

# MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

## Welcome to the Monrovia City Council Meeting

Tuesday, September 2, 2014, 7:30 P.M.



Mary Ann Lutz  
Mayor

Becky A. Shevlin  
Mayor Pro Tem

Tom Adams  
Councilmember

Alexander C. Blackburn  
Councilmember

Larry J. Spicer  
Councilmember

Stephen R. Baker  
City Treasurer

Alice D. Atkins  
City Clerk

Francis M. Delach  
Interim City Manager

Craig A. Steele  
City Attorney

Thank you for participating in tonight's meeting. The City Council encourages public participation, and invites you to share your views on City business.

**MEETINGS:** Regular Meetings of the City Council are held on the first and third Tuesday of each month at 7:30 P.M. in City Council Chambers. 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)). Documents distributed to a majority of the City Council after the posting of this agenda will be available for review at the Office of the City Clerk, 415 South Ivy Avenue, Monrovia, California. Community Media of the Foothills (KGEM) shows both live broadcasts and replays of City Council Meetings on cable television and over the Internet at [www.kgem.tv](http://www.kgem.tv). Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice as previously described.

**CITIZEN PARTICIPATION:** Your participation is welcomed and invited at all City Council meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Council. The City requests that persons addressing the City Council refrain from making personal, slanderous, profane or disruptive remarks.

**TO ADDRESS THE CITY COUNCIL,** where possible, please submit a *Speaker's Information Form* to the City Clerk prior to your comments, or simply come to the podium when the Mayor asks for those who wish to speak, and state your name for the record. Please provide the City Clerk with a copy of any written materials used in your address to the Council as well as a copy of any printed materials you wish the City Clerk to distribute to the City Council.

**MATTERS NOT ON THE AGENDA** should be presented within a three to five minute time frame during the time designated as "PUBLIC INPUT." Speakers will be heard on a first come, first served basis during the 45-minute period of *Public Input*. Additional speakers will be accommodated during *Public Input, Continued*, following public City Business. By State law, the City Council may not discuss or vote on items not on the agenda.

**MATTERS ON THE AGENDA:** If you wish to address the City Council on a matter on the agenda, please indicate the Agenda Item Numbers(s) on the *Speaker's Information Form*. Your name will be called at the appropriate time and you may proceed with your presentation within the five (5) minute time frame.

**PUBLIC HEARINGS AND APPEALS** are items scheduled for which public input is either required or desired. The applicant shall be allowed a ten (10) minute time frame to present project testimony and a five (5) minute time frame to respond following further public testimony. Appellants will be afforded the same opportunities. Other members of the public who wish to speak have a five (5) minute time frame with no rebuttal time.

**ROUTINE MATTERS** can usually be handled more quickly by taking it up directly with the City Department (see last page) providing the particular service involved.

**AGENDA ITEMS:** The Agenda contains the regular order of business of the City Council. Items on the Agenda have generally been reviewed and investigated by the City Staff in advance of the meeting so that the City Council can be fully informed about a matter before making its decision.

**CONSENT CALENDAR:** Items listed on the Consent Calendar are considered to be routine by the City Council and will be acted upon by one motion. There will be no separate discussion on these items unless a Councilmember or citizen so requests. In this event, the item will be removed from the Consent Calendar and considered at the time designated for *Items Pulled From Consent Calendar*. If you would like an item on the Consent Calendar discussed, simply tell the City Clerk or a member of the City Council.



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office at 932-5505. Please notify the City Clerk's Office at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. Council Chambers is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.



REGULAR MEETING  
of the  
MONROVIA CITY COUNCIL  
City Council Chambers  
415 South Ivy Avenue  
Tuesday, September 2, 2014  
7:30 P.M.

Copies of the Staff Reports or other written documentation relating to each proposed item of business presented for consideration by the City Council on the Agenda are on file in the Office of the City Clerk.

To comply with recent court decisions, the City of Monrovia has advised persons giving the invocation not to recite sectarian references or prayers.

<b>CONVENE</b>	Mayor Mary Ann Lutz
<b>INVOCATION</b>	Pastor Melanie Mays
<b>PLEDGE OF ALLEGIANCE</b>	Councilmember Larry J. Spicer
<b>ROLL CALL</b>	Councilmembers Tom Adams, Alexander C. Blackburn, Larry J. Spicer, Mayor Pro Tem Becky A. Shevlin, and Mayor Mary Ann Lutz

**REPORT OF CLOSED SESSION, IF NEEDED**

**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
- PR-2 Proclaiming the Month of September as International Literacy Month and Recognizing the 30<sup>th</sup> Anniversary of the California Library Literacy Service  
Staff Reference: Linda Granicy, Acting Library Division Manager
- PR-3 Recognition of Fifth Annual MAP Neighborhood Conference Partners  
Staff Reference: Alfredo Enriquez, Management Analyst

**STUDENT GOVERNMENT REPRESENTATIVE REPORT** - Student Liaison Nick Miranda

**ORDER OF BUSINESS**

**CONSENT CALENDAR**

All items on the Consent Calendar are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Calendar and considered in its normal sequence. If you would like an item on the Consent Calendar discussed, simply tell the City Clerk or a member of the City Council.

- 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**  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt 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**  
Staff Reference: Mark Alvarado, Director of Administrative Services  
Recommendation: Approve 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**  
Staff Reference: Buffy Bullis, Finance Division Manager  
Recommendation: Approve 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 authorize 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**  
Staff Reference: Carl Hassel, Director of Public Works  
Recommendation: Approve the work as completed, direct the City Clerk to file a Notice of Completion, approve payment in the amount of \$64,837.50 to Creative Contractors Corporation for the Julian Fisher Park Play Equipment Project No. G-867, and approve release of retention funds in the amount of \$6,825.00, thirty-five (35) days after the Notice of Completion has 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**  
Staff Reference: Carl Hassel, Director of Public Works  
Recommendation: Adopt 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**  
Staff Reference: Carl Hassel, Director of Public Works  
Recommendation: Award 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, reject all other bids, and authorize the City Manager to execute the necessary documents
- CC-7 Request for Proposals (RFP) for Roof Repairs at Selected City Facilities**  
Staff Reference: Carl Hassel, Director of Public Works  
Recommendation: Authorize Staff to solicit Request for Proposals for roof repair 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**  
Staff Reference: Carl Hassel, Director of Public Works  
Recommendation: Approve 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 authorize 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**  
Staff Reference: Carl Hassel, Director of Public Works  
Recommendation: Approve 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 authorize 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**  
Staff Reference: Carl Hassel, Director of Public Works  
Recommendation: Approve 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 authorize the City Manager to execute the necessary documents

- CC-11 Emergency Repairs of Booster 5-1 at the Norumbega Reservoir Booster Station by General Pump Company in the amount of \$84,494.00**  
 Staff Reference: Carl Hassel, Director of Public Works  
 Recommendation: Approve the 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**  
 Staff Reference: Alexis Bakofsky, Management Analyst II  
 Recommendation: Receive and file the Legislative Bulletin
- CC-13 Destruction of Certain Departmental Records, Resolution No. 2014-44**  
 Staff Reference: Alice Atkins, City Clerk  
 Recommendation: Adopt Resolution No. 2014-44
- CC-14 Endorsement of the Regional California Gang Reduction Intervention and Prevention (CalGRIP) Grant Application**  
 Staff Reference: Jim Hunt, Police Chief  
 Recommendation: Endorse the City of Duarte's proposed CalGRIP 2015-2017 program and direct Staff to send a letter of support
- CC-15 Increase Rate Offset for the Discount Bus Pass Program, Resolution No. 2014-56**  
 Staff Reference: Craig Jimenez, Planning Division Manager  
 Recommendation: Adopt Resolution No. 2014-56

## PUBLIC INPUT

Thank you for participating in tonight's meeting. The City Council encourages public participation, and invites you to share your views on City business. The City requests that persons addressing the City Council refrain from making personal, slanderous, profane or disruptive remarks.

At this time citizens who wish to speak on any City business item not on the Agenda should approach the podium during this 45-minute period on a first come, first served basis. By State law, the City Council may not discuss or vote on items not on the Agenda.

Those not accommodated during this 45-minute period have an opportunity to speak under PUBLIC INPUT, CONTINUED following public City business.

Please state your name for the record.

## PUBLIC HEARINGS/MEETINGS

- 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**  
 Staff Reference: Craig Jimenez, Planning Division Manager  
 Recommendation: Adopt Resolution Nos. 2014-52 and 2014-53, and introduce, read by title only, and waive further 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**  
 Staff Reference: Craig Jimenez, Planning Division Manager  
 Recommendation: Adopt Resolution Nos. 2014-36, 2014-35 and 2014-54; and introduce, read by title only, and waive further reading of Ordinance No. 2014-04

**REPORTS OF CITY MANAGER AND STAFF**

RCM-1 Update on 316 South Myrtle Avenue

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

RCC-1 Mayor Mary Ann Lutz

(a) Centennial Event for Lt. Colonel Allen Allensworth at Monrovia Historical Museum, September 14, 2014

RCC-2 Mayor Pro Tem Becky A. Shevlin

RCC-3 Councilmember Tom Adams

RCC-4 Councilmember Alexander C. Blackburn

(a) League of California Cities Annual Conference Resolutions

RCC-5 Councilmember Larry J. Spicer

**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

Staff Reference: Danielle Tellez, Human Resources Division Manager

Recommendation: Adopt Resolution No. 2014-57

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

Staff Reference: Jim Hunt, Police Chief

Recommendation: Direct Staff to implement and research programs as outlined in the Agenda Report

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

Staff Reference: Carl Hassel, Director of Public Works

Recommendation: Introduce, waive further reading, and read by title only Ordinance No. 2014-09

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

Staff Reference: Carl Hassel, Director of Public Works

Recommendation: Introduce, waive further reading, and read by title only Ordinance No. 2014-10

**PUBLIC INPUT, CONTINUED, IF NEEDED**

At this time citizens who wish to discuss City business items not on the Agenda and who were not accommodated during the 45-minute time period allotted under PUBLIC INPUT above may request to speak before the City Council during this period on a first come, first served basis

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

At this time items pulled from the Consent Calendar above, if any, will be considered.

**SCHEDULED MEETINGS**

The next Regular Meeting of the Monrovia City Council is scheduled for Tuesday, September 16, 2014, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT****IN MEMORY OF**

Norma Pontella, Wife of Jim Pontella and Former Longtime Employee of Senator Bob Margett

George Mency, Longtime Resident and Husband of Former Planning Commissioner Mimi Mency

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting. Dated this 28<sup>th</sup> day of August, 2014.



Alice D. Atkins CMC, City Clerk



TOM ADAMS  
COUNCILMEMBER

LARRY J. SPICER  
COUNCILMEMBER

MARY ANN LUTZ  
MAYOR

BECKY A. SHEVLIN  
MAYOR PRO TEM

ALEXANDER C. BLACKBURN  
COUNCILMEMBER

FRAN DELACH  
INTERIM  
CITY MANAGER

CRAIG A. STEELE  
CITY ATTORNEY

STUDENT LIAISON  
NICK MIRANDA

ALICE D. ATKINS  
CITY CLERK

CITY STAFF

### ELECTED OFFICIALS

Mary Ann Lutz, Mayor      Becky A. Shevlin, Mayor Pro Tem  
Tom Adams, Councilmember      Alexander C. Blackburn, Councilmember      Larry J. Spicer, Councilmember  
Alice D. Atkins, CMC, City Clerk      Stephen R. Baker, City Treasurer

### APPOINTED OFFICIALS

Francis M. Delach, Interim City Manager      Craig A. Steele, City Attorney

### DEPARTMENT MANAGERS

James Hunt, Police Chief      Christopher Donovan, Fire Chief  
Mark D. Alvarado, Director of Administrative Services/Assistant City Manager      Steve Sizemore, Director of Community Development  
Tina Cherry, Director of Community Services      Carl E. Hassel, P.E., Director of Public Works

### CITY OF MONROVIA FACILITIES

City Hall Hours: 7:00 A.M. - 6:00 P.M., Monday - Thursday; 7:00 A.M. - 5:30 P.M., Friday

Website: <http://cityofmonrovia.org/>

City Hall	415 S. Ivy Avenue	932-5550	Police Department	140 E. Lime Avenue	256-8000
24-Hour Automated Attendant Number		932-5555	Fire Department	141 E. Lemon Avenue	256-8181
<b>EMERGENCY 9-1-1</b>	<b>CELL WATCH 357-CELL</b>		Public Works Department	600 S. Mountain Avenue	932-5575
Job Hotline		932-5592	Community Center	119 W. Palm Avenue	256-8246
Main Fax		932-5520	Public Library	321 S. Myrtle Avenue	256-8274

