

**MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, MARCH 15, 2016, 7:30 P.M.**

**CONVENE:** Mayor Tom Adams convened the Regular Meeting of the Monrovia City Council of Tuesday, March 15, 2016, at 7:34 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:** Ginny Nilsen led the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember Alexander Blackburn led the Pledge of Allegiance.

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

**REPORT OF CLOSED SESSION:** None.

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Introduction of Newly Hired Employees:** City Manager Oliver Chi introduced Administrative Assistants Jackie Tran and Ashton Gout, and Public Services Director Tina Cherry introduced Park Maintenance Work Will Harris.

**STUDENT GOVERNMENT REPRESENTATIVE REPORT:** Student Liaison Troy Tavangar was unable to attend due to illness; Councilmember Shevlin provided a brief report on his behalf.

**ORDER OF BUSINESS:** City Manager Chi stated that Consent Calendar item CC-5 would be pulled for discussion; item CC-8 was pulled and tabled until next meeting.

**CONSENT CALENDAR:** Prior to approval of the Consent Calendar, Mayor Adams took public input from Gwendolyn Jones, Monrovia, related to item CC-7; Staff provided clarification. **It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Shevlin, to approve the consent calendar, with the exception of items CC-5 and CC-8.** The motion carried unanimously. The Consent Calendar consisted of the following Agenda items:

**CC-1 Unadopted Minutes of the March 1, 2016, Regular Meeting of the Monrovia City Council:** The City Council adopted the Minutes of the March, 1, 2016, Regular Meeting.

**CC-2 Payroll No. 5 in the Net Amount of \$517,048.00 and Warrant Register dated February 24, 2016, in the Total Amount of \$3,370,405.98:** The City Council approved Payroll No. 5 in the Net Amount of \$517,048.00 and Warrant Register dated February 24, 2016, in the Total Amount of \$3,370,405.98.

**CC-3 Purchase for Scheduled Replacement of Police Department Supervisor Patrol Vehicle Plus One Additional Supervisor Patrol Vehicle from Wondries Fleet Group in the Amount of \$60,257.44 and the Installation of New Emergency Equipment by Black and White Emergency Vehicles in the Amount of \$28,941.94:** The City Council approved the purchase of two (2) 2016 Ford Interceptor Police Utilities from Wondries Fleet Group in the amount of \$60,257.44 and the installation of new emergency equipment by Black and White Emergency Vehicles in the amount of \$28,941.94.

**CC-4 Purchase of Forty (40) Zoll Plus Brand Automated External Defibrillators in the Amount of \$52,920.00 for Use in City of Monrovia Public Buildings and Police First Responder Vehicles:** The City Council approved the purchase of 40 Zoll AED Plus Automated External Defibrillators and auxiliary supplies from General Medical Devices, Inc., in the amount of \$52,920.00

**CC-5 Legislation Review and Adoption of Positions Recommended by the League of California Cities:** Pulled for discussion.

**CC-6 Amendment to the Agreement for Legal Services between the City of Monrovia and Richards, Watson & Gershon Relating to Bond Counsel Services:** The City Council approved the Amendment to the

Legal Services Agreement between the City of Monrovia and Richards, Watson & Gershon authorize the Mayor to execute it.

**CC-7 Acceptance of Fiduciary Management of the 2016-2017 High Intensity Drug Trafficking Area (HIDTA) Grant:** The City Council approved the acceptance of fiduciary oversight of the 2016-2017 HIDTA Grant and other related fiduciary responsibilities, and authorized the Chief of Police to execute the necessary documents.

**CC-8 Acceptance of Work for Station Square Off-Site Public Improvements by Griffith Company, Project No. C-3068:** This item was pulled and tabled until a subsequent meeting.

**CC-9 Determination of Public Convenience and Necessity to Allow the Sale of Wine and Beer for Off-Site Consumption at 123-137 West Pomona Avenue by Wine of the Month Club:** The City Council approved a finding of Public Convenience and Necessity for 123-137 West Pomona Avenue, Wine of the Month Club.

The following was taken out of order:

**ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED:** None.

**CC-5 Legislation Review and Adoption of Positions Recommended by the League of California Cities:**

Management Analyst Caroline Velarde reviewed the Agenda Report.

**It was moved by Councilmember Shevlin, seconded by Mayor Pro Tem Spicer, to adopt the League of California Cities' recommended positions on key legislation.** The motion carried unanimously.

**PUBLIC INPUT:**

1. Karin Crehan, Monrovia Chamber of Commerce
2. Clifford Decosta, Monrovia
3. Allen Holmquist, Monrovia
4. Gwendolyn Jones, Monrovia
5. David Nemetz, LA PartyWorks
6. Dominique Strivings, St. Patrick's Day Fuzzfest
7. Gayle Montgomery, Monrovia

Oliver Chi responded to concerns raised during public comment regarding commercial on-street parking in a residential neighborhood. The City Council asked to have Code Enforcement look into the issue.

**PUBLIC HEARINGS / MEETINGS:** None.

**REPORTS OF CITY MANAGER AND STAFF:**

**RCM-1 Gold Line Traffic Impacts Update:** City Manager Chi called on Sean Sullivan, Public Works Manager, to provide an overview of traffic impacts with the new Gold Line service. The City and Metro would continue to monitor signal timing issues, and replacement of recalled gate mechanisms was expected in the coming months.

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

**RCC-1 Mayor Tom Adams**

- (a) Commented on the availability of Friday Night Street Fair RFP documents on the City's website
- (b) Upcoming regional meeting in West Covina regarding stormwater permit issues
- (c) Recent unveiling of mural at Library
- (d) Recent High School production of Spamalot

**RCC-2 Mayor Pro Tem Larry Spicer**

- (a) Called on Community Services Commission Chair Nancy Matthews to report on an award recently received by the California Association of Park & Recreation Commission and Boardmembers for the Station

Square Project; Councilmember Gloria Crudginton also received the President's Award for her work with Hillside Preservation.

**RCC-3 Councilmember Alexander C. Blackburn**

- (a) Requested that add a section on the agenda under Reports from City Manager and Staff for "Old Business" to hear the status on requests made by the City Council to Staff at their meetings.
- (b) Requested Staff formalize a period during Study Sessions to allow for more thorough City Council discussion. Councilmember Crudginton requested that discussion on Neighborhood Compatibility be continued at next Planning Commission meeting.

**RCC-4 Councilmember Gloria Crudginton**

- (a) Recent attendance at Los Angeles County Commission on Women awards luncheon with Councilmember Shevlin
- (b) Recent Planning Commission Neighborhood Compatibility Study Session; requested 3D models of recently constructed homes using proposed ordinance. Discussion ensued regarding timing of review, consideration, and adoption of regulations prior to moratorium expiration.

**RCC-5 Councilmember Becky A. Shevlin**

- (a) Southern California Association of Governments (SCAG) Regional Transportation Plan/Sustainable Communities Strategy Update; at the upcoming Special Joint Policy Committee Meeting with the San Gabriel Valley Council of Governments, she would be voting to recommend approval.
- (b) Monrovia Old Town Advisory Board (MOTAB) Liaison Report; requested Staff analyze and clarify advisory powers of the Board and update the Special Events permit process. Noting the recent resignation of MOTAB Chair Rudy Castrellon, she thanked him for his service, and thanked Pam Fitzpatrick for her volunteer hours in support of Old Town merchants.
- (c) Attendance at upcoming San Gabriel Valley Council of Governments Board Meeting
- (d) Upcoming positions on Boards and Commissions
- (e) Recent attendance at Library Board Strategic Planning Study Session
- (f) Recent and upcoming events in the community

**ADMINISTRATIVE REPORTS:**

**AR-1 Fiscal Year 2014-2015 Comprehensive Annual Financial Report**

Finance Division Manager Buffy Bullis reviewed the Agenda Report and Debbie Harper of Lance, Soll & Lunghard, provided an overview of the Comprehensive Annual Financial Report, with focus on new requirements to include pension liability on agency financial statements.

During discussion on establishing a reserve policy, Councilmember Crudginton requested the Audit Committee be given the opportunity to review.

**It was moved by Councilmember Shevlin, seconded by Councilmember Crudginton, to receive and file the Comprehensive Annual Financial Report.** The motion carried unanimously.

**AR-2 City Council Education, Training, and Professional Development Policy**

Lauren Vasquez, Deputy City Manager, reviewed the Agenda Report.

During discussion, City Manager Chi stated that as Staff works on a more formalized orientation and handbook for new Councilmembers, attendance at the League of California Cities New Mayors & Councilmembers conference could be incorporated.

**It was moved by Councilmember Shevlin, seconded by Councilmember Blackburn, to approve Administrative Policy 1.33 to establish a formal City Council Education, Training, and Professional Development program, and to allocate the \$10,000 in additional funding necessary to establish the overall program, including adjustments to funding for City Council business expenses.** The motion carried unanimously.

**AR-3 Task Order with Gibson Transportation Consulting, Inc., to Assess the Gold Line Extension's Impact on Traffic at Key Intersections:**

Sean Sullivan, Public Services Manager, reviewed the Agenda Report.

Following brief discussion, **it was moved by Councilmember Blackburn, seconded by Councilmember Shevlin, to approve the task order with Gibson Transportation Consulting, Inc. for professional services associated with the impact of the Gold Line on the traffic flow at key intersections in an amount not to exceed \$12,000, 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-4 Amendment to Chapter 12.32 (Parks) of Title 12 (Streets, Sidewalks and Public Places) of the Monrovia Municipal Code to add Station Square Park to the List of City Designated Parks, Introduction of Ordinance No. 2016-05:**

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

**It was moved by Councilmember Crudgington, seconded by Councilmember Alex Blackburn, to introduce, waive further reading, and read by title only Ordinance No. 2016-05.** The motion carried unanimously.

City Attorney Steele read the title of Ordinance No. 2016-05 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, AMENDING CHAPTER 12.32 (PARKS) OF TITLE 12 (STREETS, SIDEWALKS AND PUBLIC PLACES) OF THE MONROVIA MUNICIPAL CODE TO ADD STATION SQUARE PARK TO THE LIST OF CITY DESIGNATED PARKS

**AR-5 Proposed Smoking Ban in City Parks**

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

Discussion ensued regarding including the ban of vaping and other substances, enforcement by Park Rangers rather than Police Officers, and review of proposed ordinance language by the Community Services Commission prior to City Council consideration.

Public Input:

1. Guadulesa Rivera, Glendale Adventist Medical Center and Monrovia Coalition to Reduce Teen Smoking
2. Primo Castro, American Cancer Society Cancer Action Network

**It was moved by Councilmember Crudgington, seconded by Councilmember Alex Blackburn, to direct staff to update the necessary ordinance to ban smoking in City parks, including vape, marijuana, and other substances, and provide for review of proposed regulations by the Community Services Commission prior to City Council consideration.** The motion carried unanimously.

**PUBLIC INPUT, CONTINUED, IF NEEDED:** None

**ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED:** Heard out of order following Consent Calendar above.

**SCHEDULED MEETINGS:** The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, April 5, 2016, 7:30 p.m., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT:** At 11:06 p.m., Mayor Adams adjourned the meeting in memory of Teresa Valdez, Mother of Information Systems Analyst Luis Valdez, and Sharon Joy Maluso, Mother of Human Resources Supervisor Heather Greer.

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