

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

**CLOSED SESSION:** Mayor Mary Ann Lutz convened the Closed Session Meeting of the Monrovia City Council at 7:00 p.m. on Tuesday, February 18, 2014, in City Council Chambers, 415 South Ivy Avenue, Monrovia, California, at which all Councilmembers were present to discuss the following Closed Session item: CS-1 Public Employee Appointment Pursuant to Government Code §54957: City Manager.

**CONVENE:** Mayor Lutz convened the Regular Meeting of the Monrovia City Council of Tuesday, February 18, 2014, at 7:30 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:** Pastor Ulises Gutierrez led the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember Larry J. Spicer led the Pledge of Allegiance.

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

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

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Recognition of Monrovia High School Robotics Teams for Awards Received at FIRST Tech Challenge Regional Qualifying Tournaments:** The Mayor and City Council presented Certificates of Recognition to the RED, Suit Bots, Kings & Queens, and Thavma robotics teams for their achievements in the 2013-2014 FIRST Tech Challenge tournaments.

**STUDENT GOVERNMENT REPRESENTATIVE REPORT:** Student Liaison Kevin Lee report on past and future activities at the high school.

**ORDER OF BUSINESS:** Interim City Manager Fran Delach stated there were no changes to the order of business.

**CONSENT CALENDAR:** Councilmember Blackburn requested to pull items CC-7 and CC-8 for discussion. **It was moved by Mayor Pro Tem Shevlin, seconded by Councilmember Adams, to approve the consent calendar, as amended.** The motion carried unanimously. The Consent Calendar consisted of the following Agenda items:

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

**CC-2 Payroll No. 4 in the Net Amount of \$459,435.69, and Warrant Register dated January 30, 2014 in the Total Amount of \$1,199,556.43:** The City Council approved Payroll No. 4 in the net amount of \$459,435.69, and Warrant Register dated January 30, 2014, in the total amount of \$1,199,556.43.

**CC-3 Fiscal Year 2012-2013 Comprehensive Annual Financial Report:** The City Council received and filed the report.

**CC-4 Annual Investment Policy Update, Resolution No. 2014-08:** The City Council adopted Resolution No. 2014-08.

**CC-5 Agreement for Reimbursement of City Advances between the City of Monrovia and the Successor Agency to the Monrovia Redevelopment Agency for the period of July 1, 2012, through June 30, 2013, and Taking Certain Related Actions, Resolution No. 2014-09:** The City Council

adopted Resolution No. 2014-09.

**CC-6 Destruction of Certain Departmental Records Pursuant to the Citywide Records Retentions/Destruction Schedule, Resolution No. 2014-05:** The City Council adopted Resolution No. 2014-05.

**CC-7 Amendment to Professional Services Agreement with IBI Group in an Amount Not to Exceed \$21,855 for a Transit Connection Study:** This item was pulled for discussion following Administrative Reports below.

**CC-8 Community Home Energy Retrofit Project (CHERP) Monrovia; Resolution No. 2014-10:** This item was pulled for discussion following Administrative Reports below.

**PUBLIC INPUT:**

1. Angel Diaz, Monrovia Post Office
2. Wesley Reutimann, Day One, Inc./Golden Streets Project
3. Trevor Downs, Monrovia
4. Chris Ziegler, Monrovia
5. Brenda Trainor, Monrovia
6. Richard Slimbach, Monrovia
7. John Lloyd, Sierra Madre
8. Alfredo Mejia, Monrovia

Mayor Lutz requested that Staff to look into the Open Streets Project.

**PUBLIC HEARINGS / MEETINGS:** None

**REPORTS OF CITY MANAGER AND STAFF**

- (a) Update on Gold Line Construction: Public Works Director Carl Hassel gave an update on Myrtle Avenue construction and provided details on the recent unexpected water shut-off.
- (b) City Council Attendance at International Convention of Shopping Centers Conference; Las Vegas, Nevada, May 18-20, 2014; Mayor Pro Tem Shevlin and Councilmember Spicer indicated their interest in attending the upcoming conference. There were no objections.
- (c) Update on 316 South Myrtle; Steve Sizemore, Director of Community Development, provided an update on discussions with the contractor and design team.
- (d) Homeless in Library Park; Interim City Manager Delach and City Attorney Steele provided an update, including police enforcement, outreach efforts with ministerial, constitutional issues, and encouraging the community to report criminal activities; City Attorney Steele did not suggest additional changes to the law at this time.

Public Input:

1. Robert Parry, Monrovia

Following discussion, **it was moved by Councilmember Adams, seconded by Councilmember Blackburn, to establish a citizens committee.** Interim City Manager recommended that the City Council forward suggestions for appointments, indicating he would also involve the Community Services Commission and Staff.

**REPORTS OF CITY COUNCILMEMBERS & SUB-COMMITTEES**

**RCC-1 Mayor Mary Ann Lutz:**

- (a) Upcoming Household Hazardous Waste collection
- (b) Tzu Chi 25<sup>th</sup> Anniversary celebration
- (c) 5<sup>th</sup> Annual Monrovia-Duarte Youth Summit; Kerri Zessau, Acting Recreation Division Manager, provided an overview of the upcoming event.

**RCC-2 Mayor Pro Tem Becky A. Shevlin**

- (a) Upcoming and recent events in the community

**RCC-3 Councilmember Tom Adams:**

(a) Request to Change the City Policy Regarding Electronic Document Acceptability; he indicated current City policy didn't allow for faxed or emailed signatures. **It was moved by Councilmember Adams, seconded by Mayor Pro Tem Shevlin, to conform city policy to State policy enacted in 1999.**

(b) Interpretive Guide for Monrovia Hillside Wilderness Preserve; he requested that the City recognize at a subsequent meeting those who produced the brochure on a volunteer basis at their own expense.

**RCC-4 Councilmember Alexander C. Blackburn:**

(a) Thanked Robert Parry for continuing to pursue the issue in Library Park

(b) Recognition of Fire Department and Police Department; Kerri Zessau, Acting Recreation Division Manager recognized the Fire and Police Departments with a plaque for their collaborative efforts to support the communication needs of the park rangers through donations of departmental equipment.

**RCC-5 Councilmember Larry J. Spicer** had no report.

**ADMINISTRATIVE REPORTS:**

**AR-1 Fiscal Year 2013-2014 Mid-Year Budget Review; Resolution No. 2014-07**

Buffy Bullis, Finance Division Manager, reviewed the Agenda Report.

Discussion ensued regarding adjustment to project expenditures, cost of potential water and sewer master plan studies, personnel costs and release of previously frozen positions, purchase of water and plans for conservation, and possible 2013-2014 street resurfacing projects.

**It was moved by Councilmember Adams, seconded by Mayor Pro Tem Shevlin, to adopt Resolution No. 2014-07.** The motion carried unanimously.

**AR-2 Production of the Monrovia Today Newsletter by The Sauce Creative Services in the Amount of \$11,198.05 per Publication during the 2014 Calendar Year**

Alexis Bakofsky, Management Analyst II, reviewed the Agenda Report.

Brief discussion ensued regarding design services and whether proposed vendor had offices in Monrovia.

**It was moved by Mayor Pro Tem Shevlin, seconded by Councilmember Spicer, to approve the production of the Monrovia Today Newsletter by The Sauce Creative Services in the amount of \$11,198.05 publication during the 2014 calendar year.** The motion carried unanimously.

**AR-3 Public Art Component for Williams Homes, LLC Project at 138 East Olive Avenue, Recommendation from the Monrovia Endowment for the Arts Committee**

Alexis Bakofsky, Management Analyst II, reviewed the Agenda Report

Discussion ensued regarding whether proposed fence design was graffiti proof, and what the cost difference would be between decorative fencing and a standard fence or wall that would be part of the development without the public art component.

**It was moved by Councilmember Adams, seconded by Councilmember Spicer, to approve the public art component for the Williams Homes, LLC Project with the addition of graffiti resistant paint and subject to confirmation of differential between normal fencing and decorative fencing, giving the developer the option of depositing any difference in the Endowment for the Arts fund or into another piece of art.** The motion carried unanimously.

**AR-4 Legislative Bulletin**

Alexis Bakofsky, Management Analyst II, reviewed the agenda report.

Following brief discussion, **it was moved by Councilmember Spicer, seconded by Councilmember Adams, to direct Staff to draft a letter of support for AB 1147 if amended to include the return of local land use authority over massage establishments.** The motion carried unanimously.

**PUBLIC INPUT, CONTINUED, IF NEEDED:** None.

**ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED:**

**CC-7 Amendment to Professional Services Agreement with IBI Group in an Amount Not to Exceed \$21,855 for a Transit Connection Study**

Lauren Vasquez, Senior Management Analyst, reviewed the Agenda Report.

Following discussion regarding potential funding sources for any proposed transit services, and why the study wasn't included in original contract with IBI, **it was moved by Councilmember Blackburn, seconded by Councilmember Spicer, to approve an amendment to the professional services agreement with IBI Group in an amount not to exceed \$21,855.00 for a transit connection study and authorize the Interim City Manager to execute the necessary documents.** The motion carried unanimously.

**CC-8 Community Home Energy Retrofit Project (CHERP) Monrovia; Resolution No. 2014-10**

Interim City Manager Francis Delach reviewed the Agenda Report.

**It was moved by Councilmember Blackburn, seconded by Mayor Pro Tem Shevlin, to adopt Resolution No. 2014-10.** The motion carried unanimously.

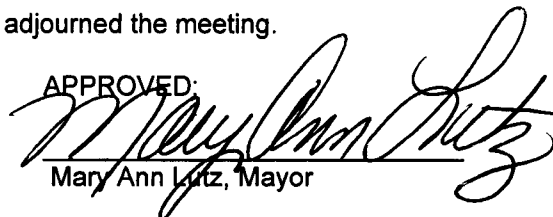
**SCHEDULED MEETINGS:** The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, March 4, 2014, 7:30 p.m., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT:** At 10:14 p.m., Mayor Lutz adjourned the meeting.

ATTEST:

  
Alice D. Atkins, CMC, City Clerk

APPROVED:

  
Mary Ann Lutz, Mayor