



**REGULAR MEETING
of the
MONROVIA CITY COUNCIL
City Council Chambers
Tuesday, June 5, 2012
7:30 P.M.**

AGENDA SUMMARY

CONVENE	Mayor Mary Ann Lutz
INVOCATION	Police Chaplain Terrence Brown
PLEDGE OF ALLEGIANCE	Councilmember Larry Spicer
ROLL CALL	Councilmembers Adams, Shevlin, Spicer, Mayor Pro Tem Garcia and Mayor Lutz.

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

PR-1 Recognition of Amanda Aguilar, Recipient of the 2012 Youth Volunteer Award

Congressman David Dreier recently honored the efforts of young volunteers at his 2012 Youth Volunteer Award (YVA) Program. Of the forty high school students from throughout the San Gabriel Valley and Inland Empire who participated in this year's program, Monrovia High School student Amanda Aguilar was named the winner of the 2012 Youth Volunteer Award. The Mayor and City Council will present Ms. Aguilar with a certificate to recognize her outstanding volunteerism efforts that led to this achievement.

PR-2 Recognition of Monrovia Starlings GU 14 Volleyball Team

The Mayor and City Council will recognize the efforts of the Monrovia Starlings GU14 (girls under 14) volleyball team and wish them well as they go on to play in the USA Volleyball Girls' Junior National Championships. During the season, the team competed against elite teams from California, Colorado, Arizona, Nebraska, and Hawaii. The team has 11 girls on it, with Clifton and Santa Fe Middle Schools, and Monrovia High School all represented.

PR-3 Introduction of Newly Hired Fire Department Employees, Firefighter/Paramedics Joseph Jansen and John Claypool

Fire Chief Chris Donovan will be on hand to introduce the newly hired Fire Department employees, Firefighter/Paramedics Joseph Jansen and John Claypool, to the Mayor, City Council and the community.

STUDENT GOVERNMENT REPRESENTATIVE REPORT

Student Liaison Kevin Greenwood

ORDER OF BUSINESS**CONSENT CALENDAR**

- CC-1 Unadopted Minutes of the May 15, 2012, Regular Meeting of the Monrovia City Council**
- CC-2 Payroll No. 11 in the Amount of \$523,322.20, and Voucher Nos. 177554 through 177859 (Checks) and 137 through 154 (EFT) in the Total Amount of \$933,573.09**
- CC-3 Amendment to the Fiscal Year 2011-12 Agreement with Los Angeles County for the Provision of General Public Paratransit Service to County Residents**

Monrovia Transit has provided general public demand response service to County of Los Angeles residents in the unincorporated areas south of Monrovia since November of 1994. The service area includes the "Duarte, Monrovia, Arcadia, and El Monte County Islands."

The County is requesting approval of its Monrovia Transit budget amendment increase from \$185,000 to \$210,000. Ridership growth, a service rate increase, and higher gas prices have placed a greater demand on the City and County's budget for Monrovia Transit in Fiscal Year 2011-12. City and County staff believe that this increase will adequately cover the County's portion of Monrovia Transit expenses for the remainder of the Fiscal Year.

Approval of this agreement will not incur extra cost onto the City of Monrovia since the City will be reimbursed by the County for its fair share of service to their residents.

Staff recommends approval of the amendment.

A copy of the contract is available in the Office of the City Clerk for review.

If the City Council concurs, the appropriate action would be a motion to:

Approve the Fiscal Year 2011-12 amendment, thereby increasing the County of Los Angeles' maximum expenditure from \$185,000 to \$210,000.

- CC-4 Renewal of Agreement with Los Angeles County for the Provision of General Public Dial-a-Ride Transportation Service to County Residents for the Period July 1, 2012, through June 30, 2016**

The County of Los Angeles would like to continue its transportation partnership with the City of Monrovia for the four-year period of July 1, 2012, through June 30, 2016. The County's maximum obligation is \$1,197,000. Monrovia Transit has provided general public demand

response service to County residents in the unincorporated areas south of Monrovia since 1994. The service area includes the "Duarte, Monrovia, Arcadia, and El Monte County Islands."

Approval of this agreement will not incur extra cost onto the City of Monrovia since the City will be reimbursed by the County for its fair share of service to their residents. Actually, while hard to quantify, providing trips to County residents is an economic benefit to the City since a large portion of the trips made by County residents are to Monrovia businesses. The City will also be reimbursed by the County for thirty percent (30%) of the total vehicle purchase cost each time Monrovia Transit vehicles are replaced.

Staff recommends approval of the renewal of the agreement. A copy of the contract is available in the Office of the City Clerk for review.

If the City Council concurs, the appropriate action would be a motion to:

Approve the four-year agreement with Los Angeles County to provide Dial-a-Ride services on Monrovia Transit for the designated County unincorporated areas south of the City and authorize the City Manager to execute the necessary documents.

CC-5 Two-Year Extension of Contract with William Marino Enterprises, Inc., for Graffiti Removal Services in the Amount of \$62,194.24 for Fiscal Year 2012-2013, with a Consumer Price Index (CPI) Increase for Fiscal Year 2013-2014

The Graffiti Removal Program is a contract service administered by the Department of Public Works, Parks Division since 1993. The service provides graffiti removal from City sidewalks, buildings, signs, freeway underpasses, and alleys and walls viewed from the public street. Due to budget constraints, no increase in service cost has occurred since Fiscal Year 2009-2010.

Based on William Marino Enterprises' history of excellent service and partnership with the City, Staff is recommending a two-year extension to the existing contract, expiring June 30, 2014. The proposed contract increased costs from \$46.26 per hour (FY 2011-2012) to \$47.27 (FY 2012-2013) per hour, not to exceed a total amount of \$62,194.24 in Fiscal Year 2012-2013. Proposed Fiscal Year 2012-2013 costs reflect a 2.2 percent increase based on the change in Consumer Price Index (CPI) (April 2011 to April 2012). An adjustment based on the percentage increase in fuel costs, but not to exceed CPI, was requested for FY 2013-2014 costs. A new/renewed contract is planned for Fiscal Year 2014-2015.

If the City Council concurs, the appropriate action would be a motion to:

Approve the two-year extension of contract with William Marino Enterprises, Inc., for Graffiti Removal Services in the amount of \$62,194.24 for Fiscal Year 2012-2013, with a Consumer Price Index (CPI) increase for Fiscal Year 2013-2014, and authorize the City Manager to execute the necessary documents.

CC-6 Amendment to the Contract with West Coast Arborists, Inc., for City Tree Maintenance Services, Emergency Brush Clearance and Vegetation Management in the Amount of \$166,508.00 for Fiscal Year 2012-2013, with a Consumer Price Index (CPI) Increase for Each Subsequent Year for the Period Ending June 30, 2015

The City's Tree Maintenance Program is included within the Citywide Lighting and Landscape Maintenance Assessment District. Services have been contracted since 1985 and include parkway tree trimming, special trimming, emergency parkway service, weed abatement, and City street and park tree maintenance.

On May 5, 2009, the City Council awarded West Coast Arborists, Inc., a three-year contract extension in the amount of \$114,000.00 per fiscal year. There were no cost increases since 2009 as the existing contract held costs through fiscal year 2011-12. The current contract will expire on June 30, 2012.

Staff requested and received a proposal from West Coast Arborists, Inc., to amend the current contract to extend the agreement's term by three years and to revise the scope of services to include maintenance activities such as stump removal and tree planting. Additionally, the proposal reflects the City's change from a four-year to six-year tree trimming cycle. This change is already being implemented by Staff to assist with resource constraints in the Lighting and Landscape district Fund.

In addition to the City's ongoing tree maintenance program, the Fire Department has requested that emergency brush clearance and vegetation management services be available through the contract services. Based on this request, the scope of services has been revised and an additional \$50,000.00 has been added to the contract's not to exceed amount. Emergency brush clearance and vegetation management services will be utilized based on the availability of pending grant funds from the California Fire Safe Council Grant.

If the City Council concurs, the appropriate action would be a motion to:

Approve the amendment to the agreement with West Coast Arborist, Inc., for City Tree Maintenance, Emergency Brush Clearance and Vegetation Management Services to in the amount of \$166,508.00 for Fiscal Year 2012-2013 with a Consumer Price Index (CPI) increase for each subsequent year ending June 30, 2015; and authorize the City Manager to execute the necessary documents.

CC-7 Two-year Extension of Contract for the Period Ending June 30, 2014, with a Third-year Option for Equipment Maintenance Services with Parking Company of America in an Annual Amount Not To Exceed \$95,680.00

On October 4, 2005, City Council approved the original three-year contract with Parking Company of America (PCA). Since 2008, the agreement has been amended four times due to maintenance cost reductions and extensions to the original contract. In an effort to assist the City with budget constraints, PCA has foregone any rate increases since 2008. The contract with PCA is an intricate part of the Public Works fleet maintenance program. Over the years, PCA has exceeded staff's expectation in overall maintenance performance.

Based on the City's continued success with PCA and their offer to extend the contract with no cost increases, Staff is recommending a two-year agreement extension, with an optional one-year extension. The proposed agreement's initial term would expire June 30, 2014, and is not to exceed \$95,680.00 per fiscal year.

If the City Council concurs, the appropriate action would be a motion to:

Approve a two-year extension of contract for the period ending June 30, 2014, and a third-year option with Parking Company of America for Equipment Maintenance Services in an annual amount not to exceed \$95,680.00, and authorize the City Manager to execute the necessary documents.

CC-8 Professional Engineering Services Agreement with Omnis Incorporated related to a Pavement Management System (PMS) Update in an Amount Not to Exceed \$12,850.00

Pavement management is the process of planning the maintenance and repair of a network of roadways or streets to optimize pavement conditions over the entire network. A Pavement Management System (PMS) is a planning tool used to aid street pavement management decisions. It is designed to provide objective information and useful data for analysis so that street managers can make more consistent, cost-effective, and justifiable decisions related to the preservation of a pavement network.

A Pavement Management System Certification is required for Local Return funding on streets and roads, and also for bike projects. This certification must be submitted to Los Angeles County Metropolitan Transportation Authority (LACMTA) triennially; the City of Monrovia's PMS certification is due by June 30, 2012.

On May 23, 2012, the Engineering Division received 12 proposals for professional consulting services to update the City's Pavement Management System. The bid proposals ranged from \$12,850 to \$49,310. The proposals were evaluated based on the basis of the consultant's demonstrated competence and qualifications. Based on the overall review, Staff recommends Omnis Incorporated.

If the City Council concurs, the appropriate action would be a motion to:

Approve a Professional Engineering Services Agreement with Omnis Incorporated in an amount not to exceed \$12,850.00 to perform field inspections related to the Pavement Management System (PMS) update, and authorize the City Manager to execute the necessary documents.

CC-9 Award of Contract to General Pump Company in the Amount of \$125,871.00 for the Rehabilitation of Well No. 3, Project No. C-3054

The Capital Improvement Projects for Fiscal Year 2011-2012 included rehabilitation of Well No. 3. To maintain the well pumps and motors operating at peak efficiency and prevent system failures, the City of Monrovia Utilities Division schedules the rehabilitation of one well per year creating a five-year cycle. Well No. 3 was last rebuilt in 2001; rehabilitation has since been delayed due to budget constraints and other maintenance priorities.

The proposed project was advertised, and Public Works conducted a mandatory job walk at the work site. Two contractors were present for the job walk: Layne Christensen Company and General Pump Company. The two bids received from the contractors ranged from \$125,871.00 to \$233,511.28. The bids were evaluated based on total cost and ability to complete the work.

Staff recommends awarding a contract to General Pump Company.

If the City Council concurs, the appropriate action would be a motion to:

Award a contract to General Pump Company in the amount of \$125,871.00 for the Rehabilitation of Well No. 3, Project No. C-3054, and authorize the City Manager to execute the necessary documents.

CC-10 Supervisory Control and Data Acquisition (S.C.A.D.A) System Upgrades by Emerson Process Management in the Amount of \$111,724.00

In 2002, the Department of Public Works purchased and installed a state-of-the-art water production system, known as S.C.A.D.A. S.C.A.D.A. has the capability of controlling various aspects of the water production system using real time data (centrally or remotely), and can also provide information indicating the City of Monrovia's compliance with applicable federal regulations required by the State of California Department of Public Health. The current system hardware and software are outdated; the latest upgrades were in August 2008. The outdated technology has caused the system to slow down considerably and, at times, to freeze.

The system's hardware and software are in need of upgrading to the latest version of the S.C.A.D.A.; the latest upgrades were in August 2008. The proposed new system's hardware and software package will bring the City's system up-to-date and will eliminate the existing delays and freezes.

Staff has requested and received a proposal from Emerson Process Management; they are the sole source of the Public Works S.C.A.D.A. System. Costs are to be paid over the next three-year period.

If the City Council concurs, the appropriate action would be a motion to:

Approve upgrades to the Supervisory Control and Data Acquisition (S.C.A.D.A.) System by Emerson Process Management in the amount of \$111,724.00.

CC-11 Renewal of Annual Software Maintenance Agreements with 3M, Cook Arthur, Environmental Science Research Institute (ESRI), SirsiDynix, Spillman Technologies and Tyler Technologies for Fiscal Year 2012-2013

The City's financial computer application, MUNIS, the Library's management system, Horizon, Library's self checkout and security system, the City's Geographical Information Systems (GIS) software, ArcGIS, the Police dispatch and records management system, Spillman, and the document management application, OnBase, have annual support agreements which provide for ongoing software support and software upgrades when they become available. The support agreements provide for problem resolution of the software regardless if it is a user error or a software issue. The City takes advantage of both in-person and on-line help tools in supporting its applications.

If the City Council concurs, the appropriate action would be a motion to:

Authorize the renewal of software maintenance agreements for 3M, Cook Arthur, ESRI, SirsiDynix, Spillman Technologies and Tyler Technologies, as detailed in the staff report.

CC-12 Annual Performance Review for the Exclusive Residential Solid Waste Franchise Agreement with Athens Services

In accordance with their Exclusive Residential Franchise Agreement (Agreement), Athens Services is required to submit an Annual Report providing a comprehensive overview of their operations in Monrovia for the prior calendar year. Athens' Annual Report was received by the Public Works Department on May 8, 2012. Staff analyzed their report, along with City surveys and customer service/complaint logs, to assess their performance review and determine if Athens Services satisfied the requirements of their Agreement. The complete breakdown of information received is detailed in the full report.

Athens Services continues to provide Customer Service Satisfaction Survey cards at City Hall, Public Works, via Athens Services' web page, and to personal contacts made by the Route Supervisor while in the field. In addition, Athens Services' website was updated to include flyers, brochures, and information related to the amended Agreement's service changes.

If the City Council concurs, the appropriate action would be a motion to:

Receive and file Athens Services' 2011 Annual Performance Review for the Exclusive Residential Solid Waste Franchise Agreement.

CC-13 Athens Services Annual Service Rate Adjustments for the Collection of Residential Solid Waste Pursuant to the Exclusive Residential Solid Waste Franchise Agreement, Resolution No. 2012-24

Pursuant to the Exclusive Residential Franchise Agreement (Agreement), Athens Services is eligible for an annual rate adjustment conditioned on Athens Services' satisfactory performance of their contracted services in the prior calendar year. Standard rate adjustments are based on the Consumer Price Index (CPI) change (1.52% increase from FY 2010-2011), Puente Hills Landfill disposal tipping fees (0.39% increase from FY 2010-11) and the Puente Hills Landfill green waste tipping fees (0% increase from FY 2010-2011).

Athens Services submitted an Annual Service Rate Adjustment request to the City on May 21, 2012. The request included rate increases for standard and non-standard collection services.

Staff reviewed the Rate Adjustment Request and verified that the rates are commensurate with the Rate Adjustment formulas reflected in the Agreement. The proposed rates are outlined in detail in Exhibit A of Resolution No. 2012-24 and would be effective July 1, 2012.

If the City Council concurs, the appropriate action would be a motion to:

Adopt Resolution No. 2012-24.

PUBLIC INPUT**PUBLIC HEARINGS / MEETINGS**

None

REPORTS OF CITY COUNCILMEMBERS & SUB-COMMITTEES

- RCC-1** Mayor Lutz
- RCC-2** Mayor Pro Tem Garcia
(a) International Council of Shopping Centers Conference
- RCC-3** Councilmember Adams
- RCC-4** Councilmember Shevlin
(a) Clean-up Challenge
- RCC-5** Councilmember Spicer
(a) MAP Neighborhood Conference

ADMINISTRATIVE REPORTS**AR-1 Economic Development Action Plan Status and Successor Agency Dissolution Update**

Darlene Sanchez, Senior Project Manager, will review the Staff Report.

The City of Monrovia has a thriving economic and business portfolio that has been positively impacted by the assistance of the former Monrovia Redevelopment Agency. Now that the Governor has eliminated this tool, the City has begun the process to unwind the former Redevelopment Agency and to continue to work on strengthening economic development activities. As a result, the Successor Agency was created to wind-down the former Redevelopment Agency's affairs, and the Oversight Board – which will be charged with approving the financial obligations of the Successor Agency, among other activities – has now had two meetings. Meanwhile, economic development activities continue to forge ahead, including performing critical business retention activities such as the Business Visitation Program, the Fill-Up Old Town Campaign and increasing marketing efforts. Staff is also focusing efforts on job development and strengthening the relationship with local brokers and CEOs.

If the City Council concurs, the appropriate action would be a motion to:

Receive and file the report.

PUBLIC INPUT, CONTINUED, IF NEEDED**ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED****SCHEDULED MEETINGS**

The next Regular Meeting of the Monrovia City Council is scheduled for Tuesday, June 19, 2012, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT

IN MEMORY OF

Ricky Martin, Monrovia High School Mathematics Teacher

Mike Pollard, Longtime Monrovia Resident, Rotary Club Member, and Monrovia High School Alumnus

Respectfully submitted,

Laurie Lile
City Manager

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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. Copies of individual Agenda Reports are available via email upon request (aatkins@ci.monrovia.ca.us).