

# MONROVIA CITY COUNCIL AGENDA

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

## Welcome to the Monrovia City Council Meeting Tuesday, November 1, 2016, 7:30 P.M.



73<sup>RD</sup> 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](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.kgem.tv](http://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 73<sup>rd</sup>  
MONROVIA CITY COUNCIL  
City Council Chambers  
415 South Ivy Avenue  
Tuesday, November 1, 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 Police Chaplain Terrence Brown  
 PLEDGE OF ALLEGIANCE Mayor Pro Tem Alexander C. Blackburn  
 ROLL CALL Councilmembers Gloria Crudginton, 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 Fire Engineer Ernesto Moreno for Successful Completion of the National Fire Academy Managing Officer Program  
 Staff Reference: Brad Dover, Fire Chief

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 October 18, 2016, Special and Regular Meetings of the Monrovia City Council](#)  
 Staff Reference: Alice Atkins, City Clerk  
 Recommendation: Adopt the Minutes of the October 18, 2016, Special and Regular Meetings
- CC-2 [Payroll No. 21 in the Net Amount of \\$572,800.31 and Warrant Register dated October 27, 2016, in the Total Amount of \\$1,260,590.81](#)  
 Staff Reference: Mark Alvarado, Assistant City Manager  
 Recommendation: Approve Payroll No. 21 in the net amount of \$572,800.31 and Warrant Register dated October 27, 2016, in the total amount of \$1,260,590.81
- CC-3 [Update of Personnel Rules & Regulations Manual and Related Amendments to Chapter 2.04 and Chapter 2.76 of the Monrovia Municipal Code, Adoption of Ordinance No. 2016-11](#)  
 Staff Reference: Oliver Chi, City Manager  
 Recommendation: Adopt Ordinance No. 2016-11

- CC-4 [Consultant Services Agreement with Westin Engineering, Inc., for a SCADA System Assessment in an Amount not to Exceed \\$25,000.00](#)  
 Staff Reference: Paul Zampielo, Water System Manager  
 Recommendation: Approve an agreement with Westin Engineering, Inc., for the SCADA system assessment in an amount not to exceed \$25,000 and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Acceptance of Work, Notice of Completion, and Release of Retention Funds Related to the Rehabilitation of Well No. 4 Project, Project No. C-3082](#)  
 Staff Reference: Paul Zampielo, Water System Manager  
 Recommendation: Accept the work of General Pump Company, Inc., for the Rehabilitation of Well No. 4 Project, Project No. C-3082, authorize the City Clerk to file a Notice of Completion, and direct Staff to release all retained funds in accordance with the contract provisions
- CC-6 [Agreement with 1-800 Pro Fence Company for the Installation of Perimeter Fencing at the Cloverleaf Reservoir in an Amount not to Exceed \\$25,405.00](#)  
 Staff Reference: Paul Zampielo, Water System Manager  
 Recommendation: Approve an agreement with 1-800 Pro Fence Company for the installation of fencing at Cloverleaf Reservoir in an amount not to exceed \$25,405, authorize a contingency amount of \$6,300 (approximately 25%) to cover the cost of any unforeseen conditions, and authorize the City Manager to execute the 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 CIP and Grants Update  
 Staff Reference: Brittany Mello, Management Analyst
- RCM-3 Overview of Issues Related to Airbnb  
 Staff Reference: Craig Jimenez, Community Development Director

#### 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) Workshop on Drought Vulnerability and Tools for Improving Water Resilience - October 19-20, 2016, Long Beach, California
- RCC-4 Councilmember Becky A. Shevlin
- RCC-5 Councilmember Larry J. Spicer

## ADMINISTRATIVE REPORTS

- AR-1 [Consultant Services Agreement with Acorn Technology Corporation for Ongoing Managed Information Technology Services for the Period Ending June 30, 2020](#)  
Staff Reference: Brittany Mello, Management Analyst  
Recommendation: Approve the agreement with Acorn Technology Corporation related to managed information technology services for the period ending June 30, 2020, and to authorize the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney
- AR-2 [Change Order No. 1 to the Contract with T.A. Rivard, Inc. for the Water Service Lines Replacement Project, Project No. C-3089 in the amount of \\$219,151.72](#)  
Staff Reference: Sean Sullivan, Public Works Manager  
Recommendation: Approve a change order to the contract with T.A. Rivard, Inc. for the Water Service Lines Replacement Project, Project No. C-3089 in the amount of \$219,151.72, appropriate the necessary funds for the change order from the Water Fund reserves, and authorize the City Manager to execute the necessary documents
- AR-3 [Purchase of Isolation Valves from HD Supply Waterworks in the Amount of \\$39,479.21](#)  
Staff Reference: Paul Zampiendo, Water System Manager  
Recommendation: approve the purchase of isolation valves for two reservoirs at the Wellfield from HD Supply in the amount of \$39,479.21
- AR-4 [Agreement with S.N. Ward & Son for Maintenance of Public Works Fleet Vehicles for the Period Ending October 31, 2017, in an amount not to exceed \\$50,000.00](#)  
Staff Reference: Sean Sullivan, Public Works Manager  
Recommendation: Approve an agreement with S.N. Ward & Son for Public Works fleet vehicle maintenance through October 31, 2017, 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
- AR-5 [Agreement with Air-Tro, Inc., related to Maintenance of HVAC Systems at Sixteen \(16\) City Facilities for the Period Ending October 31, 2017, in an Amount not to Exceed \\$75,000.00](#)  
Staff Reference: Sean Sullivan, Public Works Manager  
Recommendation: Approve an agreement with Air-Tro, Inc. related to HVAC maintenance services for the period ending October 31, 2017, in an amount not to exceed \$75,000.00 and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- AR-6 [Advanced Life Support Billing and Dispatch Fee Agreement with Schaefer Ambulance Service](#)  
Staff Reference: Brad Dover, Fire Chief  
Recommendation: Approve the Advanced Life Support Billing and Dispatch Fee Agreement with Schaefer Ambulance Service, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- AR-7 [Exclusive Negotiating Agreement with CFT NV Developments, LLC for Real Property Located at 1601, 1613, 1617, and 1621 South Myrtle Avenue](#)  
Staff Reference: Lauren Vasquez, Deputy City Manager  
Recommendation: Approve the proposed Exclusive Negotiating Agreement with CFT and authorize the City Manager to execute the necessary documents 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, November 15, 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 28th day of October, 2016.

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Alice D. Atkins CMC, City Clerk