

**MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, JUNE 18, 2013, 7:30 P.M.**

**CLOSED SESSION:** Mayor Lutz convened the Closed Session Meeting of the Monrovia City Council at 6:32 p.m. on Tuesday, June 18, 2013, in City Council Chambers, 415 South Ivy Avenue, Monrovia, California, at which all Councilmembers were present to discuss the following Closed Session item: CS-1 Conference with Labor Negotiator pursuant to Government Code §54957.6; Agency Negotiator: Danielle Tellez; Group Employees: Monrovia Firefighters Association and Monrovia Police Officers Association.

**CONVENE:** Mayor Lutz convened the Regular Meeting of the Monrovia City Council of Tuesday, June 18, 2013, at 7:30 p.m. in City Council Chambers, preceded by a Special Meeting – Monrovia Area Partnership Youth Leadership Academy Graduation at 7:00 p.m. In attendance were City Manager Laurie Lile, City Attorney Roxanne Diaz, and City Clerk Alice D. Atkins.

**INVOCATION:** Pastor Diego Nieves led the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Pro Tem Becky A. Shevlin led the Pledge of Allegiance.

**ROLL CALL:** In attendance were Councilmembers Tom Adams, Alexander C. Blackburn, Larry J. Spicer, Mayor Pro Tem Becky A. Shevlin, and Mayor Mary Ann Lutz.

**REPORT OF CLOSED SESSION:** City Attorney Roxanne Diaz stated that the City Council met in closed session to discuss the item on the posted agenda and there was no reportable action.

**PRESENTATIONS/PROCLAMATIONS:** None

**STUDENT GOVERNMENT REPRESENTATIVE REPORT:** To resume in September.

**ORDER OF BUSINESS:** City Manager Laurie Lile stated that a member of the public had requested that item CC-9 be pulled from the Consent Calendar for discussion following Administrative Reports.

**CONSENT CALENDAR:** City Attorney Diaz reminded the City Council that due to conflicts of interest affecting a majority of the Councilmembers, and because there was no other body of the City that could make the decision, in accordance with the Rule of Legally Required Participation, on June 4, 2013, the affected Councilmembers drew straws prepared by the City Attorney in order to determine who would participate in the discussion and introduction of Ordinance No. 2013-02. Councilmember Adams stated a conflict of interest due to a business relationship with one of the applicants, Councilmember Blackburn due to a business relationship in the past 12 months with one of the applicants, and Mayor Pro Tem Shevlin due to a client relationship between one of the applicants and her former employer. Mayor Pro Tem Shevlin drew the shortest straw and remained for discussion; Councilmembers Adams and Blackburn exited Council Chambers. City Attorney Diaz further stated that with the statement by Councilmembers Adams and Blackburn that they recused themselves from Item CC-7 based on these facts, there was no need to leave the dais for approval of the Consent Calendar. With City Attorney Diaz's comments noted, **it was moved by Councilmember Adams, seconded by Mayor Pro Tem Shevlin, to approve the consent calendar.** The motion carried unanimously. The Consent Calendar consisted of the following Agenda items:

**CC-1 Unadopted Minutes of the June 4, 2013, Regular Meeting and Special Meeting, and the June 10, 2013, Special Meeting of the Monrovia City Council:** The City Council adopted the Minutes of the June 4, 2013, Regular Meeting and Special Meeting, and the June 10, 2013, Special Meeting.

**CC-2 Payroll No. 12 in the Net Amount of \$548,673.80, and Voucher Nos. 183326 through 183526 (Checks) and 495 through 511 (EFT) in the Total Amount of \$760,117.32:** The City Council approved Payroll No. 12 in the net amount of \$548,673.80, and Voucher Nos. 183326 through 183526 (Checks) and 495 through 511 (EFT) in the total amount of \$760,117.32.

**CC-3 2013-2014 Gann Appropriation Limit, Resolution No. 2013-32:** The City Council approved Resolution No. 2013-32.

**CC-4 Award of Contract for Publication of Legal Advertisements to Beacon Media, Inc., for the Period Ending June 30, 2014:** The City Council awarded a contract to Beacon Media, Inc., for publication of legal advertisements for the period ending June 30, 2014, and authorized the City Manager to execute the necessary documents.

**CC-5 Destruction of Certain Departmental Records, Resolution No. 2013-33:** The City Council adopted Resolution No. 2013-33.

**CC-6 Award of Bid to Lion Express Charter Bus Lines in an Amount not to Exceed \$8,000 for Transportation Services related to Active Adults and Senior Club Member Excursions:** The City Council awarded a bid to Lion Express Charter Bus Lines in an amount not to exceed \$8,000 for transportation services related to Active Adults and Senior Club Member Excursions.

**CC-7 Zone Change ZC2013-01 Amending the Zoning Designation from Public/Quasi Public (P/QP) to Residential High Density (RH), Adoption of Ordinance No. 2013-02:** The City Council adopted Ordinance No. 2013-02. As stated above, Councilmembers Adams and Blackburn abstained due to conflicts of interest.

**CC-8 2012-13 Solid Waste and Recycling Program Update; Annual Service Rate Adjustment for the Collection of Residential Solid Waste, Resolution No. 2013-29; and Annual Service Rate Adjustment for the Collection of Commercial/Industrial Solid Waste from the Old Town Franchise Area, Resolution No. 2013-30:** The City Council received and filed the 2012-2013 Solid Waste and Recycling Program Update, and adopted Resolution Nos. 2013-29 and 2013-30.

**CC-9 Lease Agreement with Community Media of the Foothills (CMF) for use of the Mary Wilcox Youth Center Studio for the Period Ending June 30, 2018, with an Option to Extend for an Additional Five-Year Period Ending June 30, 2023:** This item was pulled from the Consent Calendar for discussion following Administrative Reports.

**CC-10 Final Tract Map No. 71996 for Re-Subdivision of the Property Located at 138 East Olive Avenue by Williams Homes, LLC:** The City Council approved Final Tract Map No. 71996.

**CC-11 Renewal of Options Lease Agreements for Use of Recreation Park and Rotary Park to conduct Family Child Care-Home (FCCH), Options Head Start and Surround Care Programs for the period July 1, 2013, through June 30, 2014:** The City Council approved the renewal of the Options Lease Agreements for use of Recreation Park and Rotary Park to conduct Family Child Care-Home (FCCH), Options Head Start and Surround Care Programs for the period July 1, 2013, through June 30, 2014, and authorized the City Manager to execute the necessary documents.

**CC-12 Award of Bid to Alliance Bus Lines in an Amount not to Exceed \$38,000 for Transportation Services related to the 2013 Summer Extravaganza Program:** The City Council awarded a bid to Alliance Bus Lines in an amount not to exceed \$38,000 for transportation services related to the 2013 Summer Extravaganza Program.

**PUBLIC INPUT:**

1. Kurt Thorgerson, Monrovia
2. Gwendolyn Jones, Monrovia, U.S. Census Field Representative

**PUBLIC HEARINGS / MEETINGS:**

**PH-1 Fiscal Year 2013-2014 Citywide Lighting and Landscaping Maintenance Assessment District, Resolution No. 2013-34**

Lauren Vasquez, Management Analyst II, reviewed the Agenda Report.

Mayor Lutz opened and closed the Public Hearing, as there was no one present who wished to speak on the item.

**It was moved by Mayor Pro Tem Shevlin, seconded by Councilmember Adams, to adopt Resolution No. 2013-34.** The motion carried unanimously.

#### **PH-2 Fiscal Year 2013-2014 Park Maintenance Assessment District, Resolution No. 2013-35**

Lauren Vasquez, Management Analyst II, reviewed the Agenda Report.

Mayor Lutz opened the Public Hearing.

Public Input:

1. Gwendolyn Jones, Monrovia

Staff responded to questions regarding the nominal proposed increase and the possibility of establishing an exemption for low-income seniors.

Mayor Lutz closed the Public Hearing.

**It was moved by Mayor Pro Tem Shevlin, seconded by Councilmember Spicer, to adopt Resolution No. 2013-35.** The motion carried unanimously.

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

##### **RCC-1 Mayor Mary Ann Lutz:**

- (a) Appointment of Community Services, Historic Preservation, and Planning Commissioners, Library Board and Monrovia Old Town Advisory Board Boardmembers; Mayor Lutz reviewed the following Selection Committee recommendations: appointment of Robert McClellan and Karen Suarez to the Planning Commission for a term of three years; the reappointment of Penny Zuk and the appointment of Sergio Jimenez to the Historic Preservation Commission for a term of three years; the reappointment of Gloria Crudgington, Brian Ulm and Jenny Wong to the Community Services Commission for a term of three years; the reappointment of Barbara Radford and the appointment of Dr. Alrita Morgan and Mark Harvis to the Library Board for a term of three years; and the appointment of Brian Germany and Diane Balsimo to the Monrovia Old Town Advisory Board for a term of two years. **It was moved by Mayor Pro Tem Shevlin, seconded by Councilmember Blackburn, to make the appointments as recommended by the selection committee.** The motion carried unanimously.
- (b) Councilmember Attendance at Upcoming Independent Cities Association Conference; As the appointed delegate, Councilmember Adams indicated his intent to attend the conference; due to confusion regarding registration deadlines, alternate liaison Councilmember Spicer indicated he would not be attending. Mayor Lutz offered the second slot to Councilmember Blackburn and Mayor Pro Tem Shevlin, who declined.
- (c) Recent Washington, DC, Lobbying Trip; Mayor Lutz reviewed the topics discussed with various legislators she and Staff met with.
- (d) Attendance at upcoming US Conference of Mayors conference

##### **RCC-2 Mayor Pro Tem Becky A. Shevlin**

- (a) Upcoming events and summer programs in the community

##### **RCC-3 Councilmember Tom Adams:**

- (a) Update on Southern California Gas Company – Garfield Place Project; Ron Bow, Director of Public Works, provided an overview of the project, in response to questions by residents regarding the partial street resurfacing. A prioritized list of streets in need of maintenance would be provided to the City Council in coming months.

##### **RCC-4 Councilmember Alexander C. Blackburn:**

- (a) Merengue Bakery's five-year anniversary

**RCC-5 Councilmember Larry J. Spicer** had no report.

**ADMINISTRATIVE REPORTS:****AR-1 Adoption of Fiscal Years 2013-2015 Budget and Fiscal Year 2013-2014 Schedule of Fees and Charges, Resolution Nos. 2013-36 and 2013-37**

Buffy Bullis, Finance Division Manager, reviewed the agenda report.

Discussion ensued regarding reducing the length of time certain vacant positions would be frozen, options for raising fee revenue, clarification regarding use of reserves, Transit Occupancy Tax rates, City Council Expenditure Control Budget (ECB) balances, and providing review of budget adjustments by line item in the future. Councilmember Adams stated his preference to contribute his ECB balance back to the General Fund in order to support Sunshine Company and youth programs at the Library. Staff would provide the current balance of each councilmembers ECB fund for similar considerations.

**It was moved by Councilmember Spicer, seconded by Councilmember Adams, to adopt Resolution Nos. 2013-36 and 2013-37. The motion carried. The motion carried unanimously.**

**AR-2 Legislative Bulletin**

Jennifer McLain, Management Assistant, reviewed the Agenda Report.

During discussion, Staff was directed to provide more in depth information for discussion regarding Assembly Bill AB 250, including how it would benefit Monrovia, and add support of House Resolution HR 1877 to the next bulletin.

**It was moved by Mayor Pro Tem Shevlin, seconded by Councilmember Blackburn, to approve the legislative bulletin and direct Staff to contact the City's representatives. The motion carried unanimously.**

**AR-3 Extension of Animal Shelter Service Agreement with Inland Valley Humane Society and SPCA**

Police Chief Jim Hunt reviewed the Agenda Report.

During discussion, Councilmember Adams requested Staff to look into the viability of utilizing local veterinarians and businesses for Animal Control boarding, rather than contracting with a local humane society for partial or complete animal control services.

Following discussion, **it was moved by Councilmember Adams, seconded by Mayor Pro Tem Shevlin, to approve an extension of the agreement with Inland Valley Humane Society and SPCA for animal shelter services for the period ending December 31, 2013. The motion carried unanimously.**

**AR-4 Agreement with Aha Consulting, Inc., in the Amount of \$22,600.00 for the period June 18, 2013 through June 30, 2015, to Complete a Redesign of the City's Website in Addition to Hosting, Maintenance, and Support for the City Website**

Alexis Newell, Management Analyst I, reviewed the Agenda Report.

Following discussion, **it was moved by Councilmember Adams, seconded by Councilmember Spicer, to approve an agreement with Aha Consulting, Inc., in the amount of \$22,600.00 to complete a redesign of the City's Website and Hosting, Maintenance, and Support for the City Website for the period June 18, 2013, through June 30, 2015, and authorize the City Manager to execute the necessary documents. The motion carried unanimously.**

**CONVENE MONROVIA FINANCING AUTHORITY MEETING  
WITHOUT ADJOURNING CITY COUNCIL MEETING**

**CONVENE:** Chairman Mary Ann Lutz convened the meeting of the Monrovia Financing Authority without adjourning the City Council Meeting at 9:51 p.m.

**ROLL CALL:** In attendance were Boardmembers Tom Adams, Alexander C. Blackburn, Larry J. Spicer, Vice Chairman Becky A. Shevlin, and Chairman Mary Ann Lutz.

**MFA CONSENT CALENDAR:** It was moved by Boardmember Adams, seconded by Vice Chairman Shevlin, to approve the consent calendar. The motion carried unanimously. The Consent Calendar consisted of the following Agenda item:

**MFA CC-1 Adoption of Fiscal Years 2013-2015 Budget, Resolution No. A2013-01:** The Financing Authority Board adopted Resolution No. A2013-01.

**MFA PUBLIC HEARINGS/MEETINGS:** None

**MFA ADMINISTRATIVE REPORTS:** None

**MFA ADJOURNMENT:** Chairman Lutz adjourned the Monrovia Financing Authority meeting at 9:51 p.m.

#### **CONVENE MONROVIA HOUSING AUTHORITY MEETING WITHOUT ADJOURNING CITY COUNCIL MEETING**

**CONVENE:** Chairman Mary Ann Lutz convened the meeting of the Monrovia Housing Authority without adjourning the City Council Meeting at 9:52 p.m.

**ROLL CALL:** In attendance were Boardmembers Tom Adams, Alexander C. Blackburn, Larry J. Spicer, Vice-Chairman Becky A. Shevlin, and Chairman Mary Ann Lutz.

**MHA CONSENT CALENDAR:** It was moved by Boardmember Adams, seconded by Vice Chairman Shevlin, to approve the consent calendar. The motion carried unanimously. The Consent Calendar consisted of the following Agenda item:

**MHA CC-1 Adoption of Fiscal Years 2013-2015 Budget, Resolution No. H2013-02:** The Housing Authority Board adopted Resolution No. H2013-02.

**MHA PUBLIC HEARINGS/MEETING:** None

**MHA ADMINISTRATIVE REPORTS:** None

**MHA ADJOURNMENT:** Chairman Lutz adjourned the Monrovia Housing Authority meeting at 9:52 p.m.

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

Mayor Lutz reconvened the Monrovia City Council meeting at 9:52 p.m.

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

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

**CC-9 Lease Agreement with Community Media of the Foothills (CMF) for use of the Mary Wilcox Youth Center Studio for the Period Ending June 30, 2018, with an Option to Extend for an Additional Five-Year Period Ending June 30, 2023:** The City Council approved the Lease Agreement with Community Media of the Foothills (CMF) for use of the Mary Wilcox Youth Center Studio for the period ending June 30, 2018, with an option to extend for an additional five-year period ending June 30, 2023, and authorize the City Manager to execute the necessary documents

Alexis Newell, Management Analyst I, reviewed the Agenda Report, noting the following corrections: Community Media of the Foothills provided PEG access, not direct cable access, their 9-member Board was made up of community volunteers, and CMF provided a total of \$180,000 towards the construction of the studio, which included a \$30,000 grant from Altrio Communications, not Champion Broadband.

Public Input:


1. City Clerk Atkins summarized statements submitted by resident Dorothy Kelty via email, which were received too late to distribute hard copies.
2. Lorrain Graindstaff, Attorney for Community Media of the Foothills

Following discussion, it was moved by Councilmember Adams, seconded by Councilmember Spicer, to Approve the Lease Agreement with Community Media of the Foothills (CMF) for use of the Mary Wilcox Youth Center Studio for the period ending June 30, 2018, with an option to extend for an additional five-year period ending June 30, 2023, and authorize the City Manager to execute the necessary documents.

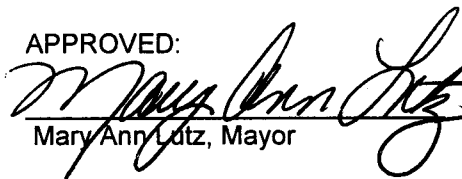
**SCHEDULED MEETINGS:** The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, June 18, 2013, 7:30 p.m., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT:** At 10:06 p.m., Mayor Lutz adjourned the meeting in memory of James Forest Weber, father of Streets Leadworker Lon Buckelew; Mary Lee Johnson, grandmother of Management Analyst I Alexis Newell; and May Chu, mother of Congresswoman Judy Chu.

ATTEST:

  
Alice D. Atkins, CMC, City Clerk

APPROVED:

  
Mary Ann Lutz, Mayor