

# MONROVIA CITY COUNCIL AGENDA

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

## Welcome to the Monrovia City Council Meeting Tuesday, June 18, 2019, 7:30 P.M.



### 74<sup>th</sup> CITY COUNCIL

Tom Adams  
Mayor

Larry J. Spicer  
Mayor Pro Tem

Alexander C. Blackburn  
Councilmember

Gloria Crudgington  
Councilmember

Becky A. Shevlin  
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.foothillsmedia.org](http://www.foothillsmedia.org). 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 74<sup>th</sup>  
MONROVIA CITY COUNCIL  
City Council Chambers  
415 South Ivy Avenue  
Tuesday, June 18, 2019, 2019  
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 Ginny Nilsen  
PLEDGE OF ALLEGIANCE Mayor Pro Tem Larry J. Spicer  
ROLL CALL Councilmembers Alexander C. Blackburn, Gloria Crudgington, Becky A. Shevlin, Mayor Pro Tem Larry J. Spicer, and Mayor Tom Adams

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

PR-1 Recognition of 2019 Monrovia Public Library Bookmark Contest Winners  
Staff Reference: Annette Simpson, Librarian – Youth Services

PR-2 Pasadena Humane Society Pet of the Month  
Staff Reference: Lauren Vasquez, Deputy City Manager

STUDENT GOVERNMENT REPRESENTATIVE REPORT – To resume in September.

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 June 3, 2019, Special Joint Meeting of the Monrovia City Council and the Monrovia Planning Commission, and the June 4, 2019, Special and Regular Meetings of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the June 3, 2019, Special Joint Meeting of the Monrovia City Council and the Monrovia Planning Commission, and the June 4, 2019, Special and Regular Meetings of the Monrovia City Council

CC-2 [Payroll No. 12 in the Net Amount of \\$661,084.12, and Warrant Registers dated June 6 and June 13, 2019 in the Total Amounts of \\$745, 830.80 and \\$516,991.38, Respectively](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll No. 12 in the net amounts of \$661,084.12 and Warrant Registers dated June 6 and June 12, 2019, in the total amounts of \$745, 830.80, and \$516,991.38, respectively

- CC-3 [Award of Contract for Publication of Legal Advertisements to Beacon Media, Inc., for the period ending June 30, 2020](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Award a contract to Beacon Media, Inc., for the period ending June 30, 2020, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-4 [Joint Powers Agreement to Provide for Inter-Agency Cooperation in Major Natural or Man-Made Disasters](#)  
Staff Reference: Brad Dover, Fire Chief  
Recommendation: approve the Joint Powers Agreement to Provide for Inter-Agency Cooperation in Major Natural or Man-Made Disasters between the City of Monrovia and Los Angeles County Disaster Management Area Board, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Certificate of Authorized Officials for Signing Official Documents; Resolution No. 2019-36](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt Resolution No. 2019-36
- CC-6 [Amendment No. 1 to the Agreement with Empire Transportation Services, Inc., for Provision of ADA Transportation Services for the Period Ending June 30, 2020](#)  
Staff Reference: Alex Tachiki, Senior Management Analyst  
Recommendation: Approve Amendment No. 1 to the agreement with Empire Transportation Services, Inc., for provision of ADA transportation services for the period ending June 30, 2020, and authorize the City Manager to execute the necessary agreements in a form approved by the City Attorney
- CC-7 [Buyout of Leased Fleet Vehicles from Enterprise Fleet Management](#)  
Staff Reference: Sean Sullivan, Public Works Division Manager  
Recommendation: Approve the purchase of twenty-five (25) leased vehicles from Enterprise Fleet Management Trust for an amount not to exceed \$165,000, and authorize the City Manager to execute the necessary agreements in a form approved by the City Attorney
- CC-8 [Amendment No. 1 to the Consultant Services Agreement with Melad and Associates, Inc. for Plan Check and Building Inspection Consultant Services for the Period Ending June 30, 2020](#)  
Staff Reference: Evan Nuckles, Building & Safety Division Manager  
Recommendation: Amendment No. 1 to the Consultant Services Agreement with Melad and Associates Engineering, Inc. for plan check and building inspection services for the period ending June 30, 2020, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-9 [Reaffirming the Annual Levy Amount and Tax Rate for the Direct Assessment Parcel Taxes and the Tax Override Ad Valorem Tax for the 2019-2020 Fiscal Year; Resolution No. 2019-32](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Adopt Resolution No. 2019-32
- CC-10 [Information Systems Agreements with Tyler Technologies, Konica Minolta, Motorola Solutions, Inc., Emerson Process Management, Nobel Systems, and Acorn Technology Services for Fiscal Year 2019-2020](#)  
Staff Reference: Brittany Mello, Assistant to the City Manager  
Recommendation: Approve the annual agreements with Tyler Technologies, Konica Minolta, Motorola Solutions, Inc., Emerson Process Management, and Nobel Systems for Fiscal Year 2019-2020, extend and amend the agreement with Acorn Technology Services through the period ending June 30, 2022, and authorize the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney

- CC-11 [Agreements with Monrovia Chamber of Commerce, Oak Crest Institute of Science, Gibson Transportation Consulting, Inc., and Stetson Engineers, Inc.](#)  
Staff Reference: Oliver Chi, City Manager  
Recommendation: Approve agreements with Monrovia Chamber of Commerce, Gibson Transportation Consulting, Inc., Stetson Engineers, Inc., and Oak Crest Institute of Science, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-12 [2019-2020 Gann Appropriations Limit, Resolution No. 2019-35](#)  
Staff Reference: Alex Kung, Deputy Administrative Services Director  
Recommendation: Adopt Resolution No. 2019-35
- CC-13 [Sale of Six \(6\) Monrovia Transit Vehicles to Empire Transportation Services, Inc.](#)  
Staff Reference: Alex Tachiki, Senior Management Analyst  
Recommendation: Approve the sale of six (6) Monrovia Transit vehicles to Empire Transportation Services, Inc., in the amount of \$120,000, and authorize the City Manager to execute the necessary agreements in a form approved by the City Attorney
- CC-14 [Consultant Services Agreement with Pacific Productions for Professional Audio Services for Community Events for the Period Ending June 30, 2020](#)  
Staff Reference: Rebecca Sandoval, Recreation Superintendent  
Recommendation: Approve the Consultant Services Agreement with Pacific Production for professional audio services for an amount not to exceed \$55,000 for the period ending June 30, 2020, 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

- PH-1 [Confirm the Levy and Collection of Assessments for the Fiscal Year 2019-2020 Citywide Lighting and Landscaping Maintenance District; Resolution No. 2019-30](#)  
Staff Reference: Alex Kung, Deputy Administrative Services Director  
Recommendation: Adopt Resolution No. 2019-30
- PH-2 [Confirm the Levy and Collection of Assessments for the Fiscal Year 2019-2020 Park Maintenance District, Resolution No. 2019-31](#)  
Staff Reference: Alex Kung, Deputy Administrative Services Director  
Recommendation: Adopt Resolution No. 2019-31
- PH-3 [Tentative Tract Map No. TTM2019-82153 and Conditional Use Permit CUP2019-0005 for a 12-Unit, Two-and-Three-Story Townhouse Development at Property Located at 715-721 West Duarte Road; Ante Property Investment \(USA\) Inc. \(Helen Lin\), Applicant; Resolution No. 2019-29](#)  
Staff Reference: Teresa Santilena  
Recommendation: Resolution No. 2019-29

#### REPORTS OF CITY MANAGER AND STAFF

- RCM-1 City Council Directives Update  
Staff Reference: Oliver Chi, City Manager

## REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

- RCC-1 Mayor Tom Adams  
(a) [Appointments to Boards and Commissions for Terms Beginning July 1, 2019](#)
- RCC-2 Mayor Pro Tem Larry J. Spicer
- RCC-3 Councilmember Alexander C. Blackburn
- RCC-4 Councilmember Gloria Crudgington
- RCC-5 Councilmember Becky A. Shevlin

## ADMINISTRATIVE REPORTS

- AR-1 [Change Order to the Contract with Sully-Miller Contracting Company \(Project No. MR-012\) for the Execution of Remaining Monrovia Renewal South Section and Water System Improvements, and Amendment to the Consultant Services Agreement with Merrell-Johnson Companies for Capital Project Support Services](#)  
Staff Reference: Sean Sullivan, Public Works Division Manager  
Recommendation: Approve a change order to the contract with Sully-Miller Contracting Company (Project No. MR-012) for an amount not to exceed \$3,775,000, amend the consultant services agreement with Merrell-Johnson Companies for an amount not to exceed \$375,000, appropriate the identified funding to complete Monrovia Renewal South Section and water system related improvements, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- AR-2 [Fiscal Years 2019-21 Budget, Resolution No. 2019-33; Fiscal Year 2019-20 Schedule of Fees and Charges, Resolution No. 2019-34; Fiscal Year 2019-2020 Classification & Compensation System, Authorized Position Listing, Classification Specifications, and Corresponding Side Letters of Agreement; and Amendment to Monrovia Municipal Code Section 3.46 Relating to Fees and Service Charges and Recovery of Costs, Introduction and First Reading of Ordinance No. 2019-03](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Adopt Resolution Nos. 2019-33 and 2019-34; approve the attached Fiscal Year 2019-2020 Authorized Position Listing and the Fiscal Year 2019-2021 Classification & Compensation System and associated job specifications and side letters of agreement; and introduce, waive further reading, and read by title only Ordinance 2019-03

## 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, July 2, 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 14 day of June, 2019.

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Alice D. Atkins, MMC, City Clerk