

# MONROVIA CITY COUNCIL AGENDA

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

## Welcome to the Monrovia City Council Meeting Tuesday, September 18, 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.foothillsmmedia.org](http://www.foothillsmmedia.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, September 18, 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  
INVOCATION Pastor Lisette Fraser  
PLEDGE OF ALLEGIANCE Councilmember Gloria Crudgington  
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 Proclaiming September 2018 as “National Preparedness Month”
- PR-2 Proclaiming October 2018 as “National Hispanic Heritage Month”
- PR-3 Proclaiming September 25, 2018, as National Voter Registration Day
- PR-4 Pasadena Humane Society Pet of the Month
- PR-4 Introduction of Newly Hired and Recently Promoted Employees  
Staff Reference: Lauren Vasquez, Deputy City Manager

STUDENT GOVERNMENT REPRESENTATIVE REPORT – Student Liaison Jessica Orozco

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 September 4, 2018, Special and Regular Meetings of the Monrovia City Council](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt the Minutes of the September 4, 2018, Special and Regular Meetings
- CC-2 [Payroll No. 18 in the Net Amount of \\$639,912.79, and Warrant Registers dated September 6, and September 13, 2018, in the Total Amounts of \\$563,995.91, and \\$960,567.01, Respectively](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Approve Payroll Nos. 18 in the net amount of \$639,912.79, and Warrant Registers dated September 6, and September 13, 2018, in the total amounts of \$563,995.91, and \$960,567.01, respectively

- CC-3 [Santa Teresita Art Installation for the Residential Cottage #2](#)  
Staff Reference: Craig Jimenez, Community Development Director  
Recommendation: Approve the Santa Teresita art installation and authorize the City Manager to execute the required documents
- CC-4 [Allocation of Art in Public Places Funds for the Installation of a Neighborhood Treasures Landmark Post](#)  
Staff Reference: Craig Jimenez, Community Development Director  
Recommendation: Appropriate and authorize the expenditure of an amount not to exceed \$15,000 from the Art in Public Places fund for the installation of a Neighborhood Treasures Landmark Post and art piece, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Amendment to the Agreement with Air-Tro, Inc. for the Maintenance of Heating, Ventilation, and Air Conditioning \(HVAC\) Systems at City Facilities for the Period Ending June 30, 2021](#)  
Staff Reference: Sean Sullivan, Public Works Division Manager  
Recommendation: Approve an amendment to the agreement with Air-Tro, Inc., for HVAC maintenance services through 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 [Notice of Completion for Safe Sidewalks, Inc., DBA Precision Concrete Cutting for Citywide Sidewalk Maintenance Services and Consultant Services Agreement for On-Call Sidewalk Maintenance Services for the Period Ending June 30, 2020](#)  
Staff Reference: Sean Sullivan, Public Works Division Manager  
Recommendation: Accept the work of Safe Sidewalks, Inc., DBA Precision Concrete Cutting for Sidewalk Maintenance Services, authorize the City Clerk to file the Notices of Completion, and direct staff to release all retained funds in accordance with the contract provisions; and approve an agreement with Safe Sidewalks, Inc., DBA Precision Concrete Cutting for on-call sidewalk maintenance services for the period ending June 30, 2020, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Acceptance of Work, Notice of Completion, and Release of Retention Funds to Sully-Miller Contracting Co. Related to the Monrovia Renewal Northwest Section Infrastructure Improvements Project, Project No. MR-009](#)  
Staff Reference: Sean Sullivan, Public Works Division Manager  
Recommendation: Accept the work of Sully-Miller Contracting Co. for the Monrovia Renewal Northwest Section Infrastructure Improvements Project, Project No. MR-009, authorize the City Clerk to file the Notice of Completion, and direct staff to release all retained funds in accordance with the contract provisions
- CC-8 [Amendment to the Monrovia Municipal Code, Amending the Official Zoning Map set forth in Section 17.04.040 to Change ORDLM \(Office/Research And Development/Light Manufacturing\) and M \(Manufacturing\) to the SP \(Specific Plan\) Zone Designation and Amending the Zoning Ordinance to add the Avalon Monrovia Specific Plan to Section 17.04.035 of Title 17 \(Zoning\) of the Monrovia Municipal Code for the Property Located at 815 and 825 South Myrtle Avenue and 126 West Walnut Avenue \(APN: 8508-006-037, 8508-006-054, 8508-006-055, 8508-006-038, 8508-006-039 And 8508-006-040\); Adoption of Ordinance No. 2018-08](#)  
Staff Reference: Craig Jimenez, Community Development Director  
Recommendation: Adopt Ordinance No. 2018-08

- CC-9 [Amendment to the Monrovia Municipal Code, Amending the Official Zoning Map set forth in Section 17.04.040 to Change the Zoning Designation of the Project Site \(102 - 140 West Huntington Drive, APNS: 8508-010-901, 8508-010-902, 8508-010-903, 8508-010-904, 8508-010-905, And 8508-010-906\) from BE \(Business Enterprise\) to the O/RD/LM \(Office, Research And Development, And Light Manufacturing\) Zone Designation and Amending Section 17.08.010 \(Permitted Uses In Each Zone\) of Chapter 17.08 \(Permitted Uses\) of Title 17 \(Zoning\) of the Monrovia Municipal Code to Allow Hotels on Parcels that are Zoned O/RD/LM and Located Within the South Myrtle Avenue Corridor - Crossroads District as Identified in the General Plan Upon the Approval of a Conditional Use Permit; Adoption of Ordinance No. 2018-09](#)

Staff Reference: Craig Jimenez, Community Development Director

Recommendation: Adopt Ordinance No. 2018-09

## 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

- PH-1 [Formation of the City of Monrovia Community Facilities District No. 2018-01 \(Station Square South\); Calling for, Conducting, and Declaring Results of a Special Landowner Election; and Authorizing the Levy of a Special Tax within the District; Resolution Nos. 2018-51 through 2018-53, and Introduction and First Reading of Ordinance No. 2018-11](#)

Staff Reference: Brittan Mello, Assistant to the City Manager

Recommendation: Approve the formation of City of Monrovia Community Facilities District No. 2018-01 (Station Square South), adopt Resolution No. 2018-51 through 2018-53, and introduce, waive further reading, and read by title only Ordinance No. 2018-11; following the process outlined in the Agenda Report

- PH-2 [Historic Landmark HL-145 and Mills Act Contract MA-138 for the Property Located at 1 Hidden Valley Road by Property Owners Kari Helman Ferris and Dena L. O'Neil; Resolution No. 2018-49](#)

Staff Reference: Craig Jimenez, Community Development Director

Recommendation: Adopt Resolution No. 2018-49

- PH-3 [Historic Landmark HL-146 and Mills Act Contract MA-139 for the Property Located at 310 East Lemon Avenue by Property Owner Pedro Torres; Resolution No. 2018-50](#)

Staff Reference: Craig Jimenez, Community Development Director

Recommendation: Adopt Resolution No. 2018-50

## REPORTS OF CITY MANAGER AND STAFF

- RCM-1 City Council Directives Update

Staff Reference: Oliver Chi, City Manager

- RCM-2 Monrovia Renewal Update

Staff Reference: Alex Tachiki, Senior Management Analyst

## REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

- RCC-1 Mayor Tom Adams

- RCC-2 Mayor Pro Tem Becky A. Shevlin

(a) League of California Cities 2018 Annual Conference, Long Beach, California, September 12 - 14, 2018

RCC-3 Councilmember Alexander C. Blackburn

RCC-4 Councilmember Gloria Crudgington

RCC-5 Councilmember Larry J. Spicer

#### ADMINISTRATIVE REPORTS

- AR-1 [Amendment to Chapter 10 of the Monrovia Municipal Code Relating to Vehicles and Traffic Adding Chapter 10.14 Relating to Permit and License Requirements for Overnight Parking of Recreational Vehicles on City Right of Way; Amendment to the Schedule of Fees and Charges for City Services; and Update to Parking Regulations for Certain Designated City Streets; Resolution Nos. 2018-48 and 2018-54, and Introduction and First Reading of Ordinance No. 2018-10](#)

Staff Reference: Alan Sanvictores, Police Chief

Recommendation: Adopt Resolution Nos. 2018-48 and 2018-54, and introduce, waive further reading, and read by title only Ordinance No. 2018-10

- AR-2 [Solicitation of Bids for the Monrovia Renewal North Section Infrastructure Improvements Project](#)

Staff Reference: Sean Sullivan, Public Works Division Manager

Recommendation: Authorize staff to solicit bids for the Monrovia Renewal North Section Infrastructure Improvements Project

- AR-3 [Consultant Services Agreements with Merrell-Johnson Engineering, Inc., for Engineering, Design, and Technical Consulting Services Related to the Monrovia Renewal Northeast Section Infrastructure Improvements Project, and Infrastructure Technologies, LLC for Monrovia Renewal Project and On-Call Services for the Period Ending December 31, 2021](#)

Staff Reference: Sean Sullivan, Public Works Division Manager

Recommendation: Approve the consultant services agreements with Merrell Johnson Engineering, Inc., and Infrastructure Technologies, LLC, for engineering, design, and technical consulting services related to the Monrovia Renewal Northeast Section Infrastructure Improvements Project and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- AR-4 [Proposed Old Town Monrovia Logo for Use in Promotional and Marketing Efforts](#)

Staff Reference: Katie Distelrath, Recreation Manager

Recommendation: Approve the proposed Old Town Monrovia logo as the official logo for Old Town Monrovia promotional and marketing efforts

#### 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, October 2, 2018, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

#### ADJOURNMENT

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 September, 2018.

\_\_\_\_\_  
Alice D. Atkins CMC, City Clerk