

**MINUTES OF THE SPECIAL AND REGULAR MEETING OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, JUNE 21, 2016, 7:30 P.M.**

**CONVENE:** Mayor Adams convened the Regular Meeting of the Monrovia City Council of Tuesday, June 21, 2016, at 7:35 p.m. in City Council Chambers. In attendance were City Manager Oliver Chi, City Attorney Craig A. Steele, and Community Development Director Craig Jimenez sitting in for City Clerk Alice Atkins who was unable to attend due to illness.

**INVOCATION:** Pastor Kevin Solomon led the invocation.

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

Mayor Adams asked City Manager Oliver Chi to provide a status update on the San Gabriel Complex Fire.

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

**REPORT OF CLOSED SESSION:** None.

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Recognition of Jodi Brenemann, Boys and Girls Club of the Foothills 2016 Mary Wilcox Youth Advocacy Award Recipient:** The Mayor and City Council recognized Jodi Brenemann, Boys and Girls Club of the Foothills 2016 Mary Wilcox Youth Advocacy Award Recipient.

**PR-2 Recognition of Outgoing Commissioners and Boardmembers: Library Boardmember Barbara Radford, Planning Commissioner Karen Suarez, and Community Services Commissioner Jenny Wong:** The Mayor and City Council recognized outgoing Library Boardmember Barbara Radford, Planning Commissioner Karen Suarez, and Community Services Commissioner Jenny Wong.

**PR-3 Recognition of Retiring Longtime Employees: Police Department Senior Administrative Assistant Esther Ramirez and Police Lieutenant Nick Manfredi:** Police Lieutenant Nels Ortlund assisted the Mayor and City Council in recognizing retiring longtime employees, Police Department Senior Administrative Assistant Esther Ramirez and Police Lieutenant Nick Manfredi.

**STUDENT GOVERNMENT REPRESENTATIVE REPORT:** To resume in September.

**ORDER OF BUSINESS:** City Manager Chi requested that Agenda Report item AR- 2 be pulled from the agenda and postponed; items AR-4 and AR-9 would be heard out of order following Consent Calendar.

**CONSENT CALENDAR:** It was moved by Councilmember Shevlin, seconded by Councilmember Crudgington, to approve the remainder of the consent calendar. The motion carried unanimously. The Consent Calendar consisted of the following Agenda items:

**CC-1 Unadopted Minutes of the June 7, 2016, Special and Regular Meetings of the Monrovia City Council:** The City Council adopted the Minutes of the June 7, 2016, Special and Regular Meetings of the Monrovia City Council.

**CC-2 Payroll No. 12 in the Net Amount of \$680,414.83, and Warrant Register dated June 16, 2016, in the Total Amount of \$1,198,531.69:** The City Council approved Payroll No. 12 in the Net Amount of \$680,414.83, and Warrant Register dated June 16, 2016, in the Total Amount of \$1,198,531.69.

**CC-3 Amendment to Chapter 3.24 of the Monrovia Municipal Code Related to Purchasing, Bidding, and Sale Procedures; Adoption of Ordinance No. 2016-07:** The City Council adopted Ordinance No. 2016-07. This ordinance was introduced on June 7, 2016, by unanimous vote.

**CC-4 Solicitation of Bids for the Southwest and Southeast (SW/SE) Area Non-Renewal Sidewalk Repairs Project:** The City Council approved the plans and specifications and authorized staff to solicit bids for the SW/SE Area Non-Renewal Sidewalk Repairs Project.

**CC-5 Consultant Services Agreement with Civiltec Engineering, Inc., in an Amount not to Exceed \$158,950.00 for Engineering Services related to the Water System Improvements included in Monrovia Renewal:** The City Council approved a Consultant Services Agreement with Civiltec Engineering, Inc., in an amount not to exceed \$158,950 for design and engineering of the electrical improvements to the City's Well Field and Ridgeside Booster Station and authorized the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney.

**CC-6 Support Services Agreement with Monrovia Chamber of Commerce in the Amount of \$43,819 for the Period Ending June 30, 2017:** The City Council approved the Support Services Agreement with the Monrovia Chamber of Commerce in an amount not to exceed \$43,819 for the period ending June 30, 2017, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-7 Consultant Services Agreement with Jones Lang LaSalle in an Amount Not to Exceed \$30,000.00 per Year for the Period Ending June 30, 2019:** The City Council approved a Consultant Services Agreement with Jones Lang LaSalle in an amount not to exceed \$30,000.00 per year for the period ending June 30, 2019, for the provision of economic development services, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-8 Award Contract to Pokarjac Corporation for Emergency Road Repairs in an Amount not to Exceed \$75,500.00:** The City Council awarded a contract to Pokarjac Corporation in an amount not to exceed \$75,500.00 to complete emergency road repairs in the Hillside Wilderness Preserve, and to authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-9 Agreement with Levitt Pavilion for the 2016 Summer Concert Series at Station Square:** The City Council approved an agreement with Levitt Pavilion in an amount not to exceed \$21,500 for the 2016 Summer Concert Series at Station Square, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

**CC-10 Acceptance of Work for Station Square On-Site Public Improvements by MS Construction, Project No. G-866:** The City Council accepted the work of MS Construction Management Group on the Station Square On-Site Public Improvements, Project No. G-866, authorized the City Clerk to file a Notice of Completion, and directed the City Engineer to release all retained funds accordingly

**CC-11 Change Order with General Pump Company, Inc. for the Rehabilitation of Well No. 4 Project in the Amount of \$50,805.38:** The City Council approved a change order with General Pump Company, Inc. in the amount of \$50,805.38 for the Rehabilitation of Well No. 4, and to authorized the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney.

**CC-12 Renewal of Annual Maintenance Agreements with Bibliotheca, Environmental Science Research Institute (ESRI), Konica Minolta, Protel Communications, Spillman Technologies, and Tyler Technologies for Fiscal Year 2016-2017:** The City Council approved the annual maintenance agreements Annual Maintenance Agreements with Bibliotheca, Environmental Science Research Institute (ESRI), Konica Minolta, Protel Communications, Spillman Technologies, and Tyler Technologies for Fiscal Year 2016-2017, and authorized the City Manager or his designee to execute the necessary documents.

**CC-13 2016-17 Gann Appropriations Limit, Resolution No. 2016-29:** The City Council adopted Resolution No. 2016-29.

**CC-14 Determination of Public Convenience and Necessity to Allow the Sale of Wine and Beer for Off-Site Consumption at 1602 South Myrtle Avenue by Field Myrtle Oil, Inc.:** The City Council approved a finding of Public Convenience and Necessity for 1602 South Myrtle Avenue, Field Myrtle Oil, Inc.

The following items were heard out of order:

**AR-4 Acceptance of Strengthening Law Enforcement and Community Relations Grant Funds from the Board of State and Community Corrections (BSCC) in the Amount of \$193,171 for Strengthening Law Enforcement Community Relations in the City of Monrovia and the Surrounding Region, Resolution No. 2016-30**

James Hunt, Police Chief, reviewed the Agenda Report.

Matthew Zook of Douglas and Zook Mortuary expressed that their business was pleased to be involved. The City Council thanked him for their financial support of the program.

**It was moved by Councilmember Shevlin, seconded by Councilmember Spicer, to adopt Resolution No. 2016-30.** The motion carried unanimously

**AR-9 Approval of Traffic and Engineering Speed Survey dated April 2016 and Re-Establishing and Increasing Speed Limits in Accordance with those Surveys on Various Streets Within the City, Resolution No. 2016-19; and Amendment to Title 10, Chapter 10.04 of the Monrovia Municipal Code Related to Speed Limits, Introduction and First Reading of Ordinance No. 2016-06**

Tina Cherry, Public Services Director, reviewed the Agenda Report.

Following discussion, **it was moved by Councilmember Blackburn, seconded by Councilmember Spicer, to adopt Resolution No. 2016-19, and to introduce, waive further reading, and read by title only Ordinance No. 2016-06.** The motion carried 4-1, with Councilmember Crudgington voting no.

City Attorney Steele read the title of Ordinance No. 2016-06 as follows:

**AN ORDINANCE OF THE CITY OF MONROVIA, CALIFORNIA, AMENDING CHAPTER 10.04 OF THE MONROVIA MUNICIPAL CODE RELATED TO SPEED LIMITS**

**PUBLIC INPUT:**

1. Angela Jackson, Monrovia
2. Harry Boyd, Monrovia
3. Hanna Nielson, Monrovia
4. Gayle Montgomery, Monrovia

**PUBLIC HEARINGS / MEETINGS:**

**PH-1 Historic Landmark HL-138 and Mills Act contract MA-128 for the Property Located at 126 Poppy Avenue by Property Owner Nancy Jean Crocker; Resolution No. 2016-26**

Craig Jimenez, Community Development Director, reviewed the Agenda Report and provided an overview of the Mills Act assessments.

Mayor Adams opened and closed the Public Hearing, as there was no one present who wished to speak for or against the matter.

**It was moved by Councilmember Crudgington, seconded by Councilmember Spicer, to adopt Resolution No. 2016-26.** The motion carried unanimously.

**PH-2 Historic Landmark HL-139 and Mills Act Contract MA-129 for the Property Located at 805 South Shamrock Avenue by Property Owner Norberto Nardi; Resolution No. 2016-27**

Sheri Bermejo, Planning Division Manager, reviewed the Agenda Report.

Mayor Adams opened and closed the Public Hearing, as there was no one present who wished to speak for or against the matter.

**It was moved by Councilmember Spicer, seconded by Councilmember Shevlin, to adopt Resolution No. 2016-27.** The motion carried unanimously.

**PH-3 Historic Landmark HL-140 and Mills Act Contract MA-130 for the Property Located at 177 Acacia Avenue by Property Owners William and Jill Levengood; Resolution No. 2016-28:**

Craig Jimenez, Community Development Director, reviewed the Agenda Report.

Mayor Adams opened and closed the Public Hearing, as there was no one present who wished to speak for or against the matter.

**It was moved by Councilmember Crudginton, seconded by Councilmember Shevlin, to adopt Resolution No. 2016-28.** The motion carried unanimously.

#### **REPORTS OF CITY MANAGER AND STAFF:**

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

#### **REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES**

##### **RCC-1 Mayor Tom Adams**

- (a) Upcoming Independent Cities Association Summer Seminar in La Jolla, CA
- (b) Upcoming Fourth of July celebration

##### **RCC-2 Mayor Pro Tem Alexander C. Blackburn**

- (a) Recent Attendance at International Conference of Shopping Center, Las Vegas, NV, with Councilmember Spicer and Staff

##### **RCC-3 Councilmember Gloria Crudginton**

- (a) Monrovia History Tour led by City Historian Steve Baker

##### **RCC-4 Councilmember Becky Shevlin**

- (a) San Gabriel Valley Council of Governments (SGVCOG) Update
- (b) Community meeting regarding the directly elected mayor proposal
- (c) Upcoming community events.

##### **RCC-5 Councilmember Larry J Spicer**

- (a) Recent Attendance at Neighborhoods USA Conference, Memphis, TN, and the three awards received for the MAP Program

#### **ADMINISTRATIVE REPORTS:**

**AR-1 Exclusive Residential and Commercial Solid Waste Franchise Agreement with Arakelian Enterprises, Inc., dba Athens Services; Amendment No. 1 to the Street Sweeping Services Agreement with Arakelian Enterprises, Inc., dba Athens Services; and Amendment No. 1 to the Non-Exclusive Commercial Waste Collection Agreement with Consolidated Disposal Service**

Oliver Chi, City Manager, reviewed the Agenda Report. Gary Clifford, Athens Services representative responded, to questions from the City Council.

Following discussion, **it was moved by Councilmember Spicer, seconded by Councilmember Shevlin, to approve the Exclusive Residential and Commercial Solid Waste Franchise Agreement with Athens Services, Amendment No. 1 to the Street Sweeping Services Agreement with Athens Services, and Amendment No. 1 to the Non-Exclusive Commercial Waste Collection Agreement with Consolidated Disposal Service, and authorize the City Manager to execute the agreements in forms approved by the City Attorney.** The motion carried unanimously.

**AR-2 Public Transportation Services Agreement with PCAM, LLC for the Provision of Dial-A-Ride Transportation Services for the Period Ending June 30, 2017**

This item was pulled from the Agenda.

**AR-3 Award of Police Towing Service Contract to Foothill Tow for the Period Ending June 30, 2017, with the Option of Two (2) One-Year Extensions, with Performance Review at the End of Every Operating Year**

Alan Sanvictores, Police Captain, reviewed the Agenda Report.

## Public Input

1. Jan Quackenbush, Jan's Towing, spoke in opposition

**It was moved by Councilmember Blackburn, seconded by Councilmember Spicer, to approve the Police Towing Service Agreement with Foothill Towing for the period ending June 30, 2017, with the option of two (2) one-year extensions, with performance review at the end of every operating year, and authorize the City Manager to execute the agreement in a form approved by the City Attorney. The motion carried unanimously.**

**AR-4 Acceptance of Strengthening Law Enforcement and Community Relations Grant Funds from the Board of State and Community Corrections (BSCC) in the Amount of \$193,171 for Strengthening Law Enforcement Community Relations in the City of Monrovia and the Surrounding Region, Resolution No. 2016-30**

This item was heard out of order following Consent Calendar, above.

Mayor Adams called for a recess at 10:11 p.m. and reconvened at 10:23 p.m.

**AR-5 Exclusive Franchise Agreement with Raw Inspiration, Inc., to Operate the Monrovia Friday Night Family Street Fair Event for the Period Ending June 30, 2021**

Oliver Chi, City Manager, reviewed the Agenda Report.

## Public Input –

1. Connie Mendoza spoke with concerns.
2. Sandra Jaramillo spoke with concerns.
3. Osvaldo Rodriguez spoke with concerns.
4. Steve Mings spoke with concerns
5. Carolyn Zaha spoke with concerns
6. John Edwards, President, Raw Inspiration, spoke in favor; he discussed experience in running farmers markets and responded to questions of the City Council

**It was moved by Councilmember Spicer, seconded by Councilmember Blackburn, to approve the Exclusive Franchise Agreement with Raw Inspiration for the operation of the Monrovia Street Fair Event for the period ending June 30, 2021, with five (5) one-year extensions, and to authorize the City Manager to execute the necessary documents in a form approved by the City Attorney. The motion carried unanimously.**

**AR-6 Award of Contract to Grbcon, Inc., for the Monrovia Renewal Southwest and Southeast Area Sewer Improvements Project No. C-3088 and Task Order with Merrell-Johnson Companies for Engineering, Inspection, and Construction Management related to the Project**

Sean Sullivan, Public Works Division Manager, reviewed the Agenda Report.

**It was moved by Councilmember Shevlin, seconded by Councilmember Crudginton, to award a contract to Grbcon, Inc., for the completion of the Monrovia Renewal Southwest and Southeast Area Sewer Improvements Project No. C-3088 in the amount of \$157,223.68 with a construction contingency in the amount of \$23,583.00, approve a task order with Merrell-Johnson Companies in an amount not to exceed \$15,722.00 for project engineering, inspection, and construction management, appropriate the necessary funds of \$196,528.68 to complete this project, and 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-7 Award of Contract to Ramona, Inc., for the Monrovia Renewal Southwest and Southeast Area Water Line Improvements Project No. C-3086 and Task Order with Merrell-Johnson Companies for Engineering, Inspection, and Construction Management related to the Project**

Sean Sullivan, Public Works Division Manager, reviewed the Agenda Report.

It was moved by Councilmember Blackburn, seconded by Councilmember Shevlin, to award a contract to Ramona, Inc. in the amount of \$435,120.00 with a construction contingency in the amount of \$65,268.00 for the completion of the Monrovia Renewal Southwest and Southeast Area Water Line Improvements Project, approve task order with Merrell-Johnson Companies in an amount not to exceed \$43,512.00 for project engineering, inspection, and management, appropriate the necessary funds of \$543,900.00 to complete this project, 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-8 Agreement with Precision Concrete Cutting for Sidewalk Maintenance Services and Task Order with Merrell-Johnson Companies for Engineering, Inspection, and Construction Management related to the Project**

Sean Sullivan, Public Works Division Manager, reviewed the Agenda Report.

Following discussion, it was moved by Councilmember Crudgington, seconded by Councilmember Shevlin, to approve an agreement with Precision Concrete Cutting for sidewalk maintenance services in the Southwest and Southeast project areas of Monrovia Renewal in the amount of \$309,116.25 with contingency in the amount of \$46,300 (15%) for any changes in quantities of work, approve a task order with Merrell-Johnson Companies for project engineering, inspection, and management in an amount not to exceed \$30,900, appropriate the necessary funds of \$386,316.25 for the completion of this project, 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-9 Approval of Traffic and Engineering Speed Survey dated April 2016 and Re-Establishing and Increasing Speed Limits in Accordance with those Surveys on Various Streets Within the City, Resolution No. 2016-19; and Amendment to Title 10, Chapter 10.04 of the Monrovia Municipal Code Related to Speed Limits, Introduction and First Reading of Ordinance No. 2016-06**

This item was heard out of order following Consent Calendar, above.

**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, July 5, 2016, 7:30 p.m., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT:** At 11:15 p.m., Mayor Adams adjourned the meeting, in memory of Darlene Tubbs, Wife of Former Monrovia Police Chief Bill Tubbs; Jose de Jesus Enriquez, Father of Management Analyst Alfredo Enriquez; Shirley Gomia, Mother of Parks Employee John Gomia; Dorothy Harvis, Mother of Library Boardmember Mark Harvis.

ATTEST:

/s/ Alice D. Atkins

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Alice D. Atkins, CMC, City Clerk

APPROVED:

/s/ Tom Adams

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Tom Adams, Mayor