



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: March 19, 2024

STAFF REFERENCE: Dylan Feik, City Manager

AGENDA LOCATION: AR-2

GOVERNMENT CODE SECTION 84308 APPLIES: No

TITLE: Recognition of Outgoing City Councilmember Gloria Crudginton in Honor of Her Substantial Public Service to the Community

OBJECTIVE: To consider recognizing Gloria Crudginton for her service to Monrovia and dedication to the community by renaming "Station 103" in her honor

BACKGROUND: Recently staff and various City Council members have received various requests and suggestions for consideration to honor retiring City Councilmember Crudginton for her decades of service to Monrovia, including 12 years as a Community Services Commissioner and nearly 9 years as a City Council Member. Gloria's efforts, combined with those of countless Monrovians, include notable accomplishments such as:

- Leading efforts to create the Monrovia Hillside Wilderness Preserve in roles including community activist, commissioner and Councilmember
- Supporting the City's historic preservation efforts, which include over 160 local historic landmarks, 2 historic districts, and serving on various boards and commissions
- Serving as the City's liaison to "all-things-stormwater" and navigating the City through contentious compliance-related efforts. The City is perceived as a regional leader in stormwater compliance, including creation of a regional joint powers authority, which brought together cities within defined watersheds
- Involvement in the City's Monrovia Renewal Efforts between 2015 and 2020, which significantly enhanced Monrovia's infrastructure.

On July 7, 2000, the voters of Monrovia passed Measures A & B (Measure A created a new zoning designation for our hillsides and Measure B created a property tax that raised \$10 million to purchase the hillsides). These measures prevented future development of the City's foothills and became the Monrovia Hillside Wilderness Preserve, home to over 1,450 acres of open space, nature trails and natural resources.

Convincing voters to support this movement was an incredible undertaking, spearheaded by Gloria and her husband, Cleve. Together, they volunteered after the City Council meeting when it was decided to place the measures on the ballot. Gloria was part of a massive "boots on the ground" campaign, drawing 1,000 volunteers to educate and inform every Monrovia and gain the broadest support possible. With 83% voter approval, both measures passed resoundingly to preserve the hillsides from development for generations to come.

Traditional ways to honor Monrovia residents include planting trees in public areas or installing new park benches. Gloria's contributions to Monrovia are significant and staff felt it appropriate to review the City's Facility and Street Naming Policy, should the Council choose another way to honor its retiring Councilmember.

ANALYSIS: In 2016, the City Council adopted an Administrative Policy (Policy) outlining the procedures required to name or rename a City facility or street in recognition of a community member. The Policy outlines the specific criteria necessary for any person to be considered for such recognition. Some of the criteria include:

Section 1.a

- City controlled facilities / properties may be renamed in honor of a person who died in the line of service (military, police or fire) or made significant contributions to the community.

Section 1.b

- When determining whether to rename a City controlled facility / property, the party making the determination shall consider all factors he / she / they deem relevant, including whether some or all of the following accurately describe the person or organization for whom / which the City controlled facility / property is proposed to be renamed:
 - i. The person or organization made lasting and significant* contributions to the protection of natural or cultural resources of the City of Monrovia; or
 - ii. The person or organization made substantial* contributions to the betterment of a specific facility or park consistent with the established standards for the facility; or
 - iii. The person or organization made substantial* contributions to the advancement of recreational opportunities with the City of Monrovia; or
 - iv. The person or organization was associated with an economic development or redevelopment activity; or
 - v. The person or organization had a positive impact on the lives of Monrovia's residents; or
 - vi. The person or organization volunteered for ten (10) or more years of service to the community.

Staff believes Council Member Crudgington meets ALL of the factors required for renaming a facility, particularly when it comes to her efforts associated with the Monrovia Hillside Wilderness Preserve (HWP).

As the City began acquiring land for the creation of the HWP, the City purchased the property at 620 Cloverleaf Drive. This parcel of land totals 73.5 acres and includes 1 small structure once used as part of the San Lorenzo Nursery. The building was originally constructed in 1936 with small additions during the 40s and 50s. It is located at the entrance to the HWP off the Cloverleaf Access Gate. This building also sits near the location where the City of Monrovia held a dedication event in Fall 2016, announcing the formal opening of the HWP.



There was originally discussion about using the building as a fire station, which remains why the building is referred to as “Fire Station 103.” However, the building cannot serve as a fire station for various reasons, including limited access, storage space, etc. The City also does not want the public to believe there is a fire station located within the Preserve.

The building, which includes a new storage space located nearby, is used for educational programs, work space, and storage. The building is a fully functioning home, has the only operating public toilet in the HWP, and is the first thing seen by the public when entering the Preserve.

Staff is proposing to the City Council a renaming of the building to “Crudgington Station.” Should Council approve the facility name change, staff will prepare a plaque similar to those used for other City facilities in Canyon Park and the HWP, and will place new signage at the location that tells the story of the community’s effort to create the Monrovia Hillside Wilderness Preserve. Per the policy, Section B(1)(a)(i), the affirmative votes of at least four City Council members are required to support this action.

ENVIRONMENTAL IMPACT: There is no environmental impact associated with this item.

FISCAL IMPACT: The City will incur nominal costs associated with installation of new signage (expected to be under \$2,000) and updating City websites, documents, or any materials currently listing “Fire Station 103.”

OPTIONS: The following options are presented for consideration:

1. Approve recognition of Gloria Crudgington for her contributions to the Monrovia Community by renaming the aforementioned City facility “Crudgington Station” and authorize staff to install appropriate signage.
2. Take no action.
3. Request additional information from staff before taking action.

RECOMMENDATION: Staff recommends Option 1.

COUNCIL ACTION REQUIRED: If Council concurs, the appropriate motion would be to approve renaming the City facility at 603 Cloverleaf Drive to “Crudgington Station” and authorize staff to install appropriate signage.

CITY OF MONROVIA
Administrative Policy Manual

Policy Number: 7.00

Date Established: September 20, 2016

Date Revised: September 7, 2021

City Manager Approval: _____

SUBJECT: FACILITY AND STREET NAMING POLICY

PURPOSE: To establish uniform procedures for the naming or renaming of City facilities and streets in a manner that is compatible with community interest to enhance the values and heritage of the City of Monrovia.

GENERAL POLICY

The following guidelines have been established to provide for a consistent and uniform procedure in the naming or renaming of City facilities and streets¹.

PROVISIONS

A. General Guidelines

1. This policy shall establish the guidelines, criteria and process for naming or renaming of City facilities and streets.
2. The City Council shall have the final authority to name and rename all City facilities and streets.
3. The City Council shall have the final authority to designate commemorative street names and plaques.
4. Under extraordinary circumstances, the City Council may, with a super majority vote of at least four City Council members, revoke the current name of any City facility or street owned by the City.
5. It is the intent of this policy to prohibit the changing of street names that have existing homes or businesses using the street name in their address, except under extraordinary circumstances with a super majority vote of at least four City Council members and written approval of a majority of impacted property owners.
6. The authority for street naming and renaming shall reside with the City Council or as a result of an approval and recordation of a subdivision map.

B. Qualifications for Naming of City Facilities

1. Qualifying criteria include the following:

¹ This policy governs the naming of any portion of a City facility and street.

- a. City controlled facilities / properties may be renamed in honor of a person who died in the line of service (military, police or fire) or made significant contributions to the community.
 - i. There shall be a required three (3) year waiting period following the death of an individual prior to consideration of renaming any City controlled facility / property after that person. However, this requirement may be waived through an affirmative vote of at least four (4) City Council members.
- b. When determining whether to rename a City controlled facility / property, the party making the determination shall consider all factors he / she / they deem relevant, including whether some or all of the following accurately describe the person or organization for whom / which the City controlled facility / property is proposed to be renamed:
 - i. The person or organization made lasting and significant* contributions to the protection of natural or cultural resources of the City of Monrovia; or
 - ii. The person or organization made substantial* contributions to the betterment of a specific facility or park consistent with the established standards for the facility; or
 - iii. The person or organization made substantial* contributions to the advancement of recreational opportunities with the City of Monrovia; or
 - iv. The person or organization was associated with an economic development or redevelopment activity; or
 - v. The person or organization had a positive impact on the lives of Monrovia's residents; or
 - vi. The person or organization volunteered for ten (10) or more years of service to the community.
- c. Upon the naming or renaming of a street, site, facility, field, etc., the name shall not be used for any other dedication or renaming.

C. Facility Naming Criteria

1. Streets

- a. Names for streets shall be unique and distinct. Similar sounding or

duplicate street names shall not be considered.

- b. Street names shall be selected to either recognize natural features related to the Monrovia community or to recognize a person or organization that have made a lasting and significant contribution to the betterment of the City of Monrovia.

**Additional information as to how / why the contribution of the individual or organization was significant or substantial may be required.*

- c. Names with the same theme are suggested for naming streets in an entire subdivision, as a means of general identification.
- d. Discriminatory or derogatory names shall not be allowed.
- e. Names for public and private streets in a new subdivision shall be proposed by the developer, reviewed by the Planning Commission, and approved by the City Council. The street names shall be adopted by the City when the final subdivision map for the development is recorded.
- f. For the purposes of this policy, the changing of street names that have existing homes or businesses using the street name in their address shall not be allowed, except under extraordinary circumstances with a super majority vote of at least four City Council members and written approval of a majority of impacted property owners.

2. City Facilities

- a. City facilities are defined as a park, building, or recreational facility.
- b. For new facilities, the naming process shall begin as early in the project as possible.
- c. Facility names shall be selected to either recognize natural features related to the Monrovia community or to recognize a person or organization that made a lasting and significant contribution to the betterment of the City of Monrovia.
- d. Areas within City facilities that can also be recognized include points of entry; rooms / patios within a City building; facility features (such as a column or fountain); walkways; trails, recreational facilities (such as group picnic areas, sports fields, water features, or park monuments); physical features (such as mountains, hills, or vistas); drive-ways; or other related items.

3. Commemorative Street Names and Plaques

- a. Commemorative street name signs are additions to the street name and will not change the street address. Existing street names shall be retained and a supplemental sign or plaque shall be installed beneath the existing street name signage.
 - i. Names for the commemorative street name signs shall be selected to either recognize natural features related to the Monrovia community or to recognize a person or organization that have made a lasting and significant contribution to the betterment of the City of Monrovia.
- b. Commemorative plaques shall be placed in public facilities.
 - i. Names for the commemorative plaques shall be selected to recognize a person or organization that has made a lasting and significant contribution to the betterment of the City of Monrovia.

D. Facility and Street Naming Procedure

1. Requests for naming and / or changing the name of a City facility or street shall be submitted to the City Manager's Office in writing on the City's Facility Naming Application Form.
 - a. If the proposed facility or street name is in recognition of a person or organization, the applicant is required to provide clear evidence that the person or organization to be honored has made a significant and lasting contribution to the betterment of the City of Monrovia.
2. Upon receipt of the application, the City Manager or his / her designee shall review the application.
 - a. If the proposed facility to be named / renamed is connected or associated with a park or the Community Center, the City Manager or his / her designee shall place the Facility Naming Application Form on a future Community Services Commission agenda for review and consideration. The Community Services Commission shall then consider the application and render a recommendation to the City Council regarding the proposed name / rename.
3. Following that review, the City Manager or his / her designee shall place the proposed facility naming / renaming item on a future City Council agenda for formal review and consideration by the City Council.