

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, NOVEMBER 19, 2013, 7:30 P.M.**

**STUDY SESSION:** Mayor Mary Ann Lutz convened the Special Meeting/Budget Study Session Meeting of the Monrovia City Council at 6:00 p.m. on Tuesday, November 19, 2013, in Police Department Community Room, 140 E. Lime Avenue, Monrovia, California, at which all Councilmembers were present to discuss an overview of operational costs, including identifying restricted and unrestricted funds. Mayor Lutz adjourned the Special Meeting at 7:00 p.m.

**CONVENE:** Mayor Lutz convened the Regular Meeting of the Monrovia City Council of Tuesday, November 19, 2013, at 7:30 p.m. in City Council Chambers. In attendance were Interim City Manager Francis M. Delach, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins.

**INVOCATION:** Pastor Ulises Gutierrez led the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember Tom Adams 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:** None.

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Introduction of Adult Services Librarian II Norma Durian:** Acting Library Division Manager Linda Granicy introduced newly hired Adult Services Librarian II Norma Durian to the Mayor, City Council, and community.

**PR-2 Presentation of League of California Cities Helen Putnam Award:** Jennifer Quan, League of California Cities, presented the Helen Putnam Award to the Mayor and City Council, recognizing the success and importance of the YES! Youth Employment Services Program. Also recognized were Former Mayor Rob Hammond and Former Councilmembers Dan Kirby and Joe Garcia, as well as key partners in the program, including the Monrovia Unified School District, Monrovia Chamber of Commerce, and Santa Anita Family YMCA.

**PR-3 Proclaiming the Month of December as "Shop Monrovia Month":** The Mayor and City Council presented a proclamation to Karin Crehan, Executive Director of the Monrovia Chamber of Commerce, recognizing the importance of shopping local.

**PR-4 Recognition of Retiring Community Services Director April Soash:** The Mayor and City Council recognized April Soash for her 32 years of service to the community and wished her well in her retirement.

**STUDENT GOVERNMENT REPRESENTATIVE REPORT:** Student Liaison Kevin Lee reported on past and future activities at the high school.

**ORDER OF BUSINESS:** Interim City Manager Fran Delach stated there were no changes to the order of business.

**CONSENT CALENDAR:** It was moved by Councilmember Adams, seconded by Councilmember Blackburn, to approve the consent calendar. The motion carried unanimously. The Consent Calendar consisted of the following Agenda items:

**CC-1 Unadopted Minutes of the October 30, 2013, Special Meeting and the November 5, 2013, Special and Regular Meetings of the Monrovia City Council:** The City Council adopted the Minutes of the October 30, 2013, Special Meeting and the November 5, 2013, Special and Regular Meetings.

**CC-2 Payroll No. 23 in the Net Amount of \$499,182.02, and Warrant Register dated October 31, 2013, in the Total Amount of \$1,504,149.63:** The City Council approved Payroll No. 23 in the net amount of \$499,182.02, and Warrant Register dated October 31, 2013, in the total amount of \$1,504,149.63.

**CC-3 Ridgeside Drive Sewer Main Replacement, Project No. C-3049; Acceptance of Work, Approval of Change Orders, Filing Notice of Completion, and Release of Retention in the Amount of \$6,067.58 to Gentry Brothers Inc., for a Total Contract Amount of \$121,351.50:** The City Council accepted the work as completed, approved all change orders, directed the City Clerk to file the Notice of Completion, and authorized the release of retention to Gentry Brothers, Inc., in the amount of \$6,067.58 thirty five (35) days after the recordation of the Notice of Completion with the Los Angeles County Recorder's office.

**CC-4 Amendment to Contract with WM Curbside, LLC, for E-Waste and Household Hazardous Waste (HHW) Collection Services for the Period Ending November 30, 2015:** The City Council approved an amendment to the service agreement with WM Curbside, LLC, for the period ending November 30, 2015, and authorized the City Manager to execute the necessary documents.

**PUBLIC INPUT:**

1. Katie Gundersen, Monrovia Association of Fine Arts, and MUSD Students
2. Richard Mountjoy, Monrovia
3. Pam Fitzpatrick, Old Town Merchants
4. Clint Stamps and Robert Parry, VFW Post 2070
5. Karin Crehan, Monrovia Chamber of Commerce

Mayor Lutz provided clarification regarding allegations made by Mr. Mountjoy with respect to a vote of the San Gabriel Valley Council of Governments regarding proposed legislation for the National Recreation Area.

**PUBLIC HEARINGS / MEETINGS:**

**PH-1 Historic Landmark HL-129/Mills Act MA-120 for the Property Located 505 North Alta Vista Avenue by Property Owners Eric and Laura Laun; Resolution No. 2013-50**

Craig Jimenez, Planning Division Manager, reviewed the Agenda Report.

Councilmember Blackburn inquired about the length of the Mills Act.

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

It was moved by Councilmember Adams, seconded by Councilmember Spicer, to adopt Resolution No. 2013-50, approve a Mills Act Contract with the property owners at 505 North Alta Vista Avenue, and authorize the City Manager to execute the necessary documents. The motion carried unanimously.

**PH-2 CANCELLED - Amendment to Title 12, Chapter 36 (Storm Water and Urban Runoff Pollution Control) of the Municipal Code, relating to Low Impact Development, Introduction and First Reading of Ordinance No. 2013-06**

This noticed Public Hearing was cancelled and was not rescheduled.

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

Mayor Lutz asked Interim City Manager Delach to provide an update regarding the placement of K-Rail and gravel bags as part of the Madison Fire mitigation efforts, which included CERT volunteers assisting elderly residents with placement of gravel bags, status of the debris wall being constructed by the Los Angeles County Flood Control District, reinspection of Heather Heights by County staff, and evaluating the feasibility of seeding the hillsides in hopes of reducing length of time for K-Rail placement.

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

- (a) Update on Construction at 316 South Myrtle Avenue: Community Development Director provided an update on the status of construction and efforts to encourage the developer to complete the project in a timely manner.
- (b) Update on Puente Hills Landfill closure

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

- (a) Upcoming events in the community
- (b) Monrovia Association of Fine Arts evaluating grants from National Endowment for the Arts for possible projects in partnership with the City
- (c) 2014 Rose Parade Float honoring World War II female pilots; 6,690 Monroviaans served in World War II

**RCC-3 Councilmember Tom Adams:**

- (a) 150<sup>th</sup> Anniversary of President Lincoln's Gettysburg Address
- (b) Requested Staff to include "Most Festive K-Rail" category in annual holiday home decorating contest

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

- (a) Update on Economic Development Corporation: City Attorney Steele provided background and details on Economic Development Corporations.
- (b) In response to questions posed at the last meeting, City Attorney Steele opined that crowd-source funding (e.g. Kickstarter) was a tool the City could use for fund raising.
- (c) Update on Reusable Bag Regulations Committee: Interim City Attorney Delach stated the committee had been formed and would meet after the Thanksgiving holiday aiming to conclude within two to three meetings and report back to City Council after the first of the year.

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

**ADMINISTRATIVE REPORTS:****AR-1 Status on Update to the Housing Element of the General Plan**

Craig Jimenez, Planning Division Manager, reviewed the Agenda Report.

Following discussion, it was moved by Councilmember Adams, seconded by Mayor Pro Tem Shevlin, to receive and file the report. The motion carried unanimously.

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

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

**SCHEDULED MEETINGS:** The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, December 3, 2013, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California, preceded by a Special Meeting/Study Session to discuss Station Square Public Improvements Concept Design.

**ADJOURNMENT:** At 10:15 p.m., Mayor Lutz adjourned the meeting in memory of Elizabeth Anne Ortlund, mother of Police Lieutenant Nels Ortlund, Ruth Moyle, grandmother of Police Records Clerk Lori Bashford, and Robert Lee Smith, longtime resident and longest-serving firefighter (41 years) for the City of Vernon.

ATTEST:

*Alice D. Atkins*  
for Alice D. Atkins, CMC, City Clerk

APPROVED:

*Mary Ann Lutz*  
Mary Ann Lutz, Mayor