

# MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting  
Tuesday, December 1, 2020, 7:30 P.M.

## CORONAVIRUS DISEASE (COVID-19) ADVISORY

As a precaution to protect staff, our constituents, and elected officials, in accordance with Executive Order N-29-20 and guidance from the California Department of Public Health on gatherings, there will NOT be a physical meeting location and all public participation will be electronic. Remote public participation is allowed in the following ways:

- 1) Cable T.V. Broadcast on KGEM (Spectrum Channel 99 or Giggle Fiber Channel 87-2)
- 2) Livestream online at [www.foothillsmmedia.org/monrovia](http://www.foothillsmmedia.org/monrovia)

Public comment will be accepted by email to [cityclerk@ci.monrovia.ca.us](mailto:cityclerk@ci.monrovia.ca.us) before 6:00 p.m. on the day of the meeting. Public comment may be summarized in the interest of time, however the full text will be provided to all members of the City Council prior to the meeting. If comments are specifically in support or opposition of an item, please clearly state so in the introduction.

Public input related to Public Hearings will be accepted by email to [cityclerk@ci.monrovia.ca.us](mailto:cityclerk@ci.monrovia.ca.us) prior to the close of the Public Hearing.

Pursuant to the Governor's Executive Order N-29-20, City Councilmembers may participate via teleconference.

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.foothillsmmedia.org](http://www.foothillsmmedia.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.

**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.



75<sup>th</sup> CITY COUNCIL

Tom Adams  
Mayor

Alexander C. Blackburn  
Mayor Pro Tem

Gloria Crudginton  
Councilmember

Becky A. Shevlin  
Councilmember

Larry J. Spicer  
Councilmember

Stephen R. Baker  
City Treasurer

Alice D. Atkins  
City Clerk

Dylan Feik  
City Manager

Craig A. Steele  
City Attorney



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 75<sup>th</sup>  
MONROVIA CITY COUNCIL  
City Council Chambers  
415 South Ivy Avenue  
Tuesday, December 1, 2020  
7:30 P.M.

**Pursuant to the Governor's Executive Order N-29-20,  
City Councilmembers may participate via teleconference.**

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	Police Chaplain Terrence Brown
PLEDGE OF ALLEGIANCE	Councilmember Larry J. Spicer
ROLL CALL	Councilmembers Gloria Crudginton, Becky A. Shevlin, Larry J. Spicer, Mayor Pro Tem Alexander C. Blackburn, and Mayor Tom Adams

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

STUDENT GOVERNMENT REPRESENTATIVE REPORT – Student Liaison Sophia Labio

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 November 17, 2020, Special and Regular Meetings of the Monrovia City Council](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt the Minutes of the November 17, 2020, Special and Regular Meetings
- CC-2 [Payroll No. 24 in the Net Amount of \\$699,237.64 and Warrant Registers dated November 19 and November 25, 2020, in the Total Amounts of \\$358,197.45 and \\$1,312,656.70, Respectively](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Approve Payroll No. 24 in the net amount of \$699,237.64 and Warrant Registers dated November 19 and November 25, 2020, in the total amounts of \$358,197.45 and \$1,312,656.70, respectively
- CC-3 [Destruction of Certain Departmental Records; Resolution No. 2020-83](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt Resolution No. 2020-83
- CC-4 [Amendment No. 1 to the Lease Agreement dated January 1, 2019, with the Boys and Girls Club of the Foothills for Use of the Mary Wilcox Youth Center for the Period Ending December 31, 2021](#)  
Staff Reference: Tina Cherry, Community Services Director  
Recommendation: Approve Amendment No. 1 to the Lease Agreement dated January 1, 2019 with Boys and Girls Club of the Foothills for the extended use of the Mary Wilcox Youth Center, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- CC-5 [Transfer Agreement No. 2020RPUSGR03 with the Los Angeles County Flood Control District Los Angeles Related to the Regional Safe Clean Water Program, and Agreement with Craftwater Engineering, Inc., for Project Design Services for the Encanto Park Stormwater Capture Project in an Amount not to Exceed \\$657,306.00](#)  
 Staff Reference: Alex Tachiki, Administrative Officer  
 Recommendation: Approve the Transfer Agreement No. 2020RPUSGR03 with the Los Angeles County Flood Control District Los Angeles Related to the Regional Safe Clean Water Program, the Agreement with Craftwater Engineering, Inc., for Project Design Services for the Encanto Park Stormwater Capture Project in an Amount not to Exceed \$657,306.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Safe Clean Water Program Project Application Review Process](#)  
 Staff Reference: Alex Tachiki, Administrative Officer  
 Recommendation: Approve the local Safe Clean Water Program Project Application Review Process
- CC-7 [Declaration of Intention to Form Community Facilities District No. 2020-02 \(TownePlace Suites\) to Fund Certain Public Services and Authorizing and Directing Certain Related Actions per the Mello-Roos Community Facilities Act of 1982, Resolution No. 2020-81](#)  
 Staff Reference: Lauren Vasquez, Assistant City Manager  
 Recommendation: Adopt Resolution No. 2020-81
- CC-8 [Agreement with S.N. Ward & Son \(Ward Service Auto Repair\) for Maintenance of Public Works Fleet Vehicles for the Period Ending December 1, 2023, in an Amount not to Exceed \\$217,500, with Two \(2\) One-Year Options to Extend](#)  
 Staff Reference: Sean Sullivan, Public Works Director  
 Recommendation: Approve an agreement with S.N. Ward & Son (Ward Service Auto Repair) for Public Works Fleet Vehicle Maintenance for the period ending December 1, 2023, in an amount not to exceed \$217,500, with two (2) one-year options to extend, 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.

Public comment will be accepted by email to [cityclerk@ci.monrovia.ca.us](mailto:cityclerk@ci.monrovia.ca.us) before 5:00 p.m. on November 17, 2020. During this 45-minute period, Public comment may be summarized in the interest of time, however the full text will be provided to all members of the City Council prior to the meeting. If comments are specifically in support or opposition of an item, please clearly state so in the introduction. 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.

#### PUBLIC HEARINGS/MEETINGS

- PH-1 [Appeal of Planning Commission Decision to Approve Two Variance Requests for Property Located at 946 Crescent Drive by Melkon Avakyan Appellant; Resolution Number 2020-78](#)  
 Staff Reference: Teresa Santilena, Associate Planner  
 Recommendation: Adopt Resolution No. 2020-78
- PH-2 [Historic Landmark HL-156 and Mills Act Contract MA-147 for Property Located at 353 Patterson Drive by Property Owner Tina Herzog; Resolution No. 2020-79](#)  
 Staff Reference: John Mayer, Senior Planner  
 Recommendation: Adopt Resolution No. 2020-79
- PH-3 [Historic Landmark HL-157 and Mills Act Contract MA-148 for Property Located at 363 Patterson Drive by Property Owners Vicki and Glen Mertes; Resolution No. 2020-80](#)  
 Staff Reference: John Mayer, Senior Planner  
 Recommendation: Adopt Resolution No. 2020-80

**REPORTS OF CITY MANAGER AND STAFF**

- RCM-1 City Council Directives Update  
Staff Reference: Dylan Feik, City Manager
- RCM-2 Metro L Line (formerly Gold Line) Signal Improvements  
Staff Reference: Sean Sullivan, Public Works Director
- RCM-3 Post-Bobcat Fire Mitigation Efforts  
Staff Reference: Sean Sullivan, Public Works Director

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

- RCC-1 Mayor Tom Adams  
(a) Report from Los Angeles County Tax Assessor Jeff Prang  
(b) [Appointment to fill the Unscheduled Vacancy on the Monrovia Old Town Advisory Board \(MOTAB\)](#)  
(c) Discussion of Alternatives to Los Angeles County Health Department
- RCC-2 Mayor Pro Tem Alexander C. Blackburn
- RCC-3 Councilmember Gloria Crudgington  
(a) Stormwater Update
- RCC-4 Councilmember Becky A. Shevlin
- RCC-5 Councilmember Larry J. Spicer

**ADMINISTRATIVE REPORTS**

- AR-1 [California Community Housing Agency \(CalCHA\) Joint Powers Authority Membership and Middle-Income Rental Housing Program Participation, Resolution No. 2020-82](#)  
Staff Reference: Dylan Feik, City Manager  
Recommendation: Adopt Resolution No. 2020-82

**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, December 1, 2020, 7:30 P.M.

**ADJOURNMENT****IN MEMORY OF**

Angel Duran, Father of Public Works Senior Administrative Assistant Julia Benavides

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 25th day of November, 2020.

---

Alice D. Atkins, MMC, City Clerk