

**MINUTES OF THE REGULAR MEETING  
OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, JUNE 27, 2000, 7:30 P.M.**

**CONVENE:** Mayor Robert T. Bartlett convened the Regular Meeting of the Monrovia City Council of Tuesday, June 27, 2000, at 7:33 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**INVOCATION:** Pastor Greg Douglass, United Methodist Church, led the innovation.

**PLEDGE OF ALLEGIANCE:** Councilmember Rob Hammond led the Pledge of Allegiance.

**ROLL CALL:** In attendance were Councilmembers Lara L. Blakely, Rob Hammond, Mayor Pro Tem Tom Adams and Mayor Robert T. Bartlett. Councilmember Joe Garcia was excused.

**REPORT OF CLOSED SESSION:** May 23, 2000; Conference with Legal Counsel; Government Code §54956.9(a), Existing Litigation, Henry vs. City of Monrovia: No action, received initial information from Staff. City Attorney Michael G. Colantuono reported that the City Council reviewed recently received information regarding the case and that no action was taken.

**PRESENTATIONS**

**1. Introduction of Newly Appointed Recreation Supervisor Brittany Bilotti**

April Soash, Director of Community Services, introduced newly appointed Recreation Supervisor Brittany Bilotti the Mayor, City Council, and community. Ms. Bilotti stated that she was pleased to be a part of the Monrovia Staff. Mayor Bartlett welcomed her to the Monrovia family.

**2. Recognition of Jake's Roadhouse Restaurant for its Donation on Behalf of the Monrovia Youth Commission**

Kerri Zessau introduced High School Youth Commissioners Heather Levine and Melissa Castille, Monrovia Youth Commission. They expressed appreciation to Jake's Roadhouse Restaurant for their generous contribution to the Youth Commission Restaurant Review Program.

On June 7<sup>th</sup> the Youth Commission visited Jake's Roadhouse where they were treated to wonderful meals which included: ribs, hamburgers, salads, roasted chicken, french fries, garlic roasted mushrooms and several other mouth-watering items. The owners of Jake's Roadhouse donated all these meals. The customer service, the food and the entire visit were outstanding.

Kerri Zessau, Recreation Coordinator, assisted Mayor Bartlett and City Council in recognizing Jake's Roadhouse Restaurant for their generous donation to the Youth Commission.

### 3. Recognition of Kiwanis Club of Monrovia for Donation of Gun Locks to the Monrovia Police Department in Gun Safety Program

Police Chief Joe Santoro introduced Chris Shevlin, President, Monrovia Kiwanis Club, who was responsible for the donation of 1000 gun locks to the Monrovia Police Department to give out to gun owners. They also donated another 1000. In total, over 1300 locks have been given out. The organization has pledged that it will continue providing the Police Department for as long as the locks are needed. He applauded the Kiwanis Club and urged other Kiwanis Clubs and service clubs to follow. Sergeant Cofield demonstrated the use of the gunlock that rendered the guns nonoperational. Television Channels 4 (with Beverly White, reporter), 7 and 9 were in attendance to cover the recognition. Mayor gave accolades to the Kiwanis Club for providing a project that made the community safer. Mayor Pro Tem Adams asked that thanks be relayed to the club members with the City Council's gratitude. Sergeant Cofield stated that those who need a gun lock may come to the Police Station and pick it up. No questions will be asked and a person may have up to two gun locks. Chief Santoro stated that he knew that this program would save lives. Mr. Shevlin stated that a beard growing/no growing "I'm growing a beard to save a kid" contest within the Kiwanis Club was started to make money to purchase the gun locks. Ninety days later the money was available and the locks were donated to the Police Department. Mayor Bartlett presented Mr. Shevlin with certification of appreciation.

**PROCLAMATIONS:** None

**STUDENT GOVERNMENT LIAISON REPORT:** The Student Liaison for the School Year 2000-01 will begin on September, 2000.

Mayor Bartlett recognized Gary Milliman, Southern California Director, League of California Cities, 602 E. Huntington Drive, Suite C, in Monrovia. He presented a packet of materials to the City Council and noted that a new website would be available in August.

**A. CONSENT CALENDAR:** It was moved by Councilmember Hammond, seconded by Mayor Pro Tem Adams, to approve the Consent Calendar consisting of Agenda Items \*E-1, \*I-7, \*I-8, \*I-9, \*I-10, \*I-11, \*I-12, \*I-13, \*I-14, \*I-15, and \*K.

**ROLL CALL**

**Ayes:** Councilmembers Blakely, Hammond, Mayor Pro Tem Adams and Mayor Bartlett  
**Excused:** Councilmember Garcia  
**Motion carried:** 4-0

**\*B. MINUTES:** None

### **C. ORAL COMMUNICATIONS**

1. Loresly Dowling, 128 N. Fifth Avenue, expressed her negative opinion on Measures A and B and hillside development.
2. Carol Jones, North Fifth Avenue, commented negatively on the Special Election of July 11, 2000.
3. Mrs. Nella N. Kilgore, 1401 South California Avenue, neighbor of Mrs. Mary Bartlett, commented positively on Mayor Bartlett's residency.
4. Cyrus Kemp, 346 N. Bradoaks Avenue, expressed concern of the exemptions of Measure B, development after the measure passed, and the ratification language of Measure A.

City Attorney Colantuono responded to the speakers' statements.

**D. PUBLIC HEARINGS:**

**1. Proposed Old Town Facade Improvement Program-- Community Development Block Grant (CDBG) Program No. D96429-00, Resolution No. 2000-48**

Councilmember Hammond stated that because of a potential conflict of interest (his ownership of a business in the Old Town area), he would not participate in discussion or voting on this matter. He exited Council Chambers at 8:27 P.M.

Jeff Kugal and Dan McConnell, Housing Coordinator, reviewed the Staff Report.

On January 25, 2000, the City Council approved the FY 2000/2001 Community Development Block Grant, (CDBG), Program. At that time Staff identified funds held in contingency that could be programmed at a later time for CDBG qualified projects. Staff has identified \$109,520.00 of these block grant funds held in contingency.

The Facade Improvement Program was approved to help integrate the theater into Old Town and facilitate a visual upgrade that enhances the pedestrian experience. The CDBG-funded program is designed to expand façade improvement funding to the entire Old Town. Without this program and the funding it provides, Staff believes building owners and merchants would be unable to make these desired improvements.

The previous program area was limited to buildings located on Myrtle Avenue between Lemon and Lime. This program will be available within the Old Town Central Business District—namely, the south side of Foothill to north side of Olive, and east side of Primrose to west side of Ivy Avenue. This program will only provide assistance for front, street facing facades. To facilitate building facade renovations, the City will provide assistance to help finance the desired improvements. The assistance is a rebate provided to qualified participants that will offset the cost of making the desired facade improvements.

Council approval of the proposed program is the first step in the CDBG process. The specific program description and budget breakdown is the next step in preparation of the Memorandum of Understanding submitted to the County. Staff recommended that the City Council approve of the CDBG Facade Improvement Program outlined in the report.

In response as to Mayor Bartlett's question as to why the Remedial Sidewalk Program had been decreased from \$30,000.00 to \$29,000.00, Mr. McConnell stated that the County will be partnering with a sidewalk project in the County area on south Peck Road, and that the Public Works Department had also determined that all of the sidewalks in the low income area had been completed. Mayor Bartlett stated that he wanted all of the all routes for children going to and from school have sidewalks. City Manager Hopper stated that this could be accomplished, assuming that all of the census tracts sidewalks are now in place, which would shift the priority to safe trips to and from schools for the children.

**Public Hearing Opened and Closed:** Mayor Bartlett opened and closed the Public Hearing as there was no one to speak for or against the matter.

**It was moved by Mayor Pro Tem Adams, seconded by Councilmember Blakely, to adopt Resolution No. 2000-48, approving the City's Community Development Block Grant Old Town Façade Improvement Program.**

**ROLL CALL**

**Ayes: Councilmembers Blakely, Mayor Pro Tem Adams and Mayor Bartlett**  
**Abstained: Councilmember Hammond**  
**Excused: Councilmember Garcia**  
**Motion carried: 3-0**

At 8:39 P.M., Councilmember Hammond returned to City Council Chambers.

**2. Appeal by Vinton E. Huffey of Planning Commission's Decision of CUP2000-11 Regarding Rigo's Restaurant at 457 West Foothill Boulevard**

Mayor Pro Tem Adams stated that he had a conflict of interest in that his office is about two doors down from the restaurant, therefore, he would not participate in the discussion or the decision making. He exited Council Chambers at 8:40 P.M.

Alice Griselle, Planning Division Manager, reviewed the Staff Report.

On May 10, 2000, the Planning Commission approved Conditional Use Permit CUP2000-11 that would allow Rigo's Restaurant (457 West Foothill Boulevard) to expand and include an on-sale beer and wine license. The site is in a neighborhood commercial center and is zoned NC (Neighborhood Commercial).

Mr. Vinton Huffey testified at the public hearing, requesting that the application be denied based on the existing traffic conditions at the intersection of Mayflower Avenue and Foothill Boulevard. The Planning Commission approved the conditional use permit after reviewing the facts and listening to the testimony. On May 22, 2000, Mr. Huffey appealed the decision and cited that the location is currently a very dangerous intersection and many accidents occur at the location. In his appeal letter, he states that the ingress and egress locations are such that they are hazardous enough without adding the danger of drivers under the influence of alcohol.

Planning Staff requested that the City's consulting traffic engineer, review the intersection and site for accidents. Mr. Barker notes in the report that none of the accidents involved ingress or egress from the subject site. Additionally, when compared to other similar intersections on Foothill Boulevard the number of accidents at the intersection are comparable to the other intersections.

Additionally, the Police Department reviewed the existing Rigo's Restaurant at 333 West Huntington Drive, which sells beer and wine. They determined that no significant criminal activity has taken place in or around the location since the record tracking began in January of 1994. The subject location, 457 West Foothill Blvd., was also reviewed and no significant Police activity has taken place at the site. After reviewing the site history, the Police Department has no objection to the sale of beer and wine at the subject site.

Since Mayflower School is located approximately one block north, MUSD was contacted and they have no objections to Rigo's request. Additionally, a letter from Dr. Gail Grant, Principal of Mayflower Elementary School states that she does not anticipate any impact on the students that attend Mayflower Elementary School.

The location of Rigo's is appropriate for the sale of beer and wine given the conditions of approval that will control the use of the site. The "Standard Conditions for all restaurants serving alcoholic beverages" found in the Zoning Ordinance will be applied to this application.

Staff recommended that adding one additional condition to Data Sheet No. 1 to include a noticed six month review by the Planning Commission once the restaurant begins selling beer and wine. This will allow for an automatic review of the conditional use permit to determine if any problems arise from the on-site sale of beer and wine.

The required findings are made to allow the sale of beer and wine from the restaurant under a conditional use permit in Resolution No. 2000-68. Staff recommended upholding the Planning Commission approval of CUP2000-11 with the change to the conditions of approval as contained on Revised Data Sheet No. 1 and adopt Resolution No. 2000-68.

**Public Hearing Opened:** Mayor Bartlett opened the Public Hearing.

In favor:

1. Vinton E. Huffey, 161 North Mayflower Avenue, Appellant
2. Debbie Huffey

Opposed:

1. Rigoberto Serrano and his wife (with assistance of translator), Rigos Restaurant; translator Emerita Garcia read a letter of opposition to the appeal from the Serrano's
2. Emerita Garcia expressed her support of the family-owned restaurant

**Public Hearing Closed:** Mayor Bartlett closed the Public Hearing as there was no one else who wished to speak for or against the matter.

It was moved by Councilmember Hammond, seconded by Councilmember Blakely, to adopt Resolution No. 2000-68, denying the appeal and upholding the decision of the Planning Commission.

**ROLL CALL:**  
**Ayes:** Councilmembers Blakely, Hammond and Mayor Bartlett  
**Excused:** Councilmember Garcia  
**Abstain:** Mayor Pro Tem Adams  
**Motion carried:** 3-0

At 9:10, Mayor Pro Tem Adams returned to City Council Chambers.

**3. To be Opened and Continued to July 25, 2000; Vacation of Alley between Maple Avenue and Huntington Drive, and Myrtle and Primrose Avenues Relating to the Millennium Project, Resolution No. 2000-59**

The Public Hearing for the vacation of alley between Maple Avenue and Huntington Drive, and Myrtle and Primrose Avenues relating to the Millennium Project, Resolution No. 2000-59 was opened and continued by Mayor Bartlett to July 25, 2000.

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

**CONVENE:** Chairman Robert T. Bartlett convened the Regular Meeting of June 27, 2000 of the Monrovia Redevelopment Agency Board of Directors at 9:11 P.M. without adjourning the City Council Meeting.

**ROLL CALL:** Boardmembers Blakely, Hammond, Vice-Chairman Adams, and Chairman Bartlett. Boardmember Garcia was excused.

**A. CONSENT CALENDAR:** None

**\*B. MINUTES:** None

**MRA REPORTS:**

1. **Opened and Continued from June 13, 2000; Joint Public Hearing; Disposition and Development Agreement (DDA) with Peter Jacksen and Vicki Novell for the Sale and Rehabilitation of the Property Located at 611 W. Huntington Drive; Resolution Nos. 10-2000 and 2000-44**

Jeff Kugel, Management Analyst II, reviewed the Staff Report.

West Huntington Drive has long been a major focus of redevelopment activity, and 611 W. Huntington is one of the few locations along this corridor where blighting conditions persist. Located immediately north of the Huntington Oaks Shopping Center, near the corner of Highway Esplanade, the property is improved with a 1,571 square foot office building. Years of neglect have left the building severely dilapidated.

Since acquiring the subject property in January, Staff has reached an agreement with Peter Jacksen and Vicki Novell for an appropriate rehabilitation and reuse of the building. The proposed renovation project features exterior treatments that reflect a Tuscan style architectural theme. Upon completing the specified improvements, Mr. Jacksen would use the building as office space for his specialty lighting firm.

The proposed sale and renovation of 611 W. Huntington is the first phase of an effort to create a Tuscan Village retail and commercial center. This concept involves the creation of a consistent architectural theme, parking and landscaping improvements, beginning at the corner of Highway Esplanade and Huntington Drive continuing to 617 W. Huntington. Phase II will involve a loan for three property owners, including Jacksen and Novell, to make parking improvements. Staff will present the loan proposal for the second phase at a future meeting.

**Public Hearing Opened:** Mayor Bartlett opened the Public Hearing.

In favor:

1. Vicky Novell
2. Peter Jacksen

Opposed:

None

**Public Hearing Closed:** Mayor Bartlett closed the Public Hearing as there was no one else who wished to speak for or against the matter.

It was moved by Boardmember Hammond, seconded by Boardmember Blakely, to approve Resolution No. 10-2000 and authorize the Executive Director to execute the appropriate documents.

**ROLL CALL:**

**Ayes:** Boardmembers Blakely, Hammond, Vice-Chairman Adams and Chairman Bartlett  
**Excused:** Boardmember Garcia  
**Motion carried:** 4-0

It was moved by Councilmember Hammond, seconded by Councilmember Blakely, to approve Resolution No. 2000-44 approving the Disposition and Development Agreement with Peter Jacksen and Vicki Novell and the Redevelopment Agency.

**ROLL CALL:** Ayes: Councilmembers Blakely, Hammond, Mayor Pro Tem Adams and Mayor Bartlett  
Excused: Councilmember Garcia  
Motion carried: 4-0

**2. Adoption of 2000-01 Redevelopment Agency Budget, Resolution No. 11-2000**

Mark Alvarado, Administrative Services Director, reviewed the Staff Report.

At the budget Study Sessions of May 23 and May 30, 2000, Staff presented a comprehensive review of the MRA's 2000-2001 budget. The Finance Department outlined the major changes in the revenues and expenditures for the upcoming 2000-2001 Fiscal Year.

Overall, each of the four funds is projected to remain balanced through June 2001. The State, through prior year legislative actions, has removed approximately \$1,000,000.00 of tax increment revenues from the Agency. Staff does not anticipate any new losses of revenue at the hands of the State.

The projected tax increment revenue (property tax) to be received will be sufficient to pay all current debt service payments due on the 1992B, 1998A, 1998B bonds, and the Sumitomo Bank loan. The MRA receives a revenue stream from a private developer enough to pay all the annual debt service payments on the 1993A Lease Revenue Bonds. Both debt service funds project a positive fund balance at year-end.

Lastly, the budget assumes no borrowing of funds from the City will be required. All of the Agency's activities are based upon the MRA as a "stand alone" financial entity.

Mayor Bartlett expressed concern regarding the approximate \$35,000.00 pass through money to Citrus College. He requested that the matter be discussed at a later time, and stated that he did not want to hold the budget in abeyance because of the concern. City Manager Hopper noted that the City was obligated to make the payment to Citrus pursuant to an agreement with Citrus, but that there can and should be discussion on the use of the funds. City Attorney Colantuono stated that approving did not direct Staff to issue the check at this time and the matter can be discussed at a later date.

It was moved by Councilmember Blakely, seconded by Mayor Pro Tem Adams, to adopt Resolution 11-2000, establishing the 2000-2001 Agency Program Budget, and appropriating \$16,137,403.00 for Fiscal Year 2000-2001.

**ROLL CALL:** Ayes: Boardmembers Blakely, \*Hammond, Vice-Chairman Adams and \*\*Chairman Bartlett  
Excused: Boardmember Garcia  
Motion carried: 4-0

\*abstaining from voting on the downtown restoration program; \*\*with caveat of the discussion of the Citrus College pass through money

**3. To be Opened and Continued to July 25, 2000; Disposition and Development (DDA) with Hale Corporation for a Live/Work Project at Primrose Avenue and Colorado Boulevard**

Chairman Bartlett opened and continued the Disposition and Development (DDA) with Hale Corporation for a Live/Work Project at Primrose Avenue and Colorado Boulevard matter to July 25, 2000.

**MRA ADJOURNMENT:** Chairman Bartlett adjourned The Monrovia Redevelopment Agency Meeting at 9:30 P.M. and the City Council Meeting continued.

**RECONVENE MONROVIA CITY COUNCIL MEETING**

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

**CONVENE:** President Robert T. Bartlett convened the Regular Meeting of June 27, 2000 of the Monrovia Financing Authority Commission Meeting at 9:30 P.M. without adjourning the City Council Meeting.

**ROLL CALL:** In attendance were Commissioners Lara L. Blakely, Rob Hammond, Vice-President Tom Adams and President Robert T. Bartlett. Commissioner Garcia was excused.

**A. CONSENT CALENDAR:** It was moved by Commissioner Blakely, seconded by Commissioner Hammond, to approve the Consent Calendar consisting of Item \*B.

**ROLL CALL:**  
**Ayes:** Commissioners Blakely, Hammond, Vice-President and President Bartlett  
**Excused:** Commissioner Garcia  
**Motion carried:** 4-0

**\*B. MINUTES** None

**MFA REPORT**

**\*1. Adoption of the 2000-2001 Budget for the Monrovia Financing Authority; Resolution No. A2000-01**

During Fiscal Year 1995-96, Administrative Services created, through a joint powers authority, the Monrovia Financing Authority (MFA). This was done in order to successfully refinance an obligation of the Water Fund. The MFA is required to pay the annual debt service payments of the new refinancing agreement. Sources of funding come from a transfer of user fees from the City's Water Fund.

The outstanding portion of the DWR Loan is \$1,071,228. Annual payments of \$124,206 will be made in two installments during the fiscal year. The MFA will meet the debt obligations, and is not expected to retain any residual moneys at year-end. Staff recommended that approval.

It was moved by Commissioner Blakely, seconded by Commissioner Hammond, to approve Resolution No. A2000-01 Adopting the Fiscal Year 2000-2001 Budget for the Monrovia Financing Authority.

**ROLL CALL:**                    **Ayes: Commissioners Blakely, Hammond, Vice-President and President Bartlett**  
**Excused: Commissioner Garcia**  
**Motion carried: 4-0**

**MFA ADJOURNMENT:** President Bartlett adjourned The Monrovia Redevelopment Agency Meeting at 9:31 P.M. and the City Council Meeting continued.

## **RECONVENE MONROVIA CITY COUNCIL MEETING**

### **E. BIDS**

#### **\*1. Award of Contract for Publication of Legal Advertisements to Core Media Group, Inc., for the Period Ending June 30, 2001**

This matter was approved by order of the Consent Calendar.

When the Pasadena Superior Court established the Monrovia Weekly (Core Media Group, Inc.) as a newspaper of general circulation on February 8, 1999, it triggered the City of Monrovia's need to comply with Public Contract Code §20169 which states that annually, before the beginning of the fiscal year in cities where there is more than one newspaper of general circulation, a notice inviting bids and contract for the publication of legal advertisements is required to be published in such a newspaper, and that the City Council must award the contract.

A Request for Proposal (RFP) was published on June 8, 2000, requesting response by June 20, 2000. A bid packet was sent to both of Monrovia's adjudicated newspapers-The Star (Pasadena Star News's weekly newspaper published for Monrovia) and the Monrovia Weekly (published Core Media Group, Inc.). Core Media Group, Inc.

Both newspapers responded. For actual comparison sake, a sample advertisement was submitted to each with a request for a quote. Core Media responded with a \$34.00 quote and The Star responded with a \$50.31 quote.

The lead time for placing legal advertisements is less with Core Media, with The Star requiring the information on the Thursday before the publication on the next Thursday, and the Monrovia Weekly requiring the information on Monday at noon the week of the publication. Corrections and retractions can be made by Tuesday noon vs. Monday at 10:00 A.M. with the Star.

Core Media has given excellent service to the City during the last year. The City would continue to save money in this area by awarding the contract to Core Media. The contract would go into effect July 1, 2000 through June 30, 2001. In accordance with the Public Contract Code, Staff will go out to bid annually as long as there is more than one newspaper of general circulation in the city as identified by the Court.

Staff recommended that an award of contract to Core Media Group, Inc., dba Monrovia Weekly for the period ending June 30, 2001.

### **F. COMMUNICATIONS AND PETITIONS**

#### **\*1. Denial of Liability Claim; Joseph Drew, Jr., vs. City of Monrovia**

This matter was approved by order of the Consent Calendar.

Mr. Drew claimed that on May 28, 2000, the right front tire of his vehicle was slashed as his wife attempted to park adjacent to a broken curb located on Huntington Drive.

The City had no actual or constructive notice of the broken sidewalk/curb prior to this incident. Additionally, it is possible that inattentive driving on the part of Mrs. Drew may have caused the damage. Claimant sought \$68.48 in damages.

## **G. REPORTS OF CITY COUNCILMEMBERS & SUB-COMMITTEES**

### **1. Mayor Bartlett**

#### **(a) Noise and Public Nuisance Abatement**

Mayor Bartlett reported that he has had many complaints about boom box noise lately. He noted that if persons were disturbing the peace, they would have a problem in Monrovia. Chief Santoro gave a brief report on the zero tolerance program to boom box noise. He asked that citizens help alleviate this noise by calling in the license number of car making the noise to the Police Department. A warning will be given at that point, then next time a citation is written. In addition to the citation, the officer will visit the home and talk to the parents, or owner of the car, after a letter is sent. He further stated that this kind of conduct is disrespectful to the community and the policy will be enforced 100%.

### **2. Mayor Pro Tem Adams**

(a) He reported that the Rotary Club had recently re-landscaped Rotary Park. He thanked Project Chairman Denise Harvey for the excellent coordination of the event.

### **3. Councilmember Blakely**

(a) She reported that the San Gabriel and Lower Los Angeles River and Mountains Conservancy had hired a new director, Mary Engle, last Friday. She outlined Ms. Engle's past experiences, which led to her hiring.

(b) **Opposition to SB1512, as Amended, Relating to Hate Crimes;** this item was pulled by Ms. Blakely

### **4. Councilmember Garcia was excused.**

### **5. Councilmember Hammond**

(a) He reported that the summer concerts in the park series had begun on Sunday evenings, 6:00 P.M. He thanked the sponsors for the first concert, Katie and John Watson (who teach dance at the Community Center, and will be starting West Coast Swing lessons on the first Wednesday in July), and to the Hoffman Family and Sierra Auto group. He applauded the Hoffman family for their continuing support of Monrovia.

(b) He congratulated the winners of the Garden Club contest for their beautiful gardens, and noted that he had passed out awards to the winners this evening prior to the City Council Meeting.

## **I. ADMINISTRATIVE REPORTS**

### **1. Adoption of 2000-01 Fees and Charges, Resolution No. 2000-55**

Gina Cheung, Finance Division Manager, reviewed the Staff Report.







The first year of the extended contract for Fiscal Year 2000-2001 would include a 5.0% increase and the remaining years would be adjusted in accordance with the Consumer Price Index (CPI) for that year, which has been calculated at 3.0% per year. The approximate calculations are as follows:

Fiscal Year	Annual Cost	Monthly Cost	Cost per Curb Mile
1999-2000	\$123,094	\$10,258	\$11.17
2000-2001	\$129,219	\$10,768	\$11.72
2001-2002	\$133,096	\$11,091	\$12.07
2002-2003	\$137,089	\$11,424	\$12.43
2003-2004	\$141,202	\$11,767	\$12.80
2004-2005	\$145,438	\$12,120	\$13.19

Staff recommended that that the City Council extend the present contract with California Street Maintenance, Inc. for a period of five (years based on the fact that they have provided a high level of service over the previous six years, they are familiar with the City's routes, and have proven that they have the ability and dedication to perform.

**It was moved by Councilmember Hammond, seconded by Councilmember Blakely, to approve an extension of the City's Street Sweeping Services Contract with California Street Maintenance, Inc. with a 5.0% increase the first year and an increase each remaining year to be based on the CPI, which is anticipated to be approximately 3.0% per year.**

**ROLL CALL:                   Ayes: Councilmembers Blakely, Hammond, Mayor Pro  
                                      Tem Adams and Mayor Bartlett  
                                      Excused: Councilmember Garcia  
                                      Motion carried: 4-0**

**6. Purchase of Ergonomic Office Furniture for Community Development Department in the Amount of \$59,000.00 from Office Depot Furniture, Inc.**

Robert Kastenbaum, Community Development Director, reviewed the Staff Report.

The Community Development Department has developed an operations improvement plan that is designed to make the Department a more efficient operation, provide an attractive appearance to the public, and create a more efficient work environment for employees and the public.

As a result of the Redevelopment and Housing Staff being relocated to the City Hall Annex, there is an opportunity to reorganize the Community Development Department. The existing counter layout dates back to 1987. At that time, the public area was redesigned to provide a new counter configuration and an office area for the Planning Division Manger.

The existing furniture represents a hodgepodge of types and styles dating back to the 1960's. The office partitions represent discarded items from Xerox when the building was acquired by the Redevelopment Agency and demolished for the auto mall. The current office furniture and configuration is antiquated, does not provide an efficient office layout, and does not present an attractive appearance to the public.

The new furniture and partitions will be purchased for the entire Community Development Department; however, no new furniture will be purchased for the

Community Development Director's Office, Administrative Secretary, Building Division Manager, and Planning Division Manager.

The purchase of the furniture and equipment for the Community Development Department will total \$59,000.00. The funding will come from two sources: Approximately, \$17,000.00 will come from the previous City Council approval granted to the Department of Human Resources to purchase ergonomic office furniture and equipment; and approximately, \$42,000.00 will come from Community Development Expenditure Control Savings (ECB).

Staff recommended that that the City Council approve the purchase of work station equipment from Office Depot.

**It was moved by Councilmember Blakely, seconded by Councilmember Hammond, to approve the purchase of ergonomic office furniture and equipment from Office Depot Furniture, Inc., in the amount of \$59,000.00.**

**ROLL CALL:**

**Ayes: Councilmembers Blakely, Hammond, Mayor Pro Tem Adams and Mayor Bartlett**

**Excused: Councilmember Garcia**

**Motion carried: 4-0**

**\*7. One-Year Extension of Contracts; Purchase of Motor Fuels to Mercury Air Group, Inc., and Merrimac Energy Group, in the amount of \$100,000.00 \$34,000.00 Respectively**

This matter was approved by order of the Consent Calendar.

The Public Works Department, Facilities Division is responsible for providing motor fuels for City vehicles, the MUSD, and the Metropolitan Cooperative Library System.

Over the past four years, the City has used Mercury Air Group and Merrimac Energy Group to provide gasoline and diesel fuel. Staff finds that they have provided a quality product with very good service and at a price, which is in accordance with the OPIS average for this area.

Staff recommended that that the City Council approve a one-year contract extension to Mercury Air Group, Inc. in the amount of \$100,000 for the purchase of premium gasoline; and approve a one-year contract extension to Merrimac Energy Group in the amount of \$34,000.00 for the purchase of diesel fuel.

**\*8. Amendment No. 2; Heating, Ventilation and Air Conditioning Maintenance Contract with Honeywell, Inc.; Addition of Equipment at Fire Station No. 1, Canyon Park Entry Station, and City Hall Annex Building with Honeywell, Inc., in the Amount of \$1,321.00**

This matter was approved by order of the Consent Calendar.

The City of Monrovia currently has a maintenance contract with Honeywell, Inc. for HVAC equipment, which began on July 1, 1995 and continues through June 30, 2005. In order to include additional HVAC equipment located at Fire Station No. 1, the Canyon Park Entry Station, and at the City Hall Annex Building, Amendment No. 2 to the contract will need to be added to the contract.

The cost for the maintenance of this new, additional equipment is \$1,321.00 per year, increasing the existing contract for HVAC maintenance to \$75,841.00 for Fiscal Year 2000-2001.

Staff recommended that that the City Council approve Amendment No. 2 to the current HVAC maintenance contract with Honeywell, Inc. providing for the maintenance of new, additional equipment at Fire Station No. 1, the Canyon Park Entry Station, and the City Hall Annex Building.

**\*9. One-Year Extension of Contract and Approval of Amendment No. 1; Two-Way Radio Maintenance Contract with Advanced Electronics, Inc., Decreasing the Total Annual Amount to \$16,560.00**

This matter was approved by order of the Consent Calendar.

In August 1999, the City Council awarded a contract to Advanced Electronics, Inc. of Gardena, in the amount of \$17,448.00. Since that time, Advanced Electronics, Inc. has provided the City with a professional level of service and well-trained technical support for the City's contractual needs. The extension of this contract would ensure continuation of this type of service and eliminate the cost of re-bidding the contract.

Due to changes in the use of two-way radios in some of the departments in the City, it is also necessary to add Amendment No. 1 to the existing contract, which will update the equipment inventory list to include active radios only. This amendment to the contract will result in savings of \$888.00 for Fiscal Year 2000-2001, therefore decreasing the amount of the yearly contract to \$16,560.00.

Staff recommended that that the City Council approve a one-year extension to the existing Two-Way Radio Maintenance Contract; and approve Amendment No. 1 to the current Two-Way Radio Maintenance Contract with Advanced Electronics, Inc. for the revision of the equipment inventory list, which will result in a reduction to the annual contract amount of \$888.00.

**\*10. One-Year Extension of Contract and Approval of Amendment No. 1 for Additional Services for Janitorial Services with Facilities Operation Plus in the Amount of \$146,067.00 and \$6,233.00 Respectively**

This matter was approved by order of the Consent Calendar.

In April 1997, the City Council awarded a janitorial contract to Facility Operations Plus of Glendale in the amount of \$102,500 for service at City Hall, the Police Station, Community Center, Library, and Corporate Yard. In June 1999, the contract was revised to include service at the Police Station Evidence Room, Canyon Park Cabin, Canyon Park Nature Center, night setups at the Community Center, and additional cleaning at the Library.

As City facilities have continued to grow with the addition of the City Hall Annex Building, an office space at the Canyon Park Entry Station, and the ADA restroom at the Corporate Yard, it is necessary to amend the current contract to include service for these areas. The increase to the contract for these areas is \$6,233.00. This vendor has also requested an increase of 4.3% to their annual contract bringing the total contract amount for Fiscal Year 2000-2001 to \$146,067.00.

Staff recommended that that the City Council approve Amendment No. 1 to the existing janitorial contract with Facilities Operation Plus for additional services at the City Hall Annex Building, Canyon Park Entry Station, and ADA Restroom at the Corporate Yard at an additional cost of \$6,233.00; and approve a one-year contract to Facility Operations Plus in the amount of \$146,067.00, which includes a 4.3% increase to the existing contract.

**\*11. Swim Center Pool Rehabilitation Project; Acceptance of Work, Filing of Notice of Completion for California Commercial Pools in the Amount of \$39,500.00**

This matter was approved by order of the Consent Calendar.

On April 11, 2000, the City Council awarded a contract to California Commercial Pools of Glendora in the amount of \$39,500.00 for the Swim Center Pool Rehabilitation Project. The work began on May 22<sup>nd</sup> and was completed within the specified contract period.

Facilities Division Staff reviewed the work throughout its progress. This included the removal of the existing plaster and application of a special plaster blend, which contains silicone that will provide a very durable finish that will last longer than standard plaster. Staff found that the work was completed in a satisfactory manner and in accordance with the bids and specifications.

In accordance with the Joint Use Agreement between the City and the MUSD, the cost of the project will be evenly divided between the two entities. The Community Services Department will fund \$19,750.00 and the MUSD will fund \$19,750.00 for a total of \$39,500.00.

Staff recommended that that the City Council accept the contract work as completed by California Commercial Pools in the total amount of \$39,500.00; direct the City Clerk to file a Notice of Completion with the County of Los Angeles Recorder; and authorize the Director of Public Works to approve payment of the retention thirty-five days after filing of the Notice of Completion with the County Recorder.

**\*12. Adoption of 2000-01 Proposition 4 (Gann) Appropriations Limit, Resolution No. 2000-57**

This matter was approved by order of the Consent Calendar.

In November 1979, Proposition 4, which is more commonly referred to as the "Gann Initiative", was adopted by California voters. The Initiative established constitutional spending limits allowable for California governmental agencies based on the Consumer Price Index and population growth. According to the Revenue and Taxation Code, Section 7910, each local government must establish its appropriations limit by resolution each year at a regularly scheduled meeting or a noticed special meeting.

Staff calculated the Gann Limit using the growth factor provided to the City by the State Department of Finance, the growth in California Per Capita Personal Income (CPCPI) and the City's population growth rate. The 2000-01 Appropriation Limit is \$25,372,822.00. The actual budget subject to limitation is \$20,089,398.00. This means the City could appropriate an additional \$5,283,425.00 before the legal limit would be reached.

The specific calculations and backup materials are available to the public in the City Clerk's office and the Finance Department. Any challenge of the adopted spending limit

must be made within 45 days of the effective date of the resolution. Adoption of the resolution on June 27, 2000 would give the public until August 11, 2000 to challenge the calculations.

Staff recommended that the City Council adopt Resolution No. 2000-57, establishing the 2000-01 Gann Appropriation Limit for the City of Monrovia.

**\*13. License Agreement with Department of Health Services, County of Los Angeles, for Use of City Council Chambers for Period Ending June 30, 2003**

From time to time, the Los Angeles County Department of Health Services, has used City Council Chambers during the hours of operation of City Hall for training sessions for its employees from Health Departments throughout the County.

To have a record of this arrangement and shield the City from liability arising from its use by the Department of Health Services, the County has asked that we enter into a License Agreement for a period of three years with them.

Both the City Attorney and the Director of Human Resources and Risk Management have reviewed the proposed Agreement. Staff recommended that entering into an Agreement with the County of Los Angeles for the use of Council Chambers for a three-year period ending June 30, 2003.

**\*14. Legislative Bulletin**

This matter was approved by order of the Consent Calendar.

This report highlighted and summarized pending State legislation that may be important to Monrovia and provides a brief analysis of the potential impacts to the City. The recommendations made by Staff reflect the City's priorities and programs, as well as the direction taken by the League of California Cities.

Staff recommended that the City Council approve the Legislative Bulletin and direct Staff to contact Monrovia's elected representatives for their support.

**\*15. Sixth-Month Extension of the Non-Exclusive Service Agreements Between the City of Monrovia and Permitted Commercial Waste Haulers, and Authorizing the City Manager to Execute the Extension Agreement, Resolution No. 2000-60**

This matter was approved by order of the Consent Calendar.

The Commercial/Industrial Waste Collection Program was implemented July 1, 1997. Eleven haulers were initially granted Non-Exclusive Service Agreements under the program. The Service Agreements were issued for a three-year term and expire on June 30, 2000.

In January of this year, City Staff began evaluating the efficiency and effectiveness of the commercial program. Unfortunately, the program has required a considerable level of Staff time and resources due to the complexities of the program's requirements. The recycling and diversion goals of the program proved problematic for a number of haulers to attain as well. Nevertheless, the Waste Reduction and Recycling Study, which was commissioned by the City in September of 1998, revealed higher levels of diversion (42.3%) than collectively reported by the haulers.

Based on this information, City Staff began a dialogue with the haulers to develop a new program. The new program concept was recently presented to the haulers, which takes a streamlined approach administratively and provides an incentive for haulers that divert 50% or more through recycling and/or diversion. The program concept was well received, with limited follow-up feedback received from haulers. City Staff was prepared to present the new program to the City Council, however, upon further examination of the City's options, Staff determined that it might be more beneficial for both the City and the haulers to defer the implementation of a new program.

A six-month extension of the Non-Exclusive Service Agreements would enable the City to shift the new program's reporting year to a calendar year, which coincides with the City's reporting period to the CIWMB. Additionally, projected changes in the State's approach to integrated waste management (AB 939 legislation is currently pending) indicate that a "holding position" may be prudent for the time being. Finally, deferring the program implementation to January 1 will provide Staff with sufficient time to more fully involve the haulers in the program's development.

For these reasons, Staff recommended approval of Resolution No. 2000-60, granting six-month extensions of the Non-Exclusive Service Agreements between the City of Monrovia and permitted commercial waste haulers and authorizing the City Manager to execute the Extension Agreements.

#### **J. RESOLUTIONS & ORDINANCES:**

**1. Memorandum of Understanding; Amend Personnel Rules and Regulations to Provide for Compensation and Supplemental Benefits Effective Fiscal Year 2000-2001 for General Employees, Appendix "B"; Management Employees, Appendix "C"; Elected and Appointed Employees, Appendix "D"; Hourly Employees, Appendix "F"; Mid-Management Employees, Appendix "H"; Resolution Nos. 2000-61, 2000-62, 2000-63, 2000-64, and 2000-65, Respectively**

Theresa St. Peter, Director of Human Resources and Risk Management, reviewed the Staff Report.

It has been the City's historic practice, to endeavor to pay its employees at a competitive rate of what approximately fourteen neighboring cities pay their employees in order to recruit and retain quality employees. The proposed adjustments provide salary adjustments, which are in parity with the total compensation of the survey cities as well as appropriate internal alignment.

The proposed salary adjustments provide for an average salary increase of 3.36% for General and Hourly employees, 5.85% for Mid-Managers, 4.16% for Managers, and 5% for Elected and Appointed Employees based on a total compensation survey.

The classification of Senior Building Inspector would be established to oversee the daily operations of the Building Counter and hourly Building Inspectors. Also, the classification of Computer Operations Coordinator would be re-titled to Information Systems Technician.

Staff recommended that Council adopt Resolution Nos. 2000-61 through 2000-65, providing equitable salary adjustments for the above noted City employees. The total cost to the General Fund to provide for the recommended benefit increases by \$42,712.00. This amount was incorporated in the City's budget for Fiscal Year 2000-01.

