

MONROVIA CITY COUNCIL AGENDA

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

Welcome to the Monrovia City Council Meeting Tuesday, December 20, 2016, 7:30 P.M.



73RD CITY COUNCIL

Tom Adams
Mayor

Alexander C. Blackburn
Mayor Pro Tem

Gloria Crudgington
Councilmember

Becky A. Shevlin
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. Copies of individual Agenda Reports are available via email upon request (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.kgem.tv. 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 73rd
MONROVIA CITY COUNCIL
City Council Chambers
415 South Ivy Avenue
Tuesday, December 20, 2016
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 Rev. Neil Tadken
PLEDGE OF ALLEGIANCE Councilmember Larry J. Spicer
ROLL CALL Councilmembers Gloria Crudgington, Becky A. Shevlin, Larry J. Spicer, Mayor Pro Tem Alexander C. Blackburn, and Mayor Tom Adams

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

PR-1 Recognition of the 131st Anniversary of Shiloh AME Zion Church

PR-2 Introduction of Newly Hired Employees
Staff Reference: Lauren Vasquez, Deputy City Manager

PR-3 Recognition of Holiday Home Decorating Contest Award Recipients
Staff Reference: Lisa Hansberger, Senior Recreation Supervisor

STUDENT GOVERNMENT REPRESENTATIVE REPORT – Student Liaison Martin Muneton

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 6, 2016, Special and Regular Meetings and the December 7, 2016, Special Meeting of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the December 6, 2016, Special and Regular Meetings and the December 7, 2016, Special Meeting

CC-2 [Payroll No. 25 in the Net Amount of \\$730,799.17 and Warrant Register dated December 15, 2016, in the Total Amount of \\$2,157,015.64](#)

Staff Reference: Mark Alvarado, Assistant City Manager

Recommendation: Approve Payroll No. 25 in the Net Amount of \$730,799.17 and Warrant Register dated December 15, 2016, in the Total Amount of \$2,157,015.64

CC-3 [Cancellation of the January 3, 2017, City Council Meeting](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Cancel the Regular City Council Meeting of January 3, 2017

- CC-4 [Approval of the 2017 Local Appointments List and Designation of the Monrovia Public Library to Receive a Copy of the List](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Approve the Local Appointments List and designate the Monrovia Public Library to receive a copy of the list
- CC-5 [Amendment No. 1 to the Consultant Services Agreement with Nobel Systems, Inc. related to the Development of a Geographic Information System \(GIS\) for the Public Works Division](#)
Staff Reference: Paul Zampielo, Water System Manager
Recommendation: Approve Amendment No. 1 to the agreement with Nobel Systems, Inc., in an amount not to exceed \$50,000, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Consultant Services Agreement with Stetson Engineers, Inc., for On-Call Civil Engineering Services for the Period Ending December 31, 2019](#)
Staff Reference: Sean Sullivan, Public Works Division Manager
Recommendation: Approve the consultant services agreement with Stetson Engineers, Inc., for on-call civil engineering services for the period ending December 31, 2019, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [City of Monrovia 2016 Title VI Plan Update, Resolution No. 2016-46](#)
Staff Reference: Tina Cherry, Public Services Director
Recommendation: Adopt Resolution No. 2016-46
- CC-8 [Consultant Services Agreement with Hinderliter, de Llamas & Associates, Inc. \(HdL\), for Sales Tax Management and Sales Tax Audit Services; and Authorizing the Examination of Sales, Use and Transactions Tax Records, Resolution No. 2016-45](#)
Staff Reference: Emy-Rose Hanna, Management Analyst
Recommendation: Approve a consultant services agreement with Hinderliter, de Llamas & Associates, Inc. (HdL), for sales tax management and sales tax audit services, adopt Resolution No. 2016-45, and authorize the City Manager, or his designee, to execute the necessary documents
- CC-9 [Sub-recipient Agreement between Los Angeles County and the City of Monrovia related to the Acceptance of 2015 State Homeland Security Grant Program Funds](#)
Staff Reference: Brad Dover, Fire Chief
Recommendation: Approve the Sub-recipient Agreement between Los Angeles County and the City related to the 2015 State Homeland Security Grant Program funds in the amount of \$50,000.00, and authorize the City Manager or his designee to accept and expend any additional 2015 SHSGP funds that may become available and execute the necessary documents
- CC-10 [Purchase of One \(1\) FATS 100LE Virtual Weapons Training System From Meggitt Training Systems in the Amount of \\$71,506.86](#)
Staff Reference: James Hunt, Police Chief
Recommendation: Approve the purchase one (1) FATS 100LE Virtual Weapons Training System in the amount of \$71,506.86 from Meggitt Training Systems and to authorize the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney
- CC-II [Six-Month Extension of the Agreement with Community Media of the Foothills through June 30, 2017](#)
Staff Reference: Oliver Chi, City Manager
Recommendation: Approve a six-month extension to the existing agreement with CMF through June 30, 2017, and authorize the City Manager to execute all necessary documents 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 **Monrovia Renewal Update**
Staff Reference: Brittany Mello, Senior Management Analyst

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

RCC-1 Mayor Tom Adams

RCC-2 Mayor Pro Tem Alexander C. Blackburn

RCC-3 **Councilmember Gloria Crudgington**
(a) Restoration of Historic Santa Fe Depot

RCC-4 Councilmember Becky A. Shevlin

RCC-5 Councilmember Larry J. Spicer

ADMINISTRATIVE REPORTS

AR-1 [Release of Progress Payment to the Monrovia Historical Society for Work Completed on the Monrovia Legacy Project in the amount of \\$50,000.00](#)

Staff Reference: Tina Cherry, Public Services Directory

Recommendation: Authorize release of payment in the amount of \$50,000 to the Monrovia Historical Society and initiate Phase II of the overall Monrovia Legacy Project

AR-2 [Approval of Agreements Necessary to Complete the Disposal of Successor Agency Owned Property at the Southwest Corner of Myrtle Avenue / Huntington Drive and in the Station Square Area Pursuant to New Guidelines Required by the California State Department of Finance](#)

Staff Reference: Oliver Chi, City Manager

Recommendation: Approve the six agreements associated with the purchase, sale, and disposition of Successor Agency properties located at Myrtle Avenue / Huntington Drive and in the Station Square area

AR-3 [Fiscal Year 2016-17 Budget Update and Approval of Proposed Mid-Year Positional Adjustments; Resolution No. 2016-47](#)

Staff Reference: Mark Alvarado, Assistant City Manager

Recommendation: Adopt Resolution No. 2016-47, authorize the proposed personnel adjustments included in the attached Authorized Personnel Allocations listing, and approving the modifications to the Fiscal Year 2016-17 CIP Budget as presented in this report

AR-4 [Agreement with NBS Government Finance Group for a Water and Sewer Rate and Connection Fee Study in the Amount of \\$57,915.00](#)

Staff Reference: Mark Alvarado, Assistant City Manager

Recommendation: Approve an agreement with NBS Government Finance Group for a water and sewer rate and connection fee study, in the amount of \$57,915.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- AR-5 [First Amendment to the Memorandum of Understanding between the Los Angeles County Flood Control District, the County of Los Angeles, and the Cities of Arcadia, Bradbury, Duarte, Monrovia, and Sierra Madre Regarding Administration and Cost Sharing of the Revised Enhanced Watershed Management Program for the Rio Hondo/San Gabriel River Water Quality Group](#)

Staff Reference: Oliver Chi, City Manager

Recommendation: Approve the First Amendment to the Memorandum of Understanding between the Los Angeles County Flood Control District, the County of Los Angeles, and the Cities of Arcadia, Bradbury, Duarte, Monrovia, and Sierra Madre Regarding Administration and Cost Sharing of the Revised Enhanced Watershed Management Program for the Rio Hondo/San Gabriel River Water Quality Group, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- AR-6 [Award of Contract to Environmental Construction, Inc., for the Huntington Drive Median Landscape Improvements Project and Consultant Services Agreement with Five Point Design for Related Project Management and Inspection Services](#)

Staff Reference: Tina Cherry, Public Services Director

Recommendation: Award a contract to Environmental Construction, Inc., for the Huntington Drive Median Landscape Improvements Project in an amount not to exceed \$1,086,162.00 (including contingencies), approve a Consultant Services Agreement with Five Point Design for related project management and inspection services in an amount not to exceed \$18,000.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

CONVENE MONROVIA HOUSING AUTHORITY MEETING WITHOUT
ADJOURNING CITY COUNCIL MEETING

MHA CONVENE

Chairman Adams

MHA ROLL CALL

Boardmembers Gloria Crudginton, Becky A. Shevlin, Larry J. Spicer, Vice-Chairman Alexander C. Blackburn, and Chairman Tom Adams

MHA CONSENT CALENDAR

- MHA CC-1 [Unadopted Minutes of October 4, 2016, Regular Meeting of the Monrovia Housing Authority](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the minutes of the October 4, 2016, Regular Meeting

- MHA CC-2 [Fiscal Year 2015-2016 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2015-2016 Housing Successor Annual Report](#)

Staff Reference: Buffy Bullis, Finance Division Manager

Recommendation: Receive and file the 2015-2016 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2015-2016 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 17, 2016, 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 16th day of December, 2016.

Alice D. Atkins CMC, City Clerk