



CITY COUNCIL AGENDA REPORT



DEPARTMENT: Administration

MEETING DATE: April 1, 2014

PREPARED BY: Alice D. Atkins, City Clerk

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the March 18, 2014, Special and Regular Meetings and the March 24, 2014, Special Meeting of the Monrovia City Council

OBJECTIVE: To adopt the Minutes of the March 18, 2014, Special and Regular Meetings and the March 24, 2014 Special 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 Special and Regular Monrovia City Council Meetings.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to adopt the Minutes of the March 18, 2014, Special and Regular Meetings and the March 24, 2014 Special Meeting of the Monrovia City Council.

CC-1

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, MARCH 18, 2014, 7:30 P.M.**

STUDY SESSION: Mayor Mary Ann Lutz convened the Special Meeting/Study Session of the Monrovia City Council at 5:10 p.m. on Tuesday, March 18, 2014, in the Police Department Community Room, 140 East Lime Avenue, Monrovia, California, at which all Councilmembers were present with the exception of Councilmembers Adams and Blackburn, to discuss an overview of Deferred Maintenance and Contracted Services. Speaking under Public Input was Gloria Crudginton, Monrovia. Mayor Lutz adjourned the meeting at 6:05 p.m.

CLOSED SESSION: Mayor Lutz convened the Closed Session Meeting of the Monrovia City Council at 6:03 p.m. on Tuesday, March 18, 2014, in City Council Chambers, 415 South Ivy Avenue, Monrovia, California, at which all Councilmembers were present with the exception of Councilmember Blackburn, to discuss the following Closed Session items: CS-1 Conference with Labor Negotiator pursuant to Government Code §54957.6; Agency Negotiator: Danielle Tellez; Group Employees: All Groups; and CS-2 Public Employee Appointment Pursuant to Government Code §54957: City Manager. Mayor Lutz adjourned the meeting at 6:55 p.m.

SPECIAL MEETING: Mayor Lutz convened the Special Meeting of the Monrovia City Council at 7:00 p.m. on Tuesday, March 18, 2014, in City Council Chambers, at which all Councilmembers were present with the exception of Councilmember Blackburn, to recognize the Monrovia Area Partnership Youth Leadership Academy Graduates. Speaking under Public Input were Albert Vergara, MAP Leader; and Carlos Hernandez, Monrovia. Mayor Lutz adjourned the meeting at 7:30 p.m.

CONVENE: Mayor Lutz convened the Regular Meeting of the Monrovia City Council of Tuesday, March 18, 2014, at 7:33 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: Veronica Brown led the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Tom Adams led the Pledge of Allegiance.

ROLL CALL: In attendance were Councilmembers Tom Adams, Larry J. Spicer, Mayor Pro Tem Becky A. Shevlin, and Mayor Mary Ann Lutz. Councilmember Alexander C. Blackburn was excused.

REPORT OF CLOSED SESSION: City Attorney Craig Steele stated that the City Council met in closed session to discuss the items on the posted agenda and there was no reportable action.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Introduction of Newly Hired Employees: Building Counter Technician Vanessa Mrakich, Management Assistant Angel Carrillo; Firefighter Paramedics Max Parker and Kyle McKee, and Firefighters Christopher Wellman and Kyle Eden: Steve Sizemore, Director of Community Development; Lauren Vasquez, Senior Management Analyst; and Scott Haberle, Deputy Fire Chief, introduced the newly hired employees to the Mayor, City Council, and community.

PR-2 Recognition of Santa Fe Cougarobitcs and Unibots Robotics Teams for Achievements at FIRST Tech Challenge Regional Qualifying Tournaments: The City Council presented Certificates of Recognition to the two robotics teams from Santa Fe Middle School.

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 that due to his absence, Councilmember Blackburn requested that item AR-1 be postponed until the next meeting. There were no objections.

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

CC-1 Unadopted Minutes of the March 4, 2014, Special and Regular Meetings of the Monrovia City Council: The City Council adopted the Minutes of the March 4, 2014, Special and Regular Meetings.

CC-2 Payroll No. 6 in the Net Amount of \$476,684.34, and Warrant Register Dated February 27, 2014 in the Total Amount of \$826,615.79: The City Council approved Payroll No. 6 in the net amount of \$476,684.34, and Warrant Register dated February 27, 2014, in the total amount of \$826,615.79.

CC-3 Contract with Pyro Spectaculars, Inc., in the Amount of \$20,500.00 for Production of the 2014 Fourth of July Fireworks Show: The City Council approved a contract with Pyro Spectaculars, Inc., in the amount of \$20,500.00 for production of the 2014 Fourth of July fireworks show and authorized the City Manager to execute the necessary documents.

CC-4 Declaration of Termination of the Local Emergency Proclaimed by the Emergency Services Director on February 28, 2014, Resolution No. 2014-15: The City Council adopted Resolution No. 2014-15.

CC-5 Purchase of One (1) 2014 Ford Police Interceptor Utility Replacement Vehicle from Wondries Fleet Group in the Amount of \$29,323.21 and the Installation of New Emergency Equipment by Communication Center in the Amount of \$1,918.73: The City Council approved the purchase of one (1) 2014 Ford Police Interceptor Sport Utility Vehicle from Wondries Fleet group in the amount of \$29,323.21 and installation of new emergency equipment by Communication Center in the amount of \$1,918.73.

CC-6 Emergency Repairs of Boosters 1-1 and 1-2 at the Well Field Treatment Facility by General Pump Company in the Amount of \$70,381.50: The City Council approved the Emergency Repairs of Boosters 1-1 and 1-2 at the Well Field Treatment Facility by General Pump Company in the Amount of \$70,381.50.

CC-7 City of Monrovia Hazard Mitigation Plan Update, Resolution No. 2014-13: The City Council adopted Resolution No. 2014-13.

CC-8 Memorandum of Termination of Lease and Sublease between the Successor Agency, the City and Huntington Oaks Delaware Partners, LLC, Resolution No. 2014-14: The City Council adopted Resolution No. 2014-14.

CC-9 Addendum to the Agreement with NBS Government Finance Group for Administration Services Related to Districts and Special Taxes in the Amount of \$16,750.00; Initiation of Proceedings for the Levy and Collection of Assessments and Ordering the Preparation of an Engineer's Report for the Fiscal Year 2014-2015 Citywide Lighting and Landscaping Maintenance District and the Park Maintenance District; Resolution Nos. 2014-16 and 2014-17: The City Council approved an addendum to the agreement with NBS Government Finance Group for Administration Services related to Districts and Special Taxes in the amount of \$16,750.00, authorized the City Manager to execute the necessary documents, and adopted Resolution Nos. 2014-16 and 2014-17.

PUBLIC INPUT:

1. Pam Fitzpatrick, Old Town Merchant

PUBLIC HEARINGS / MEETINGS: None

REPORTS OF CITY MANAGER AND STAFF

RCM-1 Interim City Manager Francis Delach:

- (a) Update on Gold Line Construction: Director of Public Works Carl Hassel provided a brief update
- (b) Update on Long Range Property Management Plan Approval: Interim City Manager Delach

informed the City Council that the Department of Finance had approved the Successor Agency's Long Range Property Management Plan

(c) Councilmember Attendance at Independent Cities Association Summer Seminar; Rancho Bernardo, California, July 10-13, 2014: Councilmembers Adams and Spicer confirmed that as delegate and alternate they would be attending the conference

(d) Update on Organizational Study: Interim City Manager Delach provided an update on the process to date and next steps

REPORTS OF CITY COUNCILMEMBERS & SUB-COMMITTEES

RCC-1 Mayor Mary Ann Lutz:

(a) Attendance at recent regional events and meetings

(b) Upcoming "March 4 Balance" Rally

(c) Award of Additional State Homeland Security Grant Program Funds: Fire Chief Chris Donovan announced that the City had been awarded an additional \$20,000 in funding that had been deobligated by another agency

RCC-2 Mayor Pro Tem Becky A. Shevlin

(a) Attendance with City Clerk Atkins at the 29th annual Women of the Year Awards and Scholarship Luncheon, honoring Joan Schmidt for the 5th Supervisorial District

(b) Upcoming Board and Commission vacancies

(c) Upcoming and recent events in the community

RCC-3 Councilmember Tom Adams had no report.

RCC-4 Councilmember Alexander C. Blackburn was excused.

RCC-5 Councilmember Larry J. Spicer

(a) Thanked the Fire and Police Departments for the work they do

ADMINISTRATIVE REPORTS:

AR-1 Recommendations from Reuseable Bag Regulation Ad Hoc Committee

This item was postponed to the April 1, 2014, Regular Meeting.

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, April 1, 2014, 7:30 p.m., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT: At 8:27 p.m., Mayor Lutz adjourned the meeting in memory Cheri Cofield, wife of retired Police Lieutenant Steve Cofield and mother of Police Officer Brian Cofield; Sylvia Espinoza, mother of Library Administrative Clerk II Julia Gallardo; and Calvin Hsi, former Tzu Chi Charity Development Department Director and longtime humanitarian.

ATTEST:

APPROVED:

Mary Ann Lutz, Mayor

Alice D. Atkins, CMC, City Clerk

**MINUTES OF THE SPECIAL MEETING OF THE
MONROVIA CITY COUNCIL
HELD MONDAY, MARCH 24, 2014, 5:00 P.M.**

CLOSED SESSION: Mayor Mary Ann Lutz convened the Closed Session Meeting of the Monrovia City Council at 5:00 p.m. on Monday, March 24, 2014, in City Council Chambers, 415 South Ivy Avenue, Monrovia, California, at which all Councilmembers were present, with the exception of Councilmember Adams, to discuss the following Closed Session item: CS-1 Public Employee Appointment Pursuant to Government Code §54957: City Manager.

REPORT OF CLOSED SESSION: City Attorney Craig Steele stated that the City Council met in a session to discuss the item on the posted agenda and there was no reportable action.

ADJOURNMENT: Mayor Lutz adjourned the meeting at 6:15 p.m.

ATTEST:

APPROVED:

Mary Ann Lutz, Mayor

Alice D. Atkins, CMC, City Clerk