

# MONROVIA CITY COUNCIL AGENDA

City Council Chambers  
415 South Ivy Avenue, Monrovia, California 91016

## Welcome to the Monrovia City Council Meeting Tuesday, June 19, 2018, 7:30 P.M.



### 74<sup>th</sup> CITY COUNCIL

Tom Adams  
Mayor

Becky A. Shevlin  
Mayor Pro Tem

Alexander C. Blackburn  
Councilmember

Gloria Crudgington  
Councilmember

Larry J. Spicer  
Councilmember

Stephen R. Baker  
City Treasurer

Alice D. Atkins  
City Clerk

Oliver Chi  
City Manager

Craig A. Steele  
City Attorney

Thank you for participating in tonight's meeting. The City Council encourages public participation, and invites you to share your views on City business.

**MEETINGS:** Regular Meetings of the City Council are held on the first and third Tuesday of each month at 7:30 P.M. in City Council Chambers. A full City Council agenda packet with all backup information is available at City Hall, the Monrovia Library, and on the City's website at [www.cityofmonrovia.org](http://www.cityofmonrovia.org). Copies of individual Agenda Reports are available via email upon request ([aatkins@ci.monrovia.ca.us](mailto:aatkins@ci.monrovia.ca.us)). Documents distributed to a majority of the City Council after the posting of this agenda will be available for review at the Office of the City Clerk, 415 South Ivy Avenue, Monrovia, California. Community Media of the Foothills (KGEM) shows both live broadcasts and replays of City Council Meetings on cable television and over the Internet at [www.foothillsmedia.org](http://www.foothillsmedia.org). Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice as previously described.

**CITIZEN PARTICIPATION:** Your participation is welcomed and invited at all City Council meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Council. The City requests that persons addressing the City Council refrain from making personal, slanderous, profane or disruptive remarks.

**TO ADDRESS THE CITY COUNCIL,** where possible, please submit a *Speaker's Information Form* to the City Clerk prior to your comments, or simply come to the podium when the Mayor asks for those who wish to speak, and state your name for the record. Please provide the City Clerk with a copy of any written materials used in your address to the Council as well as a copy of any printed materials you wish the City Clerk to distribute to the City Council.

**MATTERS NOT ON THE AGENDA** should be presented within a three to five minute time frame during the time designated as "PUBLIC INPUT." Speakers will be heard on a first come, first served basis during the 45-minute period of *Public Input*. Additional speakers will be accommodated during *Public Input, Continued*, following public City Business. **By State law, the City Council may not discuss or vote on items not on the agenda.**

**MATTERS ON THE AGENDA:** If you wish to address the City Council on a matter on the agenda, please indicate the Agenda Item Numbers(s) on the *Speaker's Information Form*. Your name will be called at the appropriate time and you may proceed with your presentation within the five (5) minute time frame.

**PUBLIC HEARINGS AND APPEALS** are items scheduled for which public input is either required or desired. The applicant shall be allowed a ten (10) minute time frame to present project testimony and a five (5) minute time frame to respond following further public testimony. Appellants will be afforded the same opportunities. Other members of the public who wish to speak have a five (5) minute time frame with no rebuttal time.

**ROUTINE MATTERS** can usually be handled more quickly by taking it up directly with the City Department (see last page) providing the particular service involved.

**AGENDA ITEMS:** The Agenda contains the regular order of business of the City Council. Items on the Agenda have generally been reviewed and investigated by the City Staff in advance of the meeting so that the City Council can be fully informed about a matter before making its decision.

**CONSENT CALENDAR:** Items listed on the Consent Calendar are considered to be routine by the City Council and will be acted upon by one motion. There will be no separate discussion on these items unless a Councilmember or citizen so requests. In this event, the item will be removed from the Consent Calendar and considered at the time designated for *Items Pulled From Consent Calendar*. If you would like an item on the Consent Calendar discussed, simply tell the City Clerk or a member of the City Council.



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office at 932-5505. Please notify the City Clerk's Office at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. Council Chambers is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.



REGULAR MEETING  
of the 74<sup>th</sup>  
MONROVIA CITY COUNCIL  
City Council Chambers  
415 South Ivy Avenue  
Tuesday, June 19, 2018  
7:30 P.M.

Copies of the Staff Reports or other written documentation relating to each proposed item of business presented for consideration by the City Council on the Agenda are on file in the Office of the City Clerk.

To comply with recent court decisions, the City of Monrovia has advised persons giving the invocation not to recite sectarian references or prayers.

CONVENE Mayor Tom Adams  
IN HONOR Daniel Boyajian, born June 2, 2018, to Greg and Narine Boyajian  
Diego Alexander Cortina, Born June 3, 2018, to Amy Cortina and Shane Mathias  
INVOCATION Pastor Brandan Spencer  
PLEDGE OF ALLEGIANCE Councilmember Larry J. Spicer  
ROLL CALL Councilmembers Alexander C. Blackburn, Gloria Crudgington, Larry J. Spicer,  
Mayor Pro Tem Becky A. Shevlin, and Mayor Tom Adams

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

PR-1 **Introduction of Newly Hired and Promoted Employees**  
Staff Reference: Lauren Vasquez, Deputy City Manager

PR-2 **Pasadena Humane Society Pet of the Month**

STUDENT GOVERNMENT REPRESENTATIVE REPORT – To resume in September

ORDER OF BUSINESS

CONSENT CALENDAR

All items on the Consent Calendar are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Calendar and considered in its normal sequence. If you would like an item on the Consent Calendar discussed, simply tell the City Clerk or a member of the City Council.

CC-1 [Unadopted Minutes of the June 5, 2018, Special and Regular Meetings of the Monrovia City Council](#)

Staff Reference: Alice Atkins, CMC, City Clerk

Recommendation: Adopt the Minutes of the June 5, 2018, Special and Regular Meetings

CC-2 [Payroll No. 12 in the Net Amount of \\$608,724.57, and Warrant Registers dated June 7 and June 14, 2018, in the Total Amounts of \\$494,236.26 and \\$2,945,384.54, Respectively](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll No. 12 in the Net Amount of \$608,724.57 and Warrant Registers dated June 7, 2018, and June 14, 2018, in the Total Amounts of \$494,236.26 and \$2,945,384.54, respectively

- CC-3 [Award of Contract for Publication of Legal Advertisements to Beacon Media, Inc., for the period ending June 30, 2019](#)  
Staff Reference: Alice Atkins, CMC, City Clerk  
Recommendation: Award a contract to Beacon Media, Inc., for the period ending June 30, 2019, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-4 [Amendment to Administrative Fine Schedule of Fees, Resolution No. 2018-38](#)  
Staff Reference: Sheila Spicer, Neighborhood and Business Services Manager  
Recommendation: Adopt Resolution No. 2018-38
- CC-5 [Agreement with The Sauce Creative Services for Design, Production, and Printing of Twelve \(12\) Issues of Monrovia Today and Additional Design Services for Related Events and Programs for the Period Ending June 30, 2021](#)  
Staff Reference: Katie Distelrath, Recreation Manager  
Recommendation: Approve an agreement with SCS for the design, production and printing of the Monrovia Today publication as well as design services for related events and programs for the period ending June 30, 2021, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Allocation of Art in Public Places Funds and Installation of a Neighborhood Treasures Landmark Post by Dawn Mendelson to Commemorate Kate Wright](#)  
Staff Reference: Craig Jimenez, Community Development Director  
Recommendation: Appropriate and authorize the expenditure of an amount not to exceed \$15,000 from the City's Art in Public Places fund for the installation of a Neighborhood Treasures Landmark Post, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Consultant Services Agreement with Access Control Services for Security Services Related to City Special Events and Private City Facility Rentals for the Period Ending June 30, 2020](#)  
Staff Reference: Katie Distelrath, Recreation Manager  
Recommendation: Approve a Consultant Services Agreement with Access Control Security to provide security for City special events and private City facility rentals for the period ending June 30, 2020, and to authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [2018-2019 Gann Appropriations Limit, Resolution No. 2018-33](#)  
Staff Reference: Alex Kung, Deputy Administrative Services Director  
Recommendation: Adopt Resolution No. 2018-33
- CC-9 [Reaffirming the Annual Levy Amount and Tax Rate for the Direct Assessment Parcel Taxes and the Tax Override Ad Valorem Tax for the 2018-2019 Fiscal Year; Resolution No. 2018-34](#)  
Staff Reference: Alex Kung, Deputy Administrative Services Director  
Recommendation: Adopt Resolution No. 2018-34
- CC-10 [Annual Information Systems Agreements with Tyler Technologies, Spillman Technologies, Emerson Process Management, Konica Minolta, and CityGrows for Fiscal Year 2018-2019](#)  
Staff Reference: Brittany Mello, Assistant to the City Manager  
Recommendation: Approve the annual agreements with Spillman Technologies, Tyler Technologies, Emerson Process Management, CityGrows, and Konica Minolta for Fiscal Year 2018-2019, and authorize the City Manager or his designee to execute the necessary documents
- CC-11 [Amendment to the City of Monrovia's Bicycle Master Plan](#)  
Staff Reference: Brittany Mello, Assistant to the City Manager  
Recommendation: Approve the amended City of Monrovia's Bicycle Master Plan

CC-12 [Amendment No. 1 to the Official Police Tow Services Agreement with Soash Enterprises, Inc., DBA Foothill Tow for the Period Ending June 30, 2019](#)

Staff Reference: Robert Wilken, Police Captain

Recommendation: Approve Amendment No. 1 to the Official Police Tow Services Agreement with Soash Enterprises, Inc., DBA Foothill Tow for the period ending June 30, 2019, and authorize the City Manager to complete the necessary document in a form approved by the City Attorney

#### PUBLIC INPUT

Thank you for participating in tonight's meeting. The City Council encourages public participation, and invites you to share your views on City business. The City requests that persons addressing the City Council refrain from making personal, slanderous, profane or disruptive remarks.

Citizens who wish to speak on any City business item not on the Agenda should approach the podium during this 45-minute period on a first come, first served basis. By State law, the City Council may not discuss or vote on items not on the Agenda.

Those not accommodated during this 45-minute period have an opportunity to speak under PUBLIC INPUT, CONTINUED following public City business.

Please state your name for the record.

PUBLIC HEARINGS/MEETINGS – None

#### REPORTS OF CITY MANAGER AND STAFF

RCM-1 City Council Directives Update

Staff Reference: Oliver Chi, City Manager

RCM-2 Update on June 5, 2018, Special Election

Staff Reference: Alice Atkins, CMC, City Clerk

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

RCC-1 Mayor Tom Adams

(a) [Appointments to Boards and Commissions for Terms Beginning July 1, 2018](#)

RCC-2 Mayor Pro Tem Becky A. Shevlin

RCC-3 Councilmember Alexander C. Blackburn

RCC-4 Councilmember Gloria Crudgington

RCC-5 Councilmember Larry J. Spicer

#### ADMINISTRATIVE REPORTS

AR-1 [Fiscal Year 2018-2019 Budget and Fiscal Year 2018-2019 Schedule of Fees and Charges, Resolution Nos. 2018-35 and 2018-36; and Fiscal Year 2018-2019 Authorized Position Listing and Corresponding Side Letters of Agreement](#)

Staff Reference: Buffy Bullis, Administrative Services Director, and Oliver Chi, City Manager

Recommendation: Adopt Resolution Nos. 2018-35 and 2018-36 and approve the Fiscal Year 2018-2019 Authorized Position Listing and corresponding Side Letters of Agreement

AR-2 [Lease and Operating Agreement with Community Media of the Foothills for the Period Ending June 30, 2021](#)

Staff Reference: Oliver Chi, City Manager

Recommendation: Approve the Lease and Operating Agreement with Community Media of the Foothills for the period ending June 30, 2021, and authorize the City Manager to execute all necessary documents in a form approved by the City Attorney

AR-3 [Award of Contract to Mountjoy Construction for the Community Development Office Remodel Project in an Amount Not to Exceed \\$39,500.00](#)

Staff Reference: Evan Nuckles, Building & Safety Division Manager

Recommendation: Award a contract to Mountjoy Construction for the Community Development remodel work, appropriate the necessary funding to complete the project, and authorize the City Manager to complete the necessary document in a form approved by the City Attorney

**PUBLIC INPUT, CONTINUED, IF NEEDED**

At this time citizens who wish to discuss City business items not on the Agenda and who were not accommodated during the 45-minute time period allotted under PUBLIC INPUT above may request to speak before the City Council during this period on a first come, first served basis

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

At this time items pulled from the Consent Calendar above, if any, will be considered.

**SCHEDULED MEETINGS**

The next Regular Meeting of the Monrovia City Council is scheduled for Tuesday, July 3, 2018, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT**

**IN MEMORY OF**

**Polly Morford, Longtime Monrovia Resident**

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting. Dated this 15th day of June, 2018.

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Alice D. Atkins CMC, City Clerk