



# CITY COUNCIL AGENDA REPORT



**DEPARTMENT:** City Manager's Office

**MEETING DATE:** January 7, 2020

**PREPARED BY:** Alice D. Atkins, City Clerk

**AGENDA LOCATION:** CC-1

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**TITLE:** Unadopted Minutes of the December 17, 2019, Regular Meeting of the Monrovia City Council

**OBJECTIVE:** To adopt the meeting Minutes 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 Monrovia City Council Meeting.

**COUNCIL ACTION REQUIRED:** If the City Council concurs, the appropriate action would be a motion to adopt the Minutes of the December 17, 2019, Regular Meeting.

**CC-1**

**MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, DECEMBER 17, 2019, 7:30 P.M.**

**CONVENE:** Mayor Tom Adams convened the Regular Meeting of the Monrovia City Council on Tuesday, December 17, 2019, at 7:36 p.m. in City Council Chambers, in honor of Madilyn Rose Rodgers, born on December 16, 2019, to the parents of Bryan and Candace Rodgers. In attendance were City Manager Dylan Feik, City Attorney Craig Steele, and City Clerk Alice D. Atkins.

**INVOCATION:** Father Neil Tadken led the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Tom Adams led the pledge.

**ROLL CALL:** In attendance were Councilmembers Gloria Crudgington, Becky A. Shevlin, Mayor Pro Tem Larry Spicer, and Mayor Tom Adams. Councilmember Alexander C. Blackburn was excused.

**REPORT OF CLOSED SESSION:** None.

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Annual Ugly Sweater Contest:** The City Council and staff participated in the Annual Ugly Sweater Contest, crowning City Clerk Atkins, Councilmember Shevlin and Councilmember Crudgington as this year's winners.

**PR-2 Recognition of Assemblymember Holden's 2019 Small Business of Distinction Honoree Keisha Bowen and Senator Portantino's 2019 Women in Business Honorees Keisha Bowen and Linda Sells:** The City Council presented certificates to the honorees.

**PR-3 Recognition of 2019 Home Decorating and Window Display Contest Winners:** Recreation Manager Rebecca Sandoval and Community Services Director Tina Cherry assisted the Mayor and City Council in recognizing this year's award recipients.

**PR-4 Introduction of Newly Hired Employees:** Interim Assistant City Manager Lauren Vasquez assisted Assistant to the City Manager Brittany Mello in introducing newly hired Management Analyst Jason Loya.

**PR-5 Pasadena Humane Society Pet of the Month:** Pasadena Humane Society Outreach Coordinator Michelle Holbrook introduced Hope, this month's pet available for adoption through the Pasadena Humane Society.

**STUDENT GOVERNMENT REPRESENTATIVE REPORT:** Student Liaison Antonio Delgado was excused.

**CONSENT CALENDAR:** It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Shevlin, to approve the consent calendar. The motion carried unanimously. The consent calendar consisted of the following items:

**CC-1 Unadopted Minutes of the December 3, 2019, Special and Regular Meetings of the Monrovia City Council:** The City Council adopted the Minutes of the December 3, 2019, Special and Regular Meetings of the Monrovia City Council.

**CC-2 Payroll No. 25 in the Net Amount of \$680,072.46 and Warrant Registers dated November 27, December 5, and December 12, 2019, in the Total Amounts of \$538,089.59, \$355,344.17, and \$725,713.73, Respectively:** The City Council approved Payroll No. 25 in the net amount of \$680,072.46 and Warrant Registers dated November 27, December 5, and December 12, 2019, in the total amounts of \$538,089.59, \$355,344.17, and \$725,713.73, respectively.

**CC-3 Amendment to the Monrovia Municipal Code Relating to the Transactions and Use Tax; Adoption of Ordinance No. 2019-16:** The City Council adopted Ordinance No. 2019-16.

**CC-4 Approval of the 2020 Local Appointments List and Designation of the Monrovia Public Library to Receive a Copy of the List:** The City Council approved the Local Appointments List and designated the

Monrovia Public Library to receive a copy of the list.

**CC-5 Application for 2020 Census Funding through the County of Los Angeles; Resolution No. 2019-72:** The City Council adopted Resolution No. 2019-72.

**CC-6 Annual Investment Policy Update, Resolution No. 2019-68:** The City Council adopted Resolution No. 2019-68.

**CC-7 Amendment No. 1 to the Agreement with Commercial Cleaning Services for Janitorial Maintenance Services at City Facilities for the Period Ending August 31, 2020:** The City Council approved Amendment No. 1 to the agreement with Commercial Cleaning Systems to extend the term of the agreement through the period ending August 31, 2020, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-8 2019 Update to Title VI Plan for Use of Federal Transportation Funds, Resolution No. 2019-73:** The City Council adopted Resolution No. 2019-73.

#### **PUBLIC INPUT:**

1. Betty Thomas, Monrovia
2. Sari Canales, Monrovia Chamber of Commerce
3. Gordon Chappelle, Monrovia

#### **PUBLIC HEARINGS / MEETINGS:**

**PH-1 Amendment to Title 15 of the Monrovia Municipal Code, Adopting by Reference the 2019 Edition of the California Building Standards Code, Known as the California Code Of Regulations (Part 2 Of Title 24), Based on the 2018 International Building Code Volumes I And II; the 2019 California Historical Building Code (Part 8 of Title 24), the 2019 California Existing Building Code (Part 10 of Title 24) Appendix A, Chapter A-1 Seismic Strengthening Provisions for Unreinforced Masonry Bearing Wall Buildings, Chapter A-3 Prescriptive Provisions for Seismic Strengthening of Cripple Walls and Sill Plate Anchorage of Light Wood-Frame Residential Buildings Based on the 2018 International Building Existing Code; the 2019 California Residential Code (Part 2.5 Of Title 24), Based on the 2018 International Residential Code; the 2019 California Green Building Standards Code Chapter 4 and Chapter 5 of Mandatory Measures Only (Calgreen) (Part 11 of Title 24); the 2019 California Plumbing Code (Part 5 Of Title 24), Based on the 2018 Uniform Plumbing Code; the 2019 California Mechanical Code (Part 4 of Title 24), Based on the 2018 Uniform Mechanical Code; the 2019 California Energy Code (Part 6 of Title 24), the 2019 California Electrical Code (Part 3 of Title 24), Based on the 2017 National Electrical Code; the 2019 California Fire Code (Part 9 of Title 24), Based on the 2018 International Fire Code; and Readopting the 1997 Edition of the Uniform Housing Code, the 1997 Edition of the Administrative Code, the 2018 Uniform Solar Energy and Hydronics Code, the 1997 Edition of the Building Security Code, Adopting Penalties for Violations Thereof, and Adopting Certain Amendments, Additions, and Deletions and Making Findings in Support Thereof**

Evan Nuckles, Building & Safety Division Manager, reviewed the report and answered questions of the City Council.

Mayor Adams opened and closed the public hearing, as no one present wished to speak on this item.

**It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Crudginton, to adopt Ordinance No. 2019-11.** The motion carried unanimously.

#### **REPORTS OF CITY MANAGER AND STAFF:**

**RCM-1 Fire Chief Brad Dover's Graduation from the National Fire Academy:** City Manager Feik recognized Fire Chief Dover for his recent graduation from the National Fire Academy.

**RCM-2 City Council Directives Update:** City Manager Feik provided an update on items recently added to the log of City Council Directives. The City Council directed staff to extend the Historic Preservation Commission unscheduled vacancy application period for an additional 30 days due to the Holiday Season.

**RCM-3 South Coast Air Quality Management District (SCAQMD) Air Quality Update; Governing Board Member Michael Cacciotti:** Board Member Cacciotti reviewed the purpose of the SCAQMD and provided an update on programs and grant opportunities.

#### **REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES**

##### **RCC-1 Mayor Tom Adams**

- (a) Santa Tours
- (b) Wished the community a Merry Christmas and Happy Holidays

##### **RCC-2 Mayor Pro Tem Larry J. Spicer**

- (a) Foothill Workforce Development Board
- (b) Wished the community a Merry Christmas and a Happy New Year

**RCC-3 Councilmember Alexander C. Blackburn** was excused.

##### **RCC-4 Councilmember Gloria Crudgington**

- (a) Recent San Gabriel Valley Council of Governments for Water Policy Committee and Regional Water Board meetings

##### **RCC-5 Councilmember Becky A. Shevlin**

- (a) Recent and upcoming meetings of the San Gabriel Valley Council of Governments Homeless Committee, Southern California Association of Governments Economic Summit, San Gabriel Valley Mosquito & Vector Control District, and Foothill Transit Executive Board
- (b) Upcoming community events
- (c) Wished the community a Merry Christmas and Happy Holidays

#### **ADMINISTRATIVE REPORTS:**

**AR-1 Administrative Policy No. 2.09 Relating to the Discontinuation of Water Service for Non-Payment, Resolution No. 2019-71; and Amendment to Monrovia Municipal Code Chapter 13.04.090 and 13.04.170, Introduction and First Reading of Ordinance No. 2019-17**

Deputy Administrative Services Director Alex Kung reviewed the report and answered questions of the City Council.

It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Crudgington, to adopt Resolution No. 2019-71 and introduce, waive further reading, and read by title only Ordinance No. 2019-17. The motion carried unanimously by a roll call vote.

City Attorney Steele read the title of Ordinance No. 2019-17 as follows:

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, AMENDING SECTIONS 13.04.090 AND 13.04.170 OF THE MONROVIA MUNICIPAL CODE**

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

**MHA CONVENE:** Chairman Tom Adams convened the Regular Meeting of December 17, 2019, of the Monrovia Housing Authority at 9:37 p.m. without adjourning the City Council Meeting.

**MHA ROLL CALL:** Those in attendance were Boardmembers Gloria Crudgington, Becky A. Shevlin, Vice-Chairwoman Larry J. Spicer, and Chairman Tom Adams. Boardmember Alexander Blackburn was excused.

**MHA CONSENT CALENDAR:** It was moved by Boardmember Shevlin, seconded by Boardmember Crudgington, to approve the consent calendar. The motion carried unanimously. The Consent Calendar consisted of the following Agenda Items:

**MHA CC-1 Unadopted Minutes of December 18, 2018, Regular Meeting of the Monrovia Housing Authority:** The Housing Authority adopted the minutes of the December 18, 2018, Regular Meeting.

**MHA CC-2 Fiscal Year 2018-2019 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2018-2019 Housing Successor Annual Report:** The Housing Authority received and filed the 2018-2019 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2018-2019 Housing Successor Annual Report.

**MHA PUBLIC HEARINGS/MEETINGS:** None

**MHA ADMINISTRATIVE REPORTS:** None

**MHA ADJOURNMENT:** Chairman Adams adjourned the Monrovia Housing Authority Meeting and reconvened the City Council Meeting at 9:38 p.m.

**RECONVENE CITY COUNCIL 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, January 7, 2020, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT:** At 9:40p.m., Mayor Adams adjourned the meeting in memory of Byron Greer, longtime Monrovia Resident, retired Vice-Principal of Clifton Middle School, and former teacher and coach.

APPROVED:

ATTEST:

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Tom Adams, Mayor

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Alice D. Atkins, MMC, City Clerk