

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA RENEWAL CITIZENS ADVISORY COMMITTEE
HELD WEDNESDAY, FEBRUARY 28, 2018 AT 7:00 P.M.**

CONVENE: Chair Shieff convened the Regular Meeting of the Monrovia Renewal Citizens Advisory Committee on Wednesday, February 28, 2018 at 7:09 p.m. in the Library Community Room at the Monrovia Public Library, 321 S. Myrtle Ave., Monrovia, California. Staff in attendance: City Manager Oliver Chi, Public Works Division Manager Sean Sullivan, Management Analyst Alex Tachiki, Management Analyst Caroline Velarde and Senior Administrative Assistant Susan Matthews. Public Services Director Tina Cherry absent and excused.

PLEDGE OF ALLEGIANCE: Chair Shieff

ROLL CALL: Chair Shieff, Vice Chair Wall and Committee Member Bowen. Committee Member Pokrajac absent and excused.

IN MEMORIUM: Chair Shieff in remembrance of Secretary John Foltz

CONSENT CALENDAR: It was moved by Vice Chair Wall, seconded by Committee Member Bowen to approve the consent calendar. The motion carried unanimously. The Consent Calendar consisted of the following Agenda items:

CC-1 Unadopted Minutes of the October 25, 2017 Regular Meeting: The Committee adopted the Minutes of the October 25, 2017 Regular Meeting.

PRESENTATIONS: None

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS: None

REPORTS FROM STAFF:

A. Project Administration, Status, Schedules, and Coordination of Work Update: Public Services Manager Sean Sullivan addressed the Committee:

Introduction of Management Analyst Caroline Velarde. Caroline will be taking the lead on the Water Service Connection Project and providing support with Customer Service and Project Outreach.

NW Section Update

- Water Service Line Relocation - begins March 5, 2018
- Street Paving:
 - Pulverization and cold milling – begins March 12, 2018
 - Paving – begins March 19, 2018
- Street Striping – begins April 2, 2018
- Anticipated completion – April 16, 2018

Phase II Water Distribution Line Replacement Project - Management Analyst Alex Tachiki presented:

CC-1

- Moving the water service lines from the alley to the front of the house. We need to access private property to make the final connection. Any disturbed private property will be replaced in kind.
- There are 105 residences impacted by this project. Mr. Tachiki explained that he and Management Analyst Caroline Velarde are splitting the locations to assist with outreach.
- The relocation of the line is different for each property. Mr. Tachiki and Ms. Velarde are working on setting up meetings with residents, plumbers and the design engineers to create a new design for each location. We have identified 4 plumbing companies that will work on the tie-overs on private property.
- Work will begin on March 6 and is estimated to take between 4-6 weeks to complete.

Phase II South Project Update

- Design and Precision Concrete Cutting work is complete
- Significant amount of roadway improvements in the South
- No major full street long pipe replacement in the South
- 148 water service lines will be replaced
- Valve and pipeline work on Myrtle Ave
- Additional Scope – Drainage issues – City Manager Oliver Chi presented:
 - We are adding 7 new catch basins and 4 dry wells in the South. These improvements will allow water to drain and will protect the investment we are making in concrete replacement. Monrovia will have the first green streets in the area which is environmentally friendly!
- AOC to Sequel Contractors, Inc. on January 16, 2018 tentative schedule:
 - Pre-construction meeting – February 10, 2018
 - Mobilize – Week of April 3, 2018
 - Work slated to begin – April 10, 2018
 - Contract allows for 180 days (9 months)
 - Catch Basins and Dry Wells – May or June

Oakglade Reservoir Project Update

- Base bid and all of the add-ons brought the project cost to \$6,000,000, versus the original estimate of \$3,000,000 (see additional discussion in the budget update).

B. Budget Update: Public Services Director Tina Cherry was absent. City Manager Oliver Chi presented to the committee:

- **Updated Monrovia Renewal Project Approach Update:**
 - Mr. Chi discussed work that needs to be done and asked for the committee's input. He presented the new proposed project approach:
 - Prioritize completion of all street work, sidewalk repairs, sewer line upgrades, and water line upgrades
 - Prioritize key water facility improvements
 - Shift non-priority water facility improvements to M/O activities
 - Put Oakglade Reservoir Project on hold/look at other alternatives
 - Move forward on the New Well Siting Project
 - Continue to move forward on the well field electrical improvements

C. Public Outreach and Communication Update: The following examples were discussed:

- Regular updates in the City Managers Weekly, website and social media posts
- List serve has died out at 200. We will work to improve/grow the MR list serve
- Door to door outreach on special projects
- Improved construction notices and process
 - 5 days prior
 - 2 days prior
 - 1 day before driveway work
 - 1 day before paving
- Use of electronic reader boards
- Contractor including community meeting flyers in construction notices
- Direct weekly outreach to Monrovia Unified School District
- Outreach to Monrovia-Arcadia-Duarte Town Council
- City information booth at Friday Night Street Fair
- Information in Monrovia Today
- Upcoming South Section Community Meeting
 - April 19, 2018, 6:30 p.m. at Santa Fe Middle School

REPORTS/ANNOUNCEMENTS FROM COMMITTEE MEMBERS: None

NEXT SCHEDULED MEETING: The next Regular Meeting of the Monrovia Renewal Citizens Advisory Committee is scheduled for a time and place to be determined in the next quarter.

AJOURNMENT: Chair Shieff adjourned the meeting at 9:03 p.m.