



CITY COUNCIL AGENDA REPORT



DEPARTMENT: Administration

MEETING DATE: April 20, 2010

PREPARED BY: Alice D. Atkins, City Clerk

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the April 6, 2010 Regular Meeting of the Monrovia City Council.

OBJECTIVE: To adopt the minutes of the April 6, 2010 Regular Meeting of the Monrovia City Council.

BACKGROUND: The purpose of the Minutes is to record the actions taken by the legislative body.

RECOMMENDATION: Staff recommends that the City Council adopt the minutes of the Regular Meeting of the Monrovia City Council of April 6, 2010.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to adopt the minutes of the April 6, 2010 Regular Meeting of the Monrovia City Council.

CC-1

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, APRIL 6, 2010, 7:30 P.M.**

CONVENE: Mayor Mary Ann Lutz convened the Regular Meeting of the Monrovia City Council of Tuesday, April 6, 2010, at 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were City Manager Scott Ochoa, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins.

INVOCATION: Reverend Jim DeFoe gave the Invocation.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Tom Adams led the Pledge of Allegiance.

ROLL CALL: In attendance were Councilmember Joe Garcia, Clarence R. Shaw, Becky A. Shevlin, Mayor Pro Tem Tom Adams and Mayor Mary Ann Lutz.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Proclaiming the Month of April 2010 as "Child Abuse Prevention Month"

Child Abuse Prevention Month was observed each April since its first presidential proclamation in 1983. Since that time, individuals and organizations joined together during April to raise the public's awareness of child abuse, family violence and their prevention.

Kimberly Rohde from the San Gabriel Valley Child Abuse Prevention Council and Santa Anita Family Service was in attendance and accepted the Proclamation from the Mayor and City Council.

STUDENT GOVERNMENT REPRESENTATIVE REPORT: Student Liaison Savannah Spicer reported on past and future activities at the high school.

ORDER OF BUSINESS: City Manager Scott Ochoa announced that RCC-1(a) and RCC-1(b) would be moved forward to follow Consent Calendar.

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

CC-1 Unadopted Minutes of the March 16, 2010 Regular Meeting of the Monrovia City Council

CC-2 Payroll No. 7 in the Amount of \$533,039.35 and Voucher Nos. 163940 through 164320 in the Amount of \$1,724,995.05

CC-3 Emergency Sewer Main Replacement Project, 300 Block of Magnolia Avenue; Acceptance of Work, Filing of Notice of Completion, and Final Payment in the Amount of \$3,874.00 to Nikola Corporation: On November 19, 2009 there was a sewage back-up on the 300 Block of Magnolia Avenue between Monroe Place and Greystone Avenue. The inspection revealed several portions of the sewer main, as well as the top of the main, to be missing with tree root intrusion within the sewer main. The inspection of the sewer main also showed signs of sporadic cracking of the sewer pipe between Monroe Place and Greystone Avenue. The findings concluded possible failure of the vitrified clay pipe on several locations and an emergency removal and replacement of the pipe from the upper sewer manhole to lower manhole was necessary to address the problems.

On January 5, 2010, the City Council concurred to take immediate action and awarded an emergency contract to Nikola Corporation to not exceed \$40,000.00. The Notice to Proceed for the project was issued to the contractor on January 13, 2010, and the project was completed on February 9, 2010. The project's total cost, based on the contract's lump sum cost, was \$38,740.00. There were no change orders issued to this contract.

CC-4 Well Field Gate Emergency Repair; Acceptance of Work, Filing Notice of Completion and Payment to San Gabriel Valley Ornamental Iron Works in the Total Project Amount of \$7,695.00:

On Friday morning, February 5, 2010, staff discovered that during the preceding night the Peck Road fence and gate had sustained major damage by an unknown vehicle. On February 16, 2010, Council approved expenditures for emergency repairs not to exceed \$10,000 to San Gabriel Valley Ornamental Iron Works (SGVOIW).

Repairs to the fencing and gate metalwork were completed and Staff inspected all work to verify quality, proper operation, and compliance with regulations. Acceptance of work performed by SGVOIW and approval of payment would allow Staff to complete the project closure process.

CC-5 Memorandum of Understanding; Amend Personnel Rules and Regulations to Provide Compensation and Supplemental Benefits Effective Fiscal Year 2009-2010 for Management Employees, Appendix "C," Resolution No. 2010-15 and Mid-Management Employees, Appendix "H," Resolution No. 2010-16: It was recently brought to the City's attention that Appendices "C" and "H" describing compensation and benefits provided for Management and Mid-Management employees were incomplete. Staff recommended that these Appendices be amended to clarify compensation and benefits provided to these classes of employees.

Management and Mid-Management employees, while not part of any formally recognized employee association, were generally eligible to receive benefits provided for the respective employee associations. The City's longstanding and established precedent facilitated the payment of specified benefits and compensation to sworn safety management and mid-management employees. Therefore, in December 2007, the City began paying eligible Monrovia Fire Association employees Fire Officer and Chief Officer Certification pay, and extended this benefit to eligible management and mid-management employees as well. This practice was halted, however, when employee representatives protested this matter. Later, this matter was identified as a technical violation and notwithstanding the City's established past practice, the City was required to specifically authorize the payment of such Certification pay for management and non-management employees if they were to be compensated. Therefore, it was recommended that the Fire Chief and Battalion Chiefs be eligible to receive certification pay, provided they possess the appropriate certificate issued by the State Board of Fire Services.

Staff recommended that Council adopt Resolution Nos. 2010-15 and 2010-16.

CC-6 Purchase of One 2011 Ford F250 Long Bed, 4 WD Extended Cab Work Truck from Downtown Ford Sales in the Amount of \$27,724.05: On July 7, 2009, City Council approved and allocated funds for the purchase of a 2009 Chevrolet vehicle under the Statewide Contract in the amount of \$29,097.66 for the Monrovia Wilderness Preserve and Hillside Recreation Areas. Upon receiving the approved purchase order, a final notification was received by General Motors declining the purchase order request.

A resubmission to City Council requesting a 2011 Chevrolet would increase the previously approved purchase order. Therefore, Community Services sought another quote from the Statewide Contract to determine the best alternative vehicle. Staff researched the current equivalent vehicle available under the Statewide Contract and it met the criteria previously approved by Community Services for a Chevrolet with a cost savings of \$1,373.61.

Staff recommended that the City Council direct Staff to cancel the Purchase Order to Coalinga Motors for the purchase of one 2009 Chevrolet Silverado in the amount of \$29,097.66; and approve the purchase of one 2011 Ford F250 Long Bed 4WD Extended Cab Work Truck in the amount of \$27,724.05 from Downtown Ford Sales under the 2011 Statewide Contract.

The following items were taken out of order:

REPORTS OF CITY COUNCILMEMBERS & SUB-COMMITTEES

RCC1 Mayor Lutz

(a) Neighborhood Conference 2010: Dan McConnell, Neighborhood Services Coordinator, and Alexis Newell, Neighborhood Services Specialist, presented a Public Service Announcement airing on KGEM highlighting the upcoming First Annual Neighborhood Conference which would be held on April 24, 2010 in Library Park.

(b) Monrovia Fire Department Centennial Celebration: Battalion Chief Ron Pelham reviewed events scheduled for the Monrovia Fire Department's Centennial celebration on May 15, 2010, in coordination with the Monrovia Day activities.

PUBLIC INPUT:

1. Pam Fitzpatrick, Monrovia Merchants Association
2. Ray Morford, Monrovia
3. Cyrus Kemp, Monrovia
4. Gwendolyn Jones, Monrovia

PUBLIC HEARINGS/MEETINGS: None.

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

MRA CONVENE: Chairman Mary Ann Lutz convened the Meeting of April 6, 2010, of the Monrovia Redevelopment Agency Board of Directors at 8:06 P.M. in City Council Chambers, 415 South Ivy Avenue, without adjourning the City Council Meeting.

MRA ROLL CALL: Those in attendance were Boardmembers Joe Garcia, Clarence R. Shaw, and Becky A. Shevlin, Vice-Chairman Tom Adams and Chairman Mary Ann Lutz.

MRA CONSENT CALENDAR: It was moved by Vice Chairman Adams, seconded by Boardmember Shevlin, to approve the Consent Calendar. There were no objections. The Consent Calendar consisted of the following items:

MRA CC-1 Unadopted Minutes of the March 16, 2010, Regular Meeting of the Monrovia Redevelopment Agency

MRA CC-2 Extension of the Exclusive Negotiating Agreement (ENA) with Olson Urban Housing, LLC: On November 15, 2005, the Agency Board granted authorization to enter into an initial Exclusive Negotiating Agreement ("ENA") with Olson Urban Housing, LLC for the purpose of studying the eighty-acre area designated as the Station Square study area. In April 2006, Olson Urban Housing, LLC focused their ENA area to an approximately 20-acre region, generally located south of Pomona Avenue, north of Duarte Road, east of Raymond Avenue, and west of California Avenue. During the preceding ENA term, the economic recession has had a considerable affect on the Developer's site model analysis. A six month extension was proposed to allow the Agency and the Developer the opportunity to conduct additional project analyses. At the conclusion of the term, the decision whether to extend the ENA an additional six months, or proceed to a Disposition and Development Agreement would be made.

Staff recommended that the Agency Board approve the extension to the ENA with the Developer for an additional six months.

MRA PUBLIC HEARINGS/MEETINGS: None.

MRA ADMINISTRATIVE REPORTS: None.

MRA ADJOURNMENT: Chairman Lutz adjourned the Meeting at 8:06 P.M.

RECONVENE MONROVIA CITY COUNCIL MEETING

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Mayor Lutz reported that:

- (a) **Neighborhood Conference 2010:** This item was taken out of order following Consent Calendar.
- (b) **Monrovia Fire Department Centennial Celebration:** This item was taken out of order following Consent Calendar.
- (c) The Paragon at Old Town had its grand opening revealing the resort like amenities as well as the beautiful new archway at the entrance of Old Town and the sculpture depicting the Red Car, both a direct result of the Art in Public Places Program. She commended the builders for a beautiful project and expressed gratitude to The Paragon for their willingness to follow the City's vision.
- (c) Initial results from Census 2010 showed the national participation rate was 62%, however, Monrovia was slightly higher at 65% and she hoped it would reach 100%. She asked the community to encourage their friends and neighbors to submit their forms.

- (e) She congratulated the Santa Fe Middle School students that competed in the recent Science Olympiad; they were the only school from the Monrovia Unified School District in attendance and ranked 9th of 35, placing 1st, 2nd, and 3rd in three categories. The team qualified for the State competition to be held on Saturday, April 10. Plymouth Elementary also received a silver medal in the Elementary level competition.
- (f) She reported on the success of the Administrative Fine Program.
- (g) With the budget coming up it was time to think about holiday celebrations and look into ways to have a Fourth of July celebration without dipping into general funds. She asked the City Manager to bring back a report at the next meeting with options.

RCC-2 Mayor Pro Tem Adams reported that:

- (a) A Community Work Day was planned at Canyon Park in coordination with Earth Day on April 17, 2010.
- (b) Monrovia Chamber of Commerce "Shop Monrovia" campaign had a new Facebook page and the Dollmakers challenged that if the page reached 300 fans they would give a \$50 certificate to one of the first 300 fans.

RCC-3 Councilmember Garcia report that:

- (a) He was in Washington DC attending the Congressional City Conference representing Monrovia as the Vice-Chair of the National League of Cities First Tier Suburbs Council and reviewed the topics discussed at the conference.
- (b) The MTA Board has passed the fund transfer agreement for the Gold Line Extension. He asked City Manager Ochoa to give a brief overview of what preceded this agreement and what it meant for the Extension, the Station Square project area, and the community.

RCC-4 Councilmember Shaw reported that:

- (a) There were a number of fundraising activities going on to support the schools and encourages the community to participate in all that they can.
- (b) He commended City Manager Ochoa and the Staff of Library and Community Services for their cultural affairs presentations in the recent months.

RCC-5 Councilmember Shevlin reported that:

- (a) The latest Monrovia Today newsletter included an article with tips on how to stay informed in Monrovia.
- (b) She reviewed the upcoming community events.
- (c) The new Sunday Market in the Park farmers' market would begin on April 11, 2010, on Lime Avenue just south of the Library Park.
- (d) She announced that there were positions open on the City Boards and Commission, applications were available from the City Clerk's Office and were due on May 6, 2010.

ADMINISTRATIVE REPORTS: None.

SCHEDULED MEETINGS

The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, April 20, 2010, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

PUBLIC INPUT, CONTINUED, IF NEEDED: None

ADJOURNMENT: At 8:34 P.M. Mayor Lutz adjourned the Meeting in memory of Lillias Coombs, longtime resident and active community member.

APPROVED:

Mary Ann Lutz, Mayor

ATTEST:

Alice D. Atkins, CMC, City Clerk