

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, NOVEMBER 1, 2016, 7:30 P.M.**

STUDY SESSION: Mayor Tom Adams convened the Special Study Session Meeting of the Monrovia City Council at 5:10 p.m. on Tuesday, November 1, 2106, in City Council Chambers, 415 South Ivy Avenue, Monrovia, California, at which all Councilmembers were present, with the exception of Mayor Pro Tem Alexander C. Blackburn, who was excused. Barry Clemens, Monrovia, spoke under Public Input. Oliver Chi, City Manager, and Tony Zampielo, Executive Officer of the Main San Gabriel Basin Watermaster, provided an overview of water issues in the San Gabriel Valley and Monrovia. Mayor Adams adjourned the meeting at 6:22 p.m.

SPECIAL MEETING: Mayor Adams convened the Monrovia Area Partnership Leadership Academy Graduation at 6:36 p.m. on Tuesday, November 1, 2016, in City Council Chambers, at which all Councilmembers were present. Mayor Adams adjourned the meeting at 6:53 p.m.

CLOSED SESSION: Mayor Adams convened the Closed Session Meeting of the Monrovia City Council at 7:00 p.m. on Tuesday, November 1, 2016, in City Council Chambers, at which all Councilmembers were present to discuss the following Closed Session items: CS-1 Conference with Legal Counsel, Anticipated Litigation Pursuant to Government Code §54956.9(d)(2); A point has been reached where, in the opinion of the City Council on the advice of its legal counsel, based on the below described existing facts and circumstances, there is significant exposure to litigation against the City Council: Receipt of written communication from Mexican American Legal Defense and Education Fund dated August 10, 2016, demanding that the City convert its at-large election system to a district-based electoral system (copy available for public inspection in City Clerk's Office). Mayor Adams Adjourned the meeting at 7:20 p.m.

CONVENE: Mayor Adams convened the Regular Meeting of the Monrovia City Council of Tuesday, November 1, 2016, at 7:33 p.m. in City Council Chambers. In attendance were City Manager Oliver Chi, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins.

INVOCATION: Police Chaplain Terrence Brown led the invocation.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Alexander C. Blackburn led the Pledge of Allegiance.

ROLL CALL: In attendance were Councilmembers Gloria Crudginton, Becky A. Shevlin, Larry J. Spicer, Mayor Pro Tem Alexander C. Blackburn and Mayor Tom Adams.

REPORT OF CLOSED SESSION: City Attorney Steele reported that the City Council met in a closed session to discuss the one item on the posted agenda. There was no reportable action.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Recognition of Fire Engineer Ernesto Moreno for Successful Completion of the National Fire Academy Managing Officer Program: Fire Chief Brad Dover assisted the Mayor and City Council in recognizing the achievements of Fire Engineer Moreno.

STUDENT GOVERNMENT REPRESENTATIVE REPORT: Student Liaison Martin Muneton reported on activities at the high school.

ORDER OF BUSINESS: There were no changes to the order of business.

CONSENT CALENDAR: It was moved by Councilmember Spicer, seconded by Councilmember Shevlin, to approve the consent calendar. The motion carried unanimously.

CC-1 Unadopted Minutes of the October 18, 2016, Special and Regular Meetings of the Monrovia City Council: The City Council adopted the Minutes of the October 18, 2016, Special and Regular Meetings of the Monrovia City Council.

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: The City Council approved 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: The City Council adopted 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: The City Council approved an agreement with Westin Engineering, Inc., for the SCADA system assessment in an amount not to exceed \$25,000 and authorized 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: The City Council accepted the work of General Pump Company, Inc., for the Rehabilitation of Well No. 4 Project, Project No. C-3082, authorized the City Clerk to file a Notice of Completion, and directed 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: The City Council approved an agreement with 1-800 Pro Fence Company for the installation of fencing at Cloverleaf Reservoir in an amount not to exceed \$25,405, authorized a contingency amount of \$6,300 (approximately 25%) to cover the cost of any unforeseen conditions, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

PUBLIC INPUT:

1. Charles Gabriels, MonArc Realty
2. Karin Crehan, Monrovia Chamber of Commerce
3. Gwendolyn Jones, Monrovia
4. Pam Fitzpatrick, Old Town Merchant
5. Gayle Montgomery, Monrovia
6. Chuck Keen, American Legion Post 44

PUBLIC HEARINGS / MEETINGS: None.

REPORTS OF CITY MANAGER AND STAFF:

RCM-1 City Council Directives Update: City Manager Chi reviewed the status of recent directives given to Staff.

RCM-2 CIP and Grants Update: Brittany Mello, Management Analyst, provided an overview of ongoing and planned Capital Improvement Projects and grant-funded projects.

RCM-3 Overview of Issues Related to Airbnb: Craig Jimenez, Community Development Director, provided an overview of Airbnb and similar short term rentals, their impacts on the community, existing and potential regulations, enforcement and current legal challenges.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

RCC-1 Mayor Tom Adams

- (a) Upcoming events in the community
- (b) Thanked Public Works team and patience of community during Monrovia Renewal improvements

RCC-2 Mayor Pro Tem Alexander C. Blackburn had no report.

RCC-3 Councilmember Gloria Crudgington

- (a) Workshop on Drought Vulnerability and Tools for Improving Water Resilience - October 19-20, 2016, Long Beach, California
- (b) Recent Audit Committee meeting with Councilmember Shevlin

RCC-4 Councilmember Becky Shevlin

- (a) Recent Halloween event at Library Park and in Old Town

- (b) Recent San Gabriel Valley Mosquito & Vector Control District meeting
- (c) Southern California Association of Governments Earthquake Preparedness Initiative
- (d) Upcoming events in the community
- (e) Recent San Gabriel Valley Homeless Committee meeting

RCC-5 Councilmember Larry J Spicer

- (a) American Legion Post 44 - American Legion Way Signage

ADMINISTRATIVE REPORTS:**AR-1 Consultant Services Agreement with Acorn Technology Corporation for Ongoing Managed Information Technology Services for the Period Ending June 30, 2020**

Brittany Mello, Management Analyst, reviewed the Agenda Report and answered questions of the City Council.

Following brief discussion, **it was moved by Mayor Pro Tem Blackburn, seconded by Councilmember Spicer, to 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.** The motion carried unanimously.

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

Sean Sullivan, Public Works Manager, reviewed the Agenda Report and answered questions of the City Council.

Following discussion, **it was moved by Councilmember Spicer, seconded by Councilmember Shevlin, to 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.** The motion carried unanimously.

AR-3 Purchase of Isolation Valves from HD Supply Waterworks in the Amount of \$39,479.21

Paul Zampiello, Water System Manager, reviewed the Agenda Report.

It was moved by Councilmember Shevlin, seconded by Councilmember Crudgington, to approve the purchase of isolation valves for two reservoirs at the Wellfield from HD Supply in the amount of \$39,479.21. The motion carried unanimously.

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

Sean Sullivan, Public Works Manager, reviewed the Agenda Report and answered questions of the City Council.

Following brief discussion, **it was moved by Councilmember Crudgington, seconded by Councilmember Spicer, to 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.** The motion carried unanimously.

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

Sean Sullivan, Public Works Manager, reviewed the Agenda Report and answered questions of the City Council.

Following discussion, **it was moved by Councilmember Spicer, seconded by Councilmember Shevlin, to 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. The motion carried unanimously.

AR-6 Advanced Life Support Billing and Dispatch Fee Agreement with Schaefer Ambulance Service

Brad Dover, Fire Chief, reviewed the Agenda Report.

It was moved by Councilmember Shevlin, seconded by Councilmember Spicer, to 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. The motion carried unanimously.

AR-7 Exclusive Negotiating Agreement with CFT NV Developments, LLC for Real Property Located at 1601, 1613, 1617, and 1621 South Myrtle Avenue

Oliver Chi, City Manager, and Lauren Vasquez, Deputy City Manager, reviewed the Agenda Report and answered questions of the City Council.

Staff was directed to send a letter to the Gold Line Construction Authority regarding any cost savings realized during when footings of the Station Square parking structure were underbuilt, prohibiting construction of additional levels on the existing structure in the future, and to research any legal remedies available.

Following brief discussion, **it was moved by Councilmember Shevlin, seconded by Councilmember Crudginton, to 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.** The motion carried unanimously.

PUBLIC INPUT, CONTINUED, IF NEEDED: None.

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED: None.

SCHEDULED MEETINGS: The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, November 15, 2016, 7:30 p.m., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT: At 9:48 p.m., Mayor Adams adjourned the meeting.

APPROVED:

ATTEST:

Tom Adams, Mayor

Alice D. Atkins, CMC, City Clerk