

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, DECEMBER 19, 2017, 7:30 P.M.**

CLOSED SESSION: Mayor Tom Adams convened the Closed Session of the Monrovia City Council of Tuesday, November 21, 2017, at 6:35 p.m. in City Council Chambers, at which all members were present, with the exception of Mayor Tom Adams, 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; and CS-2 Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9(d)(1); Richard Doney vs. City of Monrovia, Workers' Compensation Case No. COMV-0474. Mayor Adams adjourned the Closed Session Meeting at 7:10 p.m.

CONVENE: Mayor Tom Adams convened the Regular Meeting of the Monrovia City Council on Tuesday, December 19 2017, at 7:32p.m. in City Council Chambers. In attendance were City Manager Oliver Chi, City Attorney Craig Steele, and City Clerk Alice D. Atkins.

INVOCATION: Pastor Nicholas Melazzo led the invocation.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Gloria Crudginton led the Pledge of Allegiance.

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

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

The following item was heard out of order:

RCM-2 Norumbega Fire Update: Fire Chief Dover gave an update on recent fire incidents in Monrovia near Oakglade Drive and Norumbega Drive.

PRESENTATIONS/PROCLAMATIONS:

The following was heard out of order:

PR-2 Introduction of Newly Hired and Recently Promoted Employees: Recreation Supervisor Rebecca Sandoval introduced newly hired Recreation Coordinator Ashley Gonzales; Water Systems Manager Paul Zampiello introduced newly hired Customer Service Representative Richard Vasquez; Chase Buckelew introduced newly hired Maintenance Lead Worker Patrick Olivas and Maintenance Worker Jule Grant; and Chief Alan Sanvictores introduced recently promoted Operations Division Captain Heather Harvey and Services Division Roberto Wilken

PR-1 Recognition of Holiday Parade Award Recipients and Home Decorating Contest Winners: Recreation Supervisor Rebecca Sandoval, Ashley Sandoval and Brooke Putich assisted the Mayor and City Council in recognizing the award recipients.

PR-3 Pasadena Humane Society Pet of the Month: Pasadena Humane Society Executive Director Julie Bank introduced Lana, this month's pet available for adoption through the Pasadena Humane Society.

STUDENT GOVERNMENT REPRESENTATIVE REPORT: Student Liaison Ciera Miller reported on activities at the high school.

ORDER OF BUSINESS: No change to the order of business.

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

CC-1 Unadopted Minutes of the December 5, 2017, Regular Meeting and December 7, 2017, Special Meeting of the Monrovia City Council: The City Council adopted the Minutes of the December 5, 2017, Regular Meeting and December 7, 2017, Special Meeting.

CC-2 Payroll No. 25 in the Net Amount of \$658,604.27, and Warrant Registers dated December 7 and 14, 2017 in the Total Amounts of \$485,623.55, and \$810,868.34, Respectively: The City Council approved Payroll No. 25 in the net amount of \$658,604.27, and Warrant Registers dated December 7 and 14, 2017 in the total amounts of \$485,623.55, and \$810,868.34, respectively.

CC-3 Approval of the 2018 Local Appointments List and Designation of the Monrovia Public Library to Receive a Copy of the List, and Request to Extend Application Period for an Unscheduled Vacancy on the Historic Preservation Commission: The City Council approved the Local Appointments List and designated the Monrovia Public Library to receive a copy of the list; and extended the application period for the anticipated unscheduled vacancy on the Historic Preservation Commission to 15 calendar days or through January 12, 2018, whichever is later.

CC-4 Updating the Fiscal Year 2016-2017 Budget Transfer Schedule, Resolution No. 2017-47: The City Council adopted Resolution No. 2017-47.

CC-5 Consultant Services Agreement with National Plant Services, Inc. for On-Call Sewer Maintenance Services for the Period Ending December 31, 2018: The City Council approved an on-call maintenance agreement with National Plant Services, Inc., in an amount not to exceed \$150,000 and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-6 Consultant Services Agreement with Electric Service & Supply Company for On-Call Electrical Design and Maintenance Services for the Period Ending December 31, 2018: The City Council approved an agreement with ESSCO, Inc. for on-call electrical design and maintenance services through the period ending December 31, 2018 and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-7 Consultant Services Agreement with Merrell-Johnson Engineering, Inc., for On-Call Civil Engineering Services for the Period Ending June 30, 2020: The City Council approved an agreement with Merrell-Johnson Engineering, Inc., for on-call engineering services through the period ending June, 30, 2020, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-8 Consultant Services Agreement with Ventura Business Systems for the Support of Library Printing Software for the Period Ending November 1, 2020: The City Council approved an agreement with Ventura Business Systems and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-9 Annual Investment Policy Update, Resolution No. 2017-46: The City Council adopted Resolution No. 2017-46.

CC-10 Consideration of Proposed Positional Adjustments: The City Council approved the Principal Accountant job classification, Authorized Personnel Allocations, and Classification & Compensation System listing.

PUBLIC INPUT: None

PUBLIC HEARINGS / MEETINGS: None.

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.

RCM-2 Norumbega Fire Update: This item was heard out of order following Report of Closed Session above.

RCM-3 Review of Regulations Related to Tattoos: Craig Jimenez provided a review of current regulations and discussions with Monrovia Old Town Advisory Board and Planning Commission related to consideration of revised regulation to allow for tattoo operations as an ancillary use in Old Town.

Public Input:

1. Pam Fitzpatrick, Monrovia

Following discussion, Staff was directed to survey Old Town merchants and building owners.

RCM-4 Los Angeles County Community Choice Aggregation Update: Oliver Chi reviewed the item currently coordinated by the San Gabriel Valley Council of Governments.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

RCC-1 Mayor Tom Adams had no report.

RCC-2 Mayor Pro Tem Gloria Crudgington

(a) Recent Audit Committee Meeting

RCC-3 Councilmember Alexander C. Blackburn had no report.

RCC-4 Councilmember Becky Shevlin:

(a) Southern California Association of Governments and San Gabriel Valley Council of Governments Weekly Updates

(b) Measure M quarter-cent sales tax and shift in funding allocated to San Gabriel Valley Council of Governments

(c) LA County Mental Health Legislative Proposal

(d) Mosquito & Vector Control District

(e) Shop Monrovia

RCC-5 Councilmember Larry J Spicer had no report.

ADMINISTRATIVE REPORTS:

AR-1 Amendment No. 3 to the Employment Contract for the City Manager

City Attorney, Craig Steele, reviewed the Agenda Report and answered questions of the City Council.

Following a brief discussion, **it was moved by Mayor Pro Tem Crudgington, seconded by Councilmember Blackburn, to approve Amendment No. 3 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 Statement of Goals and Policies for the Use of the Mello-Roos Community Facilities Act of 1982, Resolution No. 2017-50

City Manager, Oliver Chi, reviewed the Agenda Report and answered questions of the City Council.

Public Input:

1. Brenda Trainor, Monrovia

Following a brief discussion, **it was moved by Councilmember Spicer, seconded by Councilmember Blackburn, to adopt Resolution No. 2017-50.** The motion carried unanimously.

AR-3 Calling for a Special Election on Tuesday, June 5, 2018, to Submit for Voter Consideration a Proposed Ordinance Increasing the Rate of the City's Transient Occupancy Tax from Ten Percent to Twelve Percent, and Establishing the Priorities for Written Arguments in Support of and / or Against the Measure, Resolution Nos. 2017-48 and No. 2017-49

City Manager, Oliver Chi, reviewed the Agenda Report and answered questions of the City Council.

Public Input:

1. Gayle Montgomery, Monrovia

It was moved by Councilmember Shevlin, seconded by Mayor Pro Tem Crudgington, to adopt Resolution Nos. 2017-48 and 2017-49. The motion carried unanimously.

The following reports were presented concurrently:

AR-4 Acceptance of Work, File Notice of Completion, and Release of Retention Funds to C.S. Legacy Construction, Inc. for the Julian Fisher Park Improvements Project, Project No. C-3097

AR-5 Acceptance of Work, File Notice of Completion, and Release of Retention Funds for Musco Sports Lighting, LLC, for the Construction of a Lighting System as a Component of the Julian Fisher Park Improvements Project, Project No. C-3097

Tina Cherry, Public Services Director, reviewed the Agenda Reports and answered questions of the City Council.

It was moved by Mayor Pro Tem Crudgington, seconded by Councilmember Blackburn, to accept the work of C.S. Legacy Construction, Inc., for the Julian Fisher Park Improvement Project, Project No. C-3097, authorize the City Clerk to file the Notice of Completion, and direct the City Engineer to release all retained funds in accordance with the contract provisions; and to accept the work of Musco Sports Lighting, LLC, for the Construction of a Lighting System as a Component of the Julian Fisher Park Improvements Project, Project No. C-3097, authorize the City Clerk to file the Notice of Completion, and direct the City Engineer to release all retained funds in accordance with the contract provisions. The motion carried unanimously.

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

MHA CONVENE: Chairman Tom Adams convened the Regular Meeting of December 19, 2017, of the Monrovia Housing Authority at 10:04 p.m. without adjourning the City Council Meeting.

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

MHA CONSENT CALENDAR: **It was moved by Boardmember Blackburn, seconded by Vice Chair 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 20, 2016, Regular Meeting of the Monrovia Housing Authority: The Housing Authority adopted the minutes as presented.

MHA CC-2 Fiscal Year 2016-2017 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2016-2017 Housing Successor Annual Report: To receive and file the 2016-2017 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2016-2017 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 10:05 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 16, 2017, 7:30 p.m., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT: At 10:06 p.m., Mayor Tom Adams adjourned the meeting in memory of Margaret Milano, Mother of Consulting Development Services Engineer Dominic Milano; Elvira Gonzalez, Mother-in-Law of Code Enforcement Officer Enrique Macias; Eduardo D. Livraga, Father-in-Law of Code Enforcement Officer Krystina

Livraga; Luther Batice, Father-in-Law of Neighborhood & Business Services Division Manager Sheila Spicer-Batice; and Maria Socorro Alvarez, Mother-in-Law of Community Development Senior Administrative Assistant Sylvia Alvarez.

APPROVED:

ATTEST:

Tom Adams, Mayor

Alice D. Atkins, CMC, City Clerk