

MONROVIA CITY COUNCIL AGENDA

City Council Chambers
415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting Tuesday, December 15, 2015, 7:30 P.M.



73RD CITY COUNCIL

Tom Adams
Mayor

Larry J. Spicer
Mayor Pro Tem

Alexander C. Blackburn
Councilmember

Gloria Crudgington
Councilmember

Becky A. Shevlin
Councilmember

Stephen R. Baker
City Treasurer

Alice D. Atkins
City Clerk

Oliver Chi
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. Copies of individual Agenda Reports are available via email upon request (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. 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 73rd
MONROVIA CITY COUNCIL
City Council Chambers
415 South Ivy Avenue
Tuesday, December 15, 2015
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.

CONVENE Mayor Tom Adams

INVOCATION

PLEDGE OF ALLEGIANCE Councilmember Alexander Blackburn

ROLL CALL Councilmembers Alexander C. Blackburn, Gloria Crudgington, Becky A. Shevlin, Mayor Pro Tem Larry J. Spicer, and Mayor Tom Adams

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

PR-1 Recognition of Carson Edgington, National Park Service Junior Ranger

PR-2 Recognition of 2016 Monrovia Water Conservation Calendar and 5th Grade Art Contest Winners
Staff Reference: Richard Paez, Customer Service Outreach Coordinator

PR-3 Recognition of the 2015 Holiday Parade Sponsor and Parade Award Winners
Staff Reference: Lisa Hansberger, Senior Recreation Supervisor

PR-4 Recognition of the 2015 Holiday Home Decorating Contest Winners
Staff Reference: Lisa Hansberger, Senior Recreation Supervisor

STUDENT GOVERNMENT REPRESENTATIVE REPORT

Student Liaison Bailey Underhill

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 December 1, 2015, Regular Meeting of the Monrovia City Council
Staff Reference: Alice Atkins, City Clerk
Recommendation: Adopt the Minutes of the December 1, 2015, Regular Meeting

CC-2 Payroll No. 25 in the Net Amount of \$592,139.53, and Warrant Register dated November 25, 2015, in the Total Amount of \$1,292,927.23
Staff Reference: Mark Alvarado, Director of Administrative Services
Recommendation: Approve Payroll No. 25 in the net amount of \$592,139.53, and Warrant Register dated November 25, 2015, in the total amount of \$1,292,927.23

- CC-3 Approval of the 2016 Local Appointments List and Designation of the Monrovia Public Library to Receive a Copy of the List**
 Staff Reference: Alice Atkins, City Clerk
 Recommendation: Approve the Local Appointments List and designate the Monrovia Public Library to receive a copy of the list
- CC-4 Consultant Services Agreement with GreenLeaf Events, Inc., for Event Services Related to the Monrovia Old Town Merchants New Year's Eve Event**
 Staff Reference: Lisa Hansberger, Senior Recreation Supervisor
 Recommendation: Approve the agreement with GreenLeaf Events, Inc., for event services related to the Monrovia Old Town Merchants New Year's Eve event and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 Second Amendment to the Professional Services Agreement with Willdan Group, Inc., related to Project Administration of the Connector Pipe Screen Installation Project, Extending the Term for a Six-Month Period Ending June 30, 2016**
 Staff Reference: Sharon Gallant, Environmental Services Coordinator
 Recommendation: Approve an amendment to the Professional Services Agreement with Willdan Group, Inc., extending the term six-months, ending June 30, 2016, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 Designate Gibson Transportation Consulting, Inc., as the City's Traffic Engineer**
 Staff Reference: Brittany Mello, Management Analyst
 Recommendation: Designate Gibson Transportation Consulting, Inc. as the City's Traffic Engineer, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 Authorization to Solicit Bids for Rehabilitation of Well No. 4, Project No. C-3082**
 Staff Reference: Sean Sullivan, Management Analyst
 Recommendation: Authorize staff to proceed with the notice inviting bids for the Rehabilitation of Well No. 4, Project No. C-3082

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 - None

REPORTS OF CITY MANAGER AND STAFF - None

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

RCC-1 Mayor Tom Adams

RCC-2 Mayor Pro Tem Larry J. Spicer

RCC-3 Councilmember Alexander C. Blackburn

RCC-4 Councilmember Gloria Crudgington

RCC-5 Councilmember Becky A. Shevlin

ADMINISTRATIVE REPORTS

- AR-1 Lease and Improvement Agreement with Daylight Limited, LLC for the Rehabilitation and Adaptive Reuse of the Historic Santa Fe Depot**
 Staff Reference: Oliver Chi, City Manager, and Lauren Vasquez, Deputy City Manager
 Recommendation: Approve the Agreement between the City and Daylight Limited, LLC, in a form acceptable to the City Manager and the City Attorney and authorize the City Manager to execute the agreement; authorize the City Manager to disburse improvement funds in an amount not to exceed \$1.5 million for the rehabilitation of the Depot as stipulated in the Agreement, and take other certain related actions therewith
- AR-2 Amendment to Chapters 5.04 and 5.96 of Title 5 of the Monrovia Municipal Code to Prohibit the Delivery of Marijuana and Medical Marijuana Products and Mobile Marijuana Dispensaries in the City, Introduction and First Reading of Ordinance No. 2015-15**
 Staff Reference: Craig Steele, City Attorney
 Recommendation: Introduce, waive further reading, and read by title only Ordinance No. 2015-15
- AR-3 Historic District Process Overview**
 Staff Reference: Craig Jimenez, Planning Division Manager
 Recommendation: Receive and file the report
- AR-4 Consultant Services Agreement with Precision Concrete Cutting for Sidewalk, Curb, and Gutter Assessment Services Related to the Monrovia Renewal Infrastructure Improvement Program**
 Staff Reference: Sean Sullivan, Management Analyst
 Recommendation: Approve the agreement with Precision Concrete Cutting for sidewalk, curb, and gutter assessment services authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- AR-5 Professional Services Agreements with Civiltec Engineering, Inc. for Professional Services Associated with the Engineering and Design of New Water Utility Facilities Pursuant to the Monrovia Renewal Infrastructure Improvement Program in an Amount Not to Exceed \$616,620.00**
 Staff Reference: Brittany Mello, Management Analyst
 Recommendation: Approve the agreements with Civiltec Engineering, Inc., for professional services associated with the engineering and design of the Oakglade Reservoir and a new well for an amount not to exceed \$616,620.00, and to authorize the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney
- AR-6 Task Order with RKA Engineering for Engineering Design Services for an Amount Not to Exceed \$14,625.00 and Approval of a Consultant Services Agreement with J.M. Yamashita for Landscape Design Services for an Amount Not to Exceed \$8,500.00 for Julian Fisher Park Improvements**
 Staff Reference: Sean Sullivan, Management Analyst
 Recommendation: Approve the task order with RKA Consulting Group for design engineering services and the Consultant Services Agreement with J.M. Yamashita for landscape design services for the overall Julian Fisher Park Improvement Project, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

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

MHA CONVENE

Chairman Tom Adams

MHA ROLL CALL

Boardmembers Alexander C. Blackburn, Gloria Crudgington, Becky A. Shevlin, Vice-Chairman Larry J. Spicer, Chairman Tom Adams

MHA CONSENT CALENDAR

MHA CC-1 Unadopted Minutes of September 15, 2015, Regular Meeting of the Monrovia Housing Authority

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the minutes of the September 15, 2015, Regular Meeting

MHA CC-2 Fiscal Year 2014-2015 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2014-2015 Housing Successor Annual Report

Staff Reference: Buffy Bullis, Finance Division Manager

Recommendation: Receive and file the 2014-2015 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2014-2015 Housing Successor Annual Report

MHA PUBLIC HEARINGS/MEETING – None

MHA ADMINISTRATIVE REPORTS – None

MHA ADJOURNMENT

RECONVENE CITY COUNCIL MEETING**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, January 19, 2016, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California. NOTE: The January 5, 2016, Regular Meeting has been cancelled.

ADJOURNMENT**IN MEMORY OF**

John Zessau, Father-in-Law of Recreation & Library Division Manager Kerri Zessau

Yolanda Lee, Mother of Field Services Office Coordinator Daniel Lee

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 11th day of December, 2015.

Alice D. Atkins CMC, City Clerk