

# MONROVIA CITY COUNCIL AGENDA

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

## Welcome to the Monrovia City Council Meeting Tuesday, December 17, 2019, 7:30 P.M.



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

Tom Adams  
Mayor

Larry J. Spicer  
Mayor Pro Tem

Alexander C. Blackburn  
Councilmember

Gloria Crudgington  
Councilmember

Becky A. Shevlin  
Councilmember

Stephen R. Baker  
City Treasurer

Alice D. Atkins  
City Clerk

Dylan Feik  
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, December 17, 2019  
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 Father Neil Tadken  
PLEDGE OF ALLEGIANCE Mayor Tom Adams  
ROLL CALL Councilmembers Alexander C. Blackburn, Gloria Crudgington, Becky A. Shevlin, Mayor Pro Tem Larry J. Spicer, and Mayor Tom Adams

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

- PR-1 Annual Ugly Sweater Contest
- PR-2 Recognition of Assemblymember Holden's 2019 Small Business of Distinction Honoree Keisha Bowen and Senator Portantino's 2019 Women in Business Honorees Keisha Bowen and Linda Sells
- PR-3 Recognition of 2019 Home Decorating and Window Display Contest Winners  
Staff Reference: Rebecca Sandoval, Recreation Manager
- PR-4 Introduction of Newly Hired Employees  
Staff Reference: Lauren Vasquez, Interim Assistant City Manager
- PR-5 Pasadena Humane Society Pet of the Month  
Staff Reference: Lauren Vasquez, Interim Assistant City Manager

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 December 3, 2019, Special and Regular Meetings of the Monrovia City Council](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt the Minutes of the December 3, 2019, Special and Regular Meetings of the Monrovia City Council
- CC-2 [Payroll No. 25 in the Net Amount of \\$680,072.46 and Warrant Registers dated November 27, December 5, and December 12, 2019, in the Total Amounts of \\$538,089.59, \\$355,344.17, and \\$725,713.73, Respectively](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Approve Payroll No. 25 in the net amount of \$680,072.46 and Warrant Registers dated November 27, December 5, and December 12, 2019, in the total amounts of \$538,089.59, \$355,344.17, and \$725,713.73, respectively

- CC-3 [Amendment to the Monrovia Municipal Code Relating to the Transactions and Use Tax; Adoption of Ordinance No. 2019-16](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Adopt Ordinance No. 2019-16
- CC-4 [Approval of the 2020 Local Appointments List and Designation of the Monrovia Public Library to Receive a Copy of the List](#)  
Staff Reference: Ashton Gout, Assistant to the City Clerk  
Recommendation: Approve the Local Appointments List and designate the Monrovia Public Library to receive a copy of the list
- CC-5 [Application for 2020 Census Funding through the County of Los Angeles; Resolution No. 2019-72](#)  
Staff Reference: Ashton Gout, Assistant to the City Clerk  
Recommendation: Adopt Resolution No. 2019-72
- CC-6 [Annual Investment Policy Update, Resolution No. 2019-68](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Adopt Resolution No. 2019-68
- CC-7 [Amendment No. 1 to the Agreement with Commercial Cleaning Services for Janitorial Maintenance Services at City Facilities for the Period Ending August 31, 2020](#)  
Staff Reference: Sean Sullivan, Interim Public Works Director  
Recommendation: Approve Amendment No. 1 to the agreement with Commercial Cleaning Systems to extend the term of the agreement through the period ending August 31, 2020, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [2019 Update to Title VI Plan for Use of Federal Transportation Funds, Resolution No. 2019-73](#)  
Staff Reference: Sean Sullivan, Interim Public Works Director  
Recommendation: Adopt Resolution No. 2019-73

#### 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 [Amendment to Title 15 of the Monrovia Municipal Code, Adopting by Reference the 2019 Edition of the California Building Standards Code, Known as the California Code Of Regulations \(Part 2 Of Title 24\), Based on the 2018 International Building Code Volumes I And II; the 2019 California Historical Building Code \(Part 8 of Title 24\), the 2019 California Existing Building Code \(Part 10 of Title 24\) Appendix A, Chapter A-1 Seismic Strengthening Provisions for Unreinforced Masonry Bearing Wall Buildings, Chapter A-3 Prescriptive Provisions for Seismic Strengthening of Cripple Walls and Sill Plate Anchorage of Light Wood-Frame Residential Buildings Based on the 2018 International Building Existing Code; the 2019 California Residential Code \(Part 2.5 Of Title 24\), Based on the 2018 International Residential Code; the 2019 California Green Building Standards Code Chapter 4 and Chapter 5 of Mandatory Measures Only \(Calgreen\) \(Part II of Title 24\); the 2019 California Plumbing Code \(Part 5 Of Title 24\), Based on the 2018 Uniform Plumbing Code; the 2019 California Mechanical Code \(Part 4 of Title 24\), Based on the 2018 Uniform Mechanical Code; the 2019 California Energy Code \(Part 6 of Title 24\), the 2019 California Electrical Code \(Part 3 of Title 24\), Based on the 2017 National Electrical Code; the 2019 California Fire Code \(Part 9 of Title 24\), Based on the 2018 International Fire Code; and Readopting the 1997 Edition of](#)

[the Uniform Housing Code, the 1997 Edition of the Administrative Code, the 2018 Uniform Solar Energy and Hydronics Code, the 1997 Edition of the Building Security Code, Adopting Penalties for Violations Thereof, and Adopting Certain Amendments, Additions, and Deletions and Making Findings in Support Thereof](#)

Staff Reference: Evan Nuckles, Building & Safety Division Manager

Recommendation: Adopt Ordinance No. 2019-11

REPORTS OF CITY MANAGER AND STAFF

RCM-1 [Fire Chief Brad Dover's Graduation from the National Fire Academy](#)

Staff Reference: Dylan Feik, City Manager

RCM-2 City Council Directives Update

Staff Reference: Dylan Feik, City Manager

RCM-3 South Coast Air Quality Management District (SCAQMD) Air Quality Update; Governing Board Member Michael Cacciotti

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

RCC-1 Mayor Tom Adams

RCC-2 Mayor Pro Tem Larry J. Spicer

RCC-3 Councilmember Alexander C. Blackburn

RCC-4 Councilmember Gloria Crudgington

RCC-5 Councilmember Becky A. Shevlin

ADMINISTRATIVE REPORTS

AR-1 [Administrative Policy No. 2.09 Relating to the Discontinuation of Water Service for Non-Payment, Resolution No. 2019-71; and Amendment to Monrovia Municipal Code Chapter 13.04.090 and 13.04.170, Introduction and First Reading of Ordinance No. 2019-17](#)

Staff Reference: Alex Kung, Deputy Administrative Services Director

Recommendation: Adopt Resolution No. 2019-71 and introduce, waive further reading, and read by title only Ordinance No. 2019-17

CONVENE MONROVIA HOUSING AUTHORITY MEETING WITHOUT  
ADJOURNING CITY COUNCIL MEETING

MHA CONVENE Chairman Adams

MHA ROLL CALL Boardmembers Alexander C. Blackburn, Gloria Crudgington, Becky A. Shevlin, Vice-Chairman Larry J. Spicer, and Chairman Tom Adams

MHA CONSENT CALENDAR

MHA CC-1 [Unadopted Minutes of December 18, 2018, Regular Meeting of the Monrovia Housing Authority](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the minutes of the December 18, 2018, Regular Meeting

MHA CC-2 [Fiscal Year 2018-2019 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2018-2019 Housing Successor Annual Report](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Receive and file the 2018-2019 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2018-2019 Housing Successor Annual Report

MHA PUBLIC HEARINGS/MEETING – None

MHA ADMINISTRATIVE REPORTS – None

MHA ADJOURNMENT

**RECONVENE CITY COUNCIL MEETING**

**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, January 7, 2019, 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 13th day of December, 2019.

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Alice D. Atkins, MMC, City Clerk