

**MINUTES OF THE REGULAR MEETING  
OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, OCTOBER 21, 2008, 7:30 P.M.**

**CONVENE:** Mayor Rob Hammond convened the Regular Meeting of the Monrovia City Council of Tuesday, October 21, 2008, at 7:37 P.M. in City Council Chambers in honor of Logan Scott Rodriguez, born October 12, 2008, to Parents April Cote and Thomas Rodriguez. In attendance were City Manager Scott Ochoa, City Attorney Craig A. Steele and City Clerk Linda B. Proctor

**INVOCATION:** Pastor Dan Earp gave the Invocation

**PLEDGE OF ALLEGIANCE:** Councilmember Mary Ann Lutz led the Flag Salute

**ROLL CALL:** In attendance were Councilmembers Tom Adams, Joe Garcia, Mary Ann Lutz, Mayor Pro Tem Dan Kirby, and Mayor Rob Hammond

**PRESENTATION/PROCLAMATION:**

**PR-1 Proclaiming October 25, 2008 as "Make a Difference Day":** The Monrovia Volunteer Center, in recognition of "Make a Difference Day" requested that the City Council proclaim October 25, 2008 as "Make a Difference Day in Monrovia." Pattie Tellez, Executive Director of the Volunteer Center, received the proclamation and reported to the City Council and community the plans and needs for the day

**PR-2 Recognition of 2008 Halloween Home Decorating Contest Winners:** Paul Larsen, Community Services Commission Chairman, assisted the Mayor and City Council in recognizing the 2008 Halloween Home Decorating Contest winners

On October 20, 2008, Community Services Commissioners, community members and Youth Commissioners judged decorated homes and selected the following award winners: Creep Show Award, Tombstone Award, Casper Award, Most Spooky, Most Creative, Theme Award, Great Pumpkin Award and Best of Halloween

**PR-3 Recognition of Newly Promoted Fire Battalion Chief Ron Pelham, Fire Captain Brannigan Scott, and Fire Captain Shawn Morton:** Fire Captain Scott Haberle assisted the Mayor and City Council in recognizing newly promoted Fire Battalion Chief Ron Pelham, Fire Captain Brannigan Scott and Fire Captain Shawn Morton

**STUDENT GOVERNMENT REPRESENTATIVE REPORT:** Interim Student Liaison Megan Mayorga reviewed the events at Monrovia High School

The following item was taken out of order

**RCC3** Councilmember Adams

**(a) Overview of Brush Clearance Program:** Fire Chief Chris Donovan presented a comprehensive report with the assistance of PowerPoint of the Brush Clearance Program. Discussion ensued. Chief Donovan noted that the clearance of the trail head at Highland Place had nothing to do with the Resource Management Plan, which was being considered by the Community Services Commission. The City Council concurred that all of the trail heads should be mitigated of brush. Councilmember Adams requested that Chief Donovan prepare a report soon of a proposed plan to access the Highland Place area to ensure that a fire engine could enter the area and turn around from the reservoir.

**It was moved by Councilmember Adams, seconded by Councilmember Lutz, to mitigate brush from the Highland Place trail head and any other points like it.**

Public Input

1 John Jogminas, Monrovia

Following discussion, there were no objections

**CONSENT CALENDAR** It was moved by Councilmember Adams, seconded by Mayor Pro Tem Kirby, to approve the Consent Calendar. There were no objections. The Consent Calendar consisted of the following Agenda items:

**CC-1 Unadopted Minutes of the October 7, 2008 Regular Meeting of the Monrovia City Council**

**CC-2 Payroll No. 21 in the Amount of \$544,266.07 and Voucher Nos. 154059 through 154383 in the Amount of \$1,999,543.13**

**CC-3 Purchase of Security Book Detection Systems and Self Check Out Stations for the New Public Library from Califa in the Amount of 141,115.73:** For thirty years, the items in the Monrovia Public Library's various collections were protected by a 3M Book Detection System. A 3M System was first installed in the early 1980's and when the library last upgraded the equipment, over ten years ago, a 3M System was again selected. Then and now, 3M was the leading vendor of library book detection systems and self-checkout machines. The library's entire current inventory was protected by 3M devices and it was standard library practice to obtain the security machines and the inventory devices from the same vendor.

The library's state cooperative purchasing consortium, Califa, negotiated a discount agreement with 3M Library Systems effective until December 1, 2008. This agreement was an opportunity for the City of Monrovia to purchase a 3M book detection system and self-checkout machines at a significant discount, saving \$21,139.37. Staff recommended the purchase of the new library's book detection system and self-checkout stations from Califa in the amount of \$ 141,115.73. Funds were available from the Library Bond proceeds.

**CC-4 One-year Extension of Contract with Computer Service Company for Traffic Signal Maintenance in the Amount of \$20,072.64, Ending June 30, 2009:** The City Council awarded a maintenance contract to Computer Service Company on July 6, 2004 and amended the contract on March 7, 2006 to include monthly preventive maintenance services. Computer Service Company's contract expired on June 30, 2008. Staff negotiated an extension at a monthly rate of \$1,672.72 or \$20,072.64 a year. The scope of work remained the same. Funds for this contract were available in the Streetlight Maintenance Fund.

**CC-5 Award of Contract to Comtec Tel for Monrovia Public Library Computer Workstation and Public Address System Cabling in an Amount Not to Exceed \$60,000.00:** Three bids were received to provide and install computer workstation, telephone, television and public address speaker wiring for the new library. A Monrovia based company, Comtec Tel, submitted the lowest responsible bid at \$38,800.00 plus taxes giving a total bid cost of approximately \$41,900. The project scope was upgraded so that the wiring would be capable of handling the next generation network speeds. The installation of the public address system speakers had also been added to the project. It was anticipated that these two new elements would add \$12,000.00 to the cost of the project. The total cabling project was expected to cost approximately \$55,000.00. Staff requested an authorization amount of \$60,000.00 in case there were unexpected changes in the cabling project. Staff recommended contracting with Comtec Tel for services to provide and install computer workstation, telephone, television and public address system wiring in the new library.

**CC-6 Set for Public Hearing on November 4, 2008; Adoption of the Station Square Specific Plan and Zone Change (ZC-2) for the Properties Bounded by Duarte Road, Evergreen, Myrtle and Magnolia Avenues; Ordinance 2008-09:** The Land Use Element required the preparation of a specific plan to ensure that development is consistent with the vision established in the General Plan. The Station Square Specific Plan had been prepared to guide development in the first phase of the Transit Village. The request also required changing the zoning designation from PD-12 (Planned Development-Area 12) to SP (Specific Plan).

On October 15, 2008, the Planning Commission held a Public Hearing to review the proposed Specific Plan and zone change. At the close of the hearing, the Planning Commission adopted Resolution Nos. 2008-02 and 2008-03 recommending approval to the City Council of the Station Square Specific Plan and zone change.

**CC-7 Denial of Liability Claim – Liza Urfano vs. City of Monrovia:** Liza Urfano alleged that on September 8, 2008, a City tree fell causing damage to her vehicle. The tree showed no sign of visible disease or decay and had been regularly inspected and maintained. Therefore, the City bore no

responsibility for this matter. Staff recommended that Council deny this claim

**PUBLIC INPUT:**

- 1 Albert Arana, Bell Gardens
- 2 Shirley Manning, Monrovia
- 3 Les Hammer, Pasadena
- 4 Ann Azer, Methodist Hospital, Arcadia
- 5 Paul Larsen, Monrovia
- 6 Chuck Keen, Monrovia

**PUBLIC HEARINGS/MEETINGS:** None

Mayor Hammond called for a break from 9:17 P M to 9:25 P M

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

**MRA CONVENE:** Chairman Rob Hammond convened the Regular Meeting of October 21, 2008 of the Monrovia Redevelopment Agency Board of Directors at 9:25 P M in City Council Chambers, 415 South Ivy Avenue, without adjourning the City Council Meeting.

**MRA ROLL CALL:** Those in attendance were Boardmembers Tom Adams, Joe Garcia, Mary Ann Lutz, Vice-Chairman Dan Kirby, and Chairman Rob Hammond.

**MRA CONSENT CALENDAR: to approve the Consent Calendar** There were no objections. The Consent Calendar consisted of the following Agenda items:

**MRA CC-1 Unadopted Minutes of the October 7, 2008 Regular Meeting of the Monrovia Redevelopment Agency**

**MRA CC 2 Professional Services Contract with Ocean Blue Environmental Services, Inc. for the Demolition of the Structure for the Total Consideration of \$302,500.00, and Fresh Air Environmental Services Inc. for Asbestos Removal at 1616 South California Avenue for the Total Consideration of \$32,900.00:** The expected time for completion of the asbestos removal, demolition and grading was six weeks. Staff recommended that the Agency Board authorize the approval of the contract with Ocean Blue Environmental Services, Inc., and authorize Fresh Air Environmental to remove asbestos from the site.

**MRA CC 3 Professional Services Contract with Ocean Blue Environmental Services, Inc., for the Demolition of the Structures at 200 West Pomona, 204 West Pomona, 1625 South Primrose Avenues for the Total Consideration of \$198,000.00:** The Agency acquired the former Aloha Rental site and the former Mee Industries site as part of the proposed Station Square project. In preparation for the Station Square development, the Agency planned to demolish the industrial buildings on all three sites and remove all sub-surface improvements.

Five proposals were solicited from qualified contractors for the demolition and grading of the site. Of these, Ocean Blue Environmental Services, Inc., was the lowest, most responsible bidder with a bid of \$198,000.00. The Contractor would demolish all improvements and grade the site. Asbestos removal had been completed at the property. The expected time for completion of the demolition and grading was four weeks.

**MRA CC 4 Amendment of the Old Town Business Assistance Strategy** On September 4, 2007, the Agency Board approved the amended Old Town Business Assistance Strategy which provided a comprehensive approach to sustain long lasting economic vitality in the Old Town district. The amendment allowed for a three pronged approach that consisted of the Business Development Program, the Business Attraction Program, and the Broker Incentive Program. Staff proposed to amend the Business Attraction Program.

Currently, the Business Attraction Program only allowed the \$35,000.00 loan to be used towards applicant's fees and charges associated with City permits, inspections, and other entitlements. Over the past year, Staff's experience with the Business Attraction Program witnessed that these costs generally

did not exceed \$10,000.00 As a result, the applicant businesses were not realizing the full measure of the Program's intended benefits.

Under the amended program, new businesses that met certain criteria would be eligible for a loan, whereby the Redevelopment Agency would pay for that business's City permits, entitlement fees, and some tenant improvements – up to a maximum of \$35,000 00 The amount of the City's funding directly reflected the anticipated growth in business activity The Redevelopment/Economic Development Team would continue to conduct a review of all applications to determine the loan amount

The proposed revisions to the Business Attraction Program would allow new businesses to receive the funding needed to cover the startup costs, including tenant improvements, while securing the Agency's investment

#### **MRA PUBLIC HEARINGS/MEETINGS**

**MRA PH-1 Joint Public Hearing; Disposition and Development Agreement with Miyachi Unitek Corporation Regarding Property Located at 1616 South California Avenue; City Resolution No. 2008-52 and Agency Resolution No. 10-2008**

Chairman Hammond opened and continued the Joint Public Hearing to November 4, 2008

**MRA ADMINISTRATIVE REPORTS:** None

**MRA ADJOURNMENT:** Chairman Hammond adjourned the Meeting at 9 25 P.M

#### **RECONVENE MONROVIA CITY COUNCIL MEETING**

#### **REPORTS OF CITY COUNCILMEMBERS AND SUBCOMMITTEES:**

**RCC1** Mayor Hammond reported that

(a) **City of Monrovia Investment Portfolio:** Administrative Services Director Mark Alvarado presented a comprehensive review of the City's Investment Portfolio, noting that the City was more conservative than the State of California's investment policy and that cities were not allowed to invest in the stock market Safety, liquidity and yield were the City's objectives and the City had reserves He further reported that many cities had had to go out to the credit market and were having difficulties Mayor Hammond stated that Mr. Alvarado's comprehensive report would help put residents' minds at ease about the City's situation

(b) He thanked Chief Johnson and Management Trainee Dan Bell for their help for the events of the gang related events at the first of this year and reported that he had been attending other City Council meetings to thank them for their help at that time

**RCC2** Mayor Pro Tem Kirby reported that

(a) He urged the public to be a little more careful when driving as Halloween fell on a Friday this year and there would also be a lot of activity around Monrovia High School

**RCC3** Councilmember Adams

(a) **Overview of Brush Clearance Program:** This matter was taken out of order following the **STUDENT GOVERNMENT REPRESENTATIVE REPORT** above

(b) **Announcement of City Hall Opening, Saturday, October 25, 2008, 8:00 A.M. to 2:00 P.M.:** He announced that City Hall would be open on Saturday, October 25, 2008, from 8 00 A M to 2 00 P M

**RCC4** Councilmember Garcia had no report

**RCC5** Councilmember Lutz reported that

(a) **Girl Power Conference, November 1, 2008:** The conference would be held at the Community Center, November 1, 2008 It was the Fourth Annual Conference and all girls were invited to participate at a cost of \$10 00

**REPORTS OF STAFF MEMBERS:** There were none

**ADMINISTRATIVE REPORTS:**

**AR-1 Award of Contract for the Monrovia Public Library, Bid Group No. 5, for: Bid Package ML-18, Trenches, to Atlas-Allied, Inc., in the Amount of \$108,500.00; Bid Package ML-19, Demolition, to Specialized Environmental Inc., in the Amount of \$17,000.00; Bid Package ML-20, Library Signage, Reject All Bids; Total Amount for all Contracts, \$125,500.00**

Director of Public Works Ron Bow reviewed the Staff Report

Bid Group No 5 continued building construction activities for trenches, demolition and library interior/exterior signage Staff was working with Bernards Building Management Services, the project management firm Bernards had completed similar projects with each of these contractors with favorable results Construction was anticipated to take approximately 180 days

On September 30, 2008, bids were received and opened by the City Clerk. Bids ranged from \$57,427 00 to \$149,000 00 for Bid Package ML-18, Trenches. The apparent low bidder, R Y. Engineering Works, provided documentation with an error made in the bid amount and requested that his bid be withdrawn. The second low bidder was Atlas-Allied, Incorporated, in the amount of \$108,500 00. Staff confirmed all references and found them to be in order Bids ranged from \$17,000 00 to \$49,000 00 for Bid Package ML-19, Demolition The apparent low bidder was Specialized Environmental, Incorporated, in the amount of \$17,000 00 Staff had confirmed all references and found them to be in order The bids ranged from \$32,000 00 to \$91,131 55 for Bid Package ML-20, Library Signage Staff recommended rejection of all bids for Bid Package ML-20, Library Signage, and recommended to re-bid the package to entertain a greater number of bidders Funding was from the Library Bond

**It was moved by Councilmember Adams, seconded by Councilmember Garcia, to approve contracts to Atlas-Allied, Inc. in the amount of \$108,500.00, Specialized Environmental Inc., in the amount of \$17,000.00 and reject all bids for Bid Package ML-20, Library Signage.**

**ROLL CALL: Ayes: Councilmembers Adams, Garcia, Lutz, Mayor Pro Tem Kirby, Mayor Hammond  
Motion carried: 5-0**

#### **SCHEDULED MEETINGS**

The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, November 4, 2008, 7 30 P M , City Council Chambers, 415 South Ivy Avenue, Monrovia, California

**PUBLIC INPUT, CONTINUED, IF NEEDED** None

**ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED** None

**ADJOURNMENT TO CLOSED SESSION:** At 9 53 P M , Mayor Hammond announced that the City Council would meet in Closed Session to discuss the following matter and would announce the findings at the conclusion of Closed Session

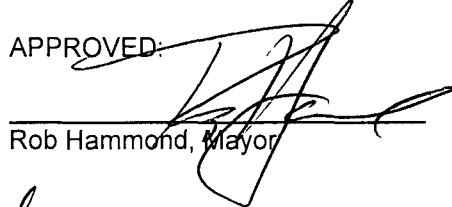
**ACS-1** Conference with Legal Counsel, Threatened Litigation, Government Code §54956 9 1 Case

#### **RECONVENE AND REPORT OF CLOSED SESSION**

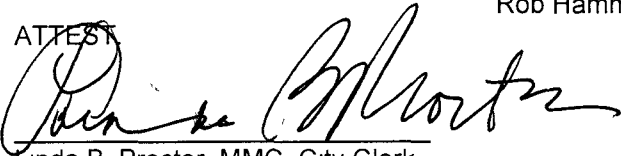
**RCS-1** Conference with Legal Counsel, Threatened Litigation, Government Code §54956.9 1 Case City Attorney Steele reported that there was no reportable action taken.

**ADJOURNMENT:** Mayor Hammond adjourned the Meeting at 10 25 P M

APPROVED:

  
\_\_\_\_\_  
Rob Hammond, Mayor

ATTEST

  
\_\_\_\_\_  
Linda B Proctor, MMC, City Clerk