

# MONROVIA CITY COUNCIL AGENDA

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



**Mary Ann Lutz**  
*Mayor*

**Becky A. Shevlin**  
*Mayor Pro Tem*

**Tom Adams**  
*Councilmember*

**Alexander C. Blackburn**  
*Councilmember*

**Larry J. Spicer**  
*Councilmember*

**Stephen R. Baker**  
*City Treasurer*

**Alice D. Atkins**  
*City Clerk*

**Laurie Lile**  
*City Manager*

**Craig A. Steele**  
*City Attorney*

## Welcome to the Monrovia City Council Meeting Tuesday, June 18, 2013, 7:30 P.M.

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](http://www.cityofmonrovia.org). Copies of individual Agenda Reports are available via email upon request ([aatkins@ci.monrovia.ca.us](mailto: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](http://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  
**MONROVIA CITY COUNCIL**  
City Council Chambers  
415 South Ivy Avenue  
Tuesday, June 18, 2013  
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 Mary Ann Lutz

**INVOCATION**

Pastor Cecilia Santana

**PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Becky A. Shevlin

**ROLL CALL**

Councilmembers Tom Adams, Alexander C. Blackburn, Larry J. Spicer, Mayor Pro Tem Becky A. Shevlin, and Mayor Mary Ann Lutz

**REPORT OF CLOSED SESSION, IF NEEDED****PRESENTATIONS/PROCLAMATIONS****STUDENT GOVERNMENT**

To resume in September

**REPRESENTATIVE REPORT****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 June 4, 2013, Regular Meeting and Special Meeting, and the June 10, 2013, Special Meeting of the Monrovia City Council  
**Staff Reference:** Alice Atkins, City Clerk  
**Recommendation:** Adopt 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  
**Staff Reference:** Mark Alvarado, Director of Administrative Services  
**Recommendation:** Approve 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  
**Staff Reference:** Buffy Bullis, Finance Division Manager  
**Recommendation:** Adopt 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  
**Staff Reference:** Alice Atkins, City Clerk  
**Recommendation:** Award a contract to Beacon Media, Inc., for publication of legal advertisements for the period ending June 30, 2014, and authorize the City Manager to execute the necessary documents.
- CC-5 Destruction of Certain Departmental Records, Resolution No. 2013-33  
**Staff Reference:** Alice Atkins, City of Monrovia  
**Recommendation:** Adopt 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  
**Staff Reference:** Rebecca Romero, Assistant Recreation Coordinator  
**Recommendation:** Award 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  
**Staff Reference:** Craig Jimenez, Planning Division Manager  
**Recommendation:** Adopt Ordinance No. 2013-02
- 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  
**Staff Reference:** Heather Maloney, Senior Management Analyst  
**Recommendation:** Receive and file the 2012-2013 Solid Waste and Recycling Program Update, and adopt 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  
**Staff Reference:** Alexis Newell, Management Analyst I  
**Recommendation:** 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
- CC-10 Final Tract Map No. 71996 for Re-Subdivision of the Property Located at 138 East Olive Avenue by Williams Homes, LLC  
**Staff Reference:** Ron Bow, Director of Public Works  
**Recommendation:** Approve 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  
**Staff Reference:** Kerri Zessau, Recreation Supervisor  
**Recommendation:** Approve 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 authorize 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  
**Staff Reference:** Memo Chavez, Assistant Recreation Coordinator  
**Recommendation:** Award 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**

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**

- PH-1 Fiscal Year 2013-2014 Citywide Lighting and Landscaping Maintenance Assessment District, Resolution No. 2013-34  
**Staff Reference:** Lauren Vasquez, Management Analyst II  
**Recommendation:** Adopt Resolution No. 2013-34

- PH-2 Fiscal Year 2013-2014 Park Maintenance Assessment District, Resolution No. 2013-35  
**Staff Reference:** Lauren Vasquez, Management Analyst II  
**Recommendation:** Adopt Resolution No. 2013-35

**REPORTS OF CITY COUNCILMEMBERS AND 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
  - (b) Councilmember Attendance at Upcoming Independent Cities Association Conference
  - (c) Washington, DC, Lobbying Trip
- RCC-2 Mayor Pro Tem Becky A. Shevlin
- RCC-3 Councilmember Tom Adams
  - (a) Update on Southern California Gas Company – Garfield Place Project
- RCC-4 Councilmember Alexander C. Blackburn
- RCC-5 Councilmember Larry J. Spicer

**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  
**Staff Reference:** Mark Alvarado, Director of Administrative Services  
**Recommendation:** Adopt Resolution Nos. 2013-36 and 2013-37
- AR-2 Legislative Bulletin  
**Staff Reference:** Jennifer McLain, Management Assistant  
**Recommendation:** Approve the Legislative Bulletin and direct Staff to contact the City’s representatives.
- AR-3 Extension of Animal Shelter Service Agreement with Inland Valley Humane Society and SPCA  
**Staff Reference:** Jim Hunt, Police Chief  
**Recommendation:** Approve an extension of the agreement with Inland Valley Humane Society and SPCA for animal shelter services for the period ending December 31, 2013
- 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  
**Staff Reference:** Alexis Newell, Management Analyst I  
**Recommendation:** 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

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

**MFA CONVENE**

Chairman Mary Ann Lutz

**MFA ROLL CALL**

Boardmembers Tom Adams, Alexander C. Blackburn, Larry J. Spicer, Vice-Chairman Becky A. Shevlin, Chairman Mary Ann Lutz

**MFA CONSENT CALENDAR**

- MFA CC-1 Adoption of Fiscal Years 2013-2015 Budget, Resolution No. A2013-01  
**Staff Reference:** Mark Alvarado, Director of Administrative Services  
**Recommendation:** Adopt Resolution No. A2013-01

**MFA PUBLIC HEARINGS/MEETING** – None

**MFA ADMINISTRATIVE REPORTS** – None

**MFA ADJOURNMENT**

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

**MHA CONVENE**

Chairman Mary Ann Lutz

**MHA ROLL CALL**

Boardmembers Tom Adams, Alexander C. Blackburn, Larry J. Spicer, Vice-Chairman Becky A. Shevlin, Chairman Mary Ann Lutz

**MHA CONSENT CALENDAR**

MHA CC-1 Adoption of Fiscal Years 2013-2015 Budget, Resolution No. H2013-02  
Staff Reference: Mark Alvarado, Director of Administrative Services  
Recommendation: Adopt Resolution No. H2013-02

**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, July 2, 2013, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT**

**IN MEMORY OF**

James Forest Weber, Father of Streets Leadworker Lon Buckelew

Mary Lee Johnson, Grandmother of Management Analyst I Alexis Newell

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 14th day of June, 2013.

Alice D. Atkins CMC, City Clerk



TOM ADAMS  
COUNCILMEMBER

LARRY J. SPICER  
COUNCILMEMBER

MARY ANN LUTZ  
MAYOR

BECKY A. SHEVLIN  
MAYOR PRO TEM

ALEXANDER C. BLACKBURN  
COUNCILMEMBER

LAURIE K. LILE  
CITY MANAGER

CRAIG A. STEELE  
CITY ATTORNEY

ALICE D. ATKINS  
CITY CLERK

CITY STAFF

**ELECTED OFFICIALS**

Mary Ann Lutz, Mayor      Becky A. Shevlin, Mayor Pro Tem  
Tom Adams, Councilmember      Alexander C. Blackburn, Councilmember      Larry J. Spicer, Councilmember  
Alice D. Atkins, CMC, City Clerk      Stephen R. Baker, City Treasurer

**APPOINTED OFFICIALS**

Laurie Lile, City Manager      Craig A. Steele, City Attorney

**DEPARTMENT MANAGERS**

James Hunt, Police Chief      Christopher Donovan, Fire Chief  
Mark D. Alvarado, Director of Administrative Services/Assistant City Manager      Steve Sizemore, Director of Community Development  
April L. Soash, Director of Community Services      Ron Bow, Director of Public Works

**CITY OF MONROVIA FACILITIES**

City Hall Hours: 7:00 A.M. - 6:00 P.M., Monday - Thursday; 7:00 A.M. - 5:30 P.M., Friday  
Website: <http://cityofmonrovia.org/>

City Hall	415 S. Ivy Avenue	932-5550	Police Department	140 E. Lime Avenue	256-8000
24-Hour Automated Attendant Number		932-5555	Fire Department	141 E. Lemon Avenue	256-8181
<b>EMERGENCY 9-1-1</b>	<b>CELL WATCH</b>	<b>357-CELL</b>	Public Works Department	600 S. Mountain Avenue	932-5575
Job Hotline		932-5592	Community Center	119 W. Palm Avenue	256-8246
Main Fax		932-5520	Public Library	321 S. Myrtle Avenue	256-8274

