for Purchases of Securities**

Mark Alvarado Director of Administrative Services reviewed the Staff Report

The Finance Department uses financial advisors ( investment broker/dealers ) to assist the City in investing its surplus cash in a prudent and safe manner Each broker/dealer is required to meet all of the requirements of the City s investment policy

The City is currently using two brokers to assist with its investing needs Staff has interviewed a possible third broker Morgan Keegan Securities They also specialize in investments for municipalities and have shown they can offer very attractive investments at competitive interest rates It is a national firm with offices throughout the United States and the City will work with the firm through its Orange County offices

Periodically the broker/dealers are required to complete a broker/dealer questionnaire and certification The questionnaire is assurance for the City of Monrovia that the broker/dealers





**purchase/installation of the new air conditioning system at City Hall in the total amount of \$301 395 00 00 and adopt Resolution No 2002-29**

**ROLL CALL**

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

**\*5 Initiation of Proceedings for the 2002-2003 Fiscal Year Park Maintenance Assessment District Resolution No 2002-22**

This matter was approved by order of the Consent Calendar

Under the Landscaping and Lighting Act of 1972 and assessment conditions of Proposition No 218 a budgetary review of the Assessment District is required Therefore it was time to initiate the Park Maintenance District annual review for Fiscal Year 2002-2003 The Park Maintenance District provides funding for the maintenance of Canyon Library Recreation Rotary Olive Avenue Julian Fisher and Grand Avenue Parks

The annual proceedings would be initiated by adoption of Resolution No 2002-22

Staff recommended that the City Council adopt Resolution No 2002-22 initiating proceedings for the annual levy of assessments and ordering the preparation of an Engineer s Report

**\*6 Initiation of Proceedings for the 2002-2003 Fiscal Year Citywide Lighting and Landscape Maintenance Assessment District Resolution No 2002-23**

This matter was approved by order of the Consent Calendar

The Citywide Lighting and Landscape Maintenance Assessment District has been in existence since the early 1980 s It provides funding for the maintenance of public street lighting and traffic signals maintenance of street trees maintenance of landscaping of street median and parkway areas including East Duarte Road Myrtle Avenue Huntington Drive Cypress Avenue and Maple Avenue and maintenance of landscaping of parkway areas for the Gold Hills Development area

The annual proceedings would be initiated by adoption of Resolution No 2002-23

Staff recommended that the City Council adopt Resolution No 2002-23 initiating proceedings and ordering preparation of the Engineer s Report

**\*7 Enclosure of Open Channel Between Colorado Boulevard and Olive Avenue East of Monterey Avenues Approval of Plans and Specifications with the County of Los Angeles Department of Public Works Project No 554**

This matter was approved by order of the Consent Calendar

The County of Los Angeles proposed to cover the existing open channel storm drain to minimize maintenance requirements The project removes the open channel and constructs an enclosed reinforced concrete box The area being covered is being offered to the adjoining property owners as an easement for storm drain purposes

The County is administering the contract for the Los Angeles County Flood Control District under the provisions of the Flood Control Act The act requires the City s approval prior to the award of the construction contract

Staff reviewed the project and found it to be consistent with the City's plan of enclosing open channels to minimize maintenance costs. There is no fiscal impact to the City. The engineering contract administration and construction contract costs for this project will be financed by the County at no expense to the City.

Staff recommended that the City Council approve the project plans and specifications along with the project findings for the enclosure of the open channel between Colorado Boulevard and Olive Avenue east of Monterey Avenue. Project No 554.

**\*8 Set for Public Hearing on April 23 2002 Historic Landmark Designation HL-41/Mills Act Contract MA-39 for Property Located at 205 East Hillcrest Boulevard by John and Penny Zuk owners**

This matter was approved by order of the Consent Calendar.

At its meeting of March 27 2002 the Historic Preservation Commission recommended approval of Historic Landmark Designation and execution of a Mills Act Contract for the house at 205 East Hillcrest Boulevard to the City Council.

Staff recommended setting April 23 2002 as the date for the Public Hearing.

**\*9 Used Oil Recycling Block Grant Application for Fiscal Year 2002-03 Resolution No 2002-24**

This matter was approved by order of the Consent Calendar.

The Used Oil Block Grant Program funds have facilitated the certification of seven local used oil collection centers in the City in addition to providing a funding source for educating the Monrovia community on the safe disposal of used motor oil and filters. The Eighth Cycle Used Oil Recycling Grant funds will enable the City to continue providing these valuable programs. The Eighth Cycle Used Oil Grant Application covers block grant funding for fiscal years 2002 through 2005. The maximum block grant award for the City for the first year of the three-year cycle is \$17,216. Any unused grant funds from the funding allocation for FY 2002/2003 may be rolled over to the next two fiscal years of the funding cycle. The City will receive additional funding allocations for FY 2003/2004 and 2004/2005.

There was no fiscal impact to the City to apply for the Eighth Cycle Used Oil Recycling Block Grant or to accept grant funds. Additionally, Used Oil Recycling Block Grant funds enable the City to provide the Monrovia community with programs that protect our groundwater from contamination and conserve natural resources.

Staff recommended that the City Council approve Resolution No 2002-24 authorizing the submittal of the Eighth Cycle Used Oil Recycling Block Grant Application for Fiscal Year 2002/2003 and to authorize the City Manager to Enter into Agreements with the State of California to secure Grant Funds pursuant to the California Oil Recycling Enhancement Act.

**J RESOLUTIONS & ORDINANCES** None

**K PAYROLL & VOUCHERS** Payroll No 7 in the net amount of \$404,700.11 and Voucher Numbers 101713 through 102058 non-sequentially in the amount of \$681,991.54 were approved by order of the Consent Calendar.

**L SCHEDULED MEETINGS**

A Joint Study Session of the Monrovia City Council and the Monrovia Planning Commission to discuss Signage and Outdoor Displays is scheduled for Wednesday April 10 2002 6 00 P M Police Department Community Room 140 East Lime Avenue Monrovia

The next Regular Meeting of the Monrovia City Council is scheduled for Tuesday April 23 2002 7 30 p m 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 Art Aburto father of Community Services Employee Amanda Aburto at 11 16 P M and asked that City Manager Donald R Hopper and his dad be kept in our prayers

APPROVED

  
Lara Larramendi Blakely Mayor

ATTEST

  
Linda B Proctor CMC City Clerk