



# CITY COUNCIL AGENDA REPORT



**DEPARTMENT:** Administration

**MEETING DATE:** February 19, 2019

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

**AGENDA LOCATION:** CC-1

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**TITLE:** Unadopted Minutes of the February 5, 2019, Special and Regular Meetings 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 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 February 5, 2019 Special and Regular Meetings of the Monrovia City Council.

**CC-1**

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, FEBRUARY 5 2019, 7:30 P.M.**

**CLOSED SESSION:** Mayor Tom Adams convened the Closed Session of the Monrovia City Council on Tuesday, February 5, 2019, at 6:31 p.m. City Council Chambers, 415 S. Ivy Avenue, Monrovia, California, and 222 N. Myrtle Avenue, Monrovia, California, at which Mayor Tom Adams, Mayor Pro Tem Becky, and Councilmember Gloria Crudginton were present to discuss the following items: CS-1 Conference with Legal Counsel, Initiation of Litigation Pursuant to Government Code §54956.9(d)(4); One (1) Potential Case; CS-2 Conference with Real Property Negotiator pursuant to Government Code §54956.8; APN 8516-012-017; City Negotiator: City Manager; Negotiating Party: United Methodist Church of Monrovia; Under Negotiation: Price and Terms of Payment; and CS-3 Conference with Real Property Negotiator pursuant to Government Code §54956.8; Assessor Parcel Nos. 8503-001-020, 8503-016-009; City Negotiator: City Manager; Negotiating Party: Violet Ouyang Trust; Under Negotiation: Price and Terms of Payment. Councilmember Crudginton participated by teleconference; Councilmembers Alexander C. Blackburn and Larry J. Spicer were excused. Mayor Adams adjourned the Closed Session meeting at 7:05 p.m.

**CONVENE:** Mayor Adams convened the Special and Regular Meeting of the Monrovia City Council on Tuesday, February 5, 2019, at 7:30 p.m. in City Council Chambers, 415 S. Ivy Avenue, Monrovia, California, and 222 N. Myrtle Avenue, Monrovia, California. In attendance were City Manager Oliver Chi, City Attorney Craig Steele, and Assistant to the City Clerk Ashton Gout.

**INVOCATION:** David Good led the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Pro Tem Shevlin led the pledge.

Mayor Adams announced that Ashton Gout, Assistant to the City Clerk, obtained her Certified Municipal Clerk designation as of February 4, 2019.

**ROLL CALL:** In attendance were Councilmember Gloria Crudginton, Mayor Pro Tem Becky A. Shevlin, and Mayor Tom Adams. Councilmember Crudginton participated in this meeting by teleconference. Councilmembers Alexander C. Blackburn and Larry J. Spicer were excused.

**REPORT OF CLOSED SESSION:** City Attorney Steele reported that the City Council met in closed session regarding the three items on the posted agenda and took no reportable action.

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Proclaiming February 2019 as Black History Month:** The Mayor and City Council presented the proclamation to Barbara Gholar, who accepted on behalf of the Monrovia Duarte Black Alumni Association.

**PR-2 Recognition of Monrovia Police Department Explorer Post 132 for Achievements at the 2019 Chandler Police Department Explorer Tactical Competition:** The Mayor and City Council assisted Police Lieutenant Sarah Covarrubias in recognizing the Monrovia Police Department Explorer Post 132.

Mayor Adams and the entire City Council recognized Mayor Pro Tem Shevlin's birthday with a cake.

**STUDENT GOVERNMENT REPRESENTATIVE REPORT:** Student Liaison Jessica Orozco reported on activities at the high school.

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

**CC-1 Unadopted Minutes of the January 15, 2019, Special and Regular Meetings and the January 25, 2019, Special Meeting of the Monrovia City Council:** The City Council adopted the Minutes of the January 15, 2019, Special and Regular Meetings and the January 25, 2019, Special Meeting of the Monrovia City Council.

**CC-2 Payroll No. 2 in the Net Amount of \$651,037.48, and Warrant Registers dated January 17, January 24, and January 31, 2019, in the Total Amounts of \$1,008,293.17, \$806,273.72, and \$503,904.51,**

**Respectively:** The City Council approved Payroll No. 2 in the net amount of \$651,037.48, and Warrant Registers dated January 17, January 24, and January 31, 2019, in the total amounts of \$1,008,293.17, \$806,273.72, and \$503,904.51, respectively.

**CC-3 2017-2018 California Public Library Survey:** The City Council received and filed the report.

**CC-4 Instructional Service Agreement between Los Angeles Community College District and Monrovia Fire & Rescue for the Period Ending June 30, 2023:** The City Council approved the Instructional Service Agreement between Los Angeles Community College District and Monrovia Fire & Rescue for the ending June 30, 2023, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-5 Approval of Amendment Agreement with Main San Gabriel Basin Watermaster Extending Cyclic Storage Agreement through January 2024:** The City Council approved the Amendment Agreement with Main San Gabriel Basin Watermaster to extend the Cyclic Storage Agreement through January 2024 and authorized the City Manager to execute the agreement in a form approved by the City Attorney.

#### **PUBLIC INPUT:**

1. Basil Hewitt, Los Angeles County Sanitation District
2. Helen Shaw, Southern California Gas Company
3. Rafael Medina, Santa Anita Family YMCA Youth and Government
4. Brian Tindall, Monrovia
5. Sari Canales, Monrovia Chamber of Commerce

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

**PH-1 Open and Continue to February 19, 2019; Appeal of Planning Commission Decision to Deny Minor Exception Number ME2018-0008 for the property located at 109 East Lemon Avenue by Joe Kouchakian, Appellant**

The Public Hearing was opened and continued to February 19, 2019.

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

**RCM-1 City Council Directives Update:** City Manager Chi provided an update on items recently added to the log of City Council Directives.

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

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

- (a) Asked community to keep Councilmember Crudginton in their thoughts and prayers

##### **RCC-2 Mayor Pro Tem Becky Shevlin**

- (a) Upcoming community events

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

##### **RCC-4 Councilmember Gloria Crudginton**

- (a) Enhanced Watershed Management Program Project by the Los Angeles Regional Water Board
- (b) Rio Hondo Watershed Committee Board
- (c) Alternate for Upper San Gabriel Valley Watershed Board
- (d) Recent diagnosis of Oral Cancer

**RCC-5 Councilmember Larry J Spicer** was excused.

#### **ADMINISTRATIVE REPORTS:**

##### **AR-1 Amendment No. 4 to the Employment Contract for the City Manager**

City Attorney Steele reviewed the agenda report and answered questions of the City Council.

Public Input:

1. Gayle Montgomery, Monrovia

Following brief discussion, **it was moved by Mayor Pro Tem Shevlin, seconded by Councilmember Crudgington, to approve Amendment No. 4 to the Employment Contract between the City of Monrovia and Oliver Chi in the form attached to this staff report and authorize the Mayor to execute it.** The motion carried unanimously by roll call vote.

**AR-2 Fiscal Year 2017-2018 Comprehensive Annual Financial Report**

Buffy Bullis, Administrative Services Director, with the assistance of Debbie Harper, Managing Partner at Lance, Soll & Lunghard, reviewed the agenda report and answered questions of the City Council.

Following a brief discussion, **it was moved by Mayor Pro Tem Shevlin, seconded by Councilmember Crudgington, to receive and file the report.** The motion carried unanimously by roll call vote.

**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, February 19, 2019, 7:30 p.m., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT:** At 8:51 p.m., Mayor Adams adjourned the meeting in memory of Heather Sizemore, wife of Former Community Development Director Steve Sizemore.

ATTEST:

APPROVED:

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Tom Adams, Mayor

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Alice D. Atkins, CMC, City Clerk