

# MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

## 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.foothillsmedia.org/monrovia](http://www.foothillsmedia.org/monrovia)

Public comment will be accepted by the following means:

**By Email:** 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 the day of the meeting. Public comment exceeding 3 minutes 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.

**By Zoom:** To provide public comment from your computer, laptop, or smartphone, join with Zoom Meeting ID 834 6862 7676. Please note you will enter the meeting muted. To comment during the public comment portions of the agenda, click the Participants “raised hand” icon at the appropriate time indicated by the Mayor during the meeting, and you will be selected from the meeting queue. Please limit comments to three minutes.

**By Phone:** To provide public comment by telephone, Dial 1-669-900-9128, Meeting ID: 834 6862 7676. To prevent your phone number from being displayed during broadcast and streaming of the meeting, press \*67 prior to dialing the phone number above. To comment during the public comment portions of the agenda, press \*9 on your phone to “raised hand” at the appropriate time indicated by the Mayor during the meeting, and you will be selected from the meeting queue. Please limit comments to three minutes.

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

**MEETINGS:** Regular Meetings of the City Council are held on the first and third Tuesday of each month at 7:30 P.M. A full City Council agenda packet with all backup information is available at City Hall and on the City's website at [www.cityofmonrovia.org](http://www.cityofmonrovia.org). 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 participation 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.

**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.



**MONROVIA**

75<sup>th</sup> CITY COUNCIL

Tom Adams  
Mayor

Gloria Crudgington  
Mayor Pro Tem

Alexander C. Blackburn  
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, April 20, 2021  
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	Pastor Johnny Venegas
PLEDGE OF ALLEGIANCE	Mayor Pro Tem Gloria Crudginton
ROLL CALL	Councilmembers Alexander C. Blackburn, Becky A. Shevlin, Larry J. Spicer, Mayor Pro Tem Gloria Crudginton, and Mayor Tom Adams

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

- PR-1 [Proclaiming April 2021 as “Oral Cancer Awareness Month”](#)
- PR-2 [Proclaiming April 2021 as “DMV/Donate Life Month”](#)
- PR-3 [Proclaiming April 30, 2021, as “Arbor Day”](#)
- PR-4 [Proclaiming May 1-7, 2021, as “National Youth Week”](#)
- PR-5 Pasadena Humane Society Pet of the Month

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 April 6, 2021, Regular Meeting of the Monrovia City Council](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt the Minutes of the April 6, 2021, Regular Meeting of the Monrovia City Council
- CC-2 [Payroll No. 8 in the Net Amount of \\$687,203.39, and Warrant Registers dated April 8 and April 15, 2021, in the Total Amounts of \\$191,032.88 and \\$875,989.35, Respectively](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Approve Payroll No. 8 in the net amount of \$687,203.39, and Warrant Registers dated April 8 and April 15, 2021, in the total amounts of \$191,032.88 and \$875,989.35, respectively
- CC-3 [Amendment to Title 2, Chapters 2.08 and 2.20, of the Monrovia Municipal Code Changing the General Municipal Election Date to the Date of the Statewide Primary Election in Even-Numbered Years Beginning in 2022; Adoption of Ordinance No. 2021-04](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt Ordinance No. 2021-04

- CC-4 [Initiation of Proceedings for the Levy and Collection of Assessments and Ordering the Preparation of an Engineer's Report for Fiscal Year 2021-2022 for the Citywide Lighting and Landscaping Maintenance District and the Park Maintenance District; Resolution Nos. 2021-21 and 2021-22](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Adopt Resolution No. 2021-21 and Resolution No. 2021-22
- CC-5 [Agreement with RHA Landscape Architects for Professional Design Services Related to the Lucinda Garcia Park Renovation Project in an Amount not to Exceed \\$54,300.00](#)  
Staff Reference: Tina Cherry, Community Services Director  
Recommendation: Approve an agreement with RHA Landscape Architects for professional design services related to the Lucinda Garcia Park Renovation Project in an amount not to exceed \$54,300.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Agreement with Bellfree Contractors, Inc., for Restoration Repairs within Canyon Park in an Amount Not to Exceed \\$48,475.00](#)  
Staff Reference: Tina Cherry, Community Services Director  
Recommendation: Approve an agreement with Bellfree Contractors, Inc., to complete trail repairs within Canyon Park in an amount not to exceed \$48,475.00, appropriate the necessary funding in the Bobcat Fire Project Fund, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Memorandum of Understanding \(MOU\) between the City of Monrovia and the Southern California Council of Governments \(SCAG\) for Future Communities Pilot Program to Develop and Evaluate Bikeshare Strategies to Reduce VMTs in Monrovia](#)  
Staff Reference: Lauren Vasquez, Assistant City Manager  
Recommendation: Approve a Memorandum of Understanding with Southern California Council of Governments (SCAG) related to the Future Communities Pilot Program and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [Memorandum of Agreement between the City of Monrovia, Monrovia Unified School District, and Centre Stage, Inc., for the 2021 Monrovia Days Community Festival](#)  
Staff Reference: Tina Cherry, Community Services Director  
Recommendation: approve Memorandum of Understanding with Monrovia Unified School District and Centre Stage, Inc., related to the partnership terms for the 2021 Monrovia Days Community Program and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-9 [Los Angeles County Metropolitan Transportation Authority Funding Agreement for Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program](#)  
Staff Reference: Alex Tachiki, Administrative Officer  
Recommendation: approve the Los Angeles County Metropolitan Transportation Authority Funding Agreement for Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-10 [Appropriations Project Request Letter of Support for the Monrovia Public Safety Critical Communications Replacement Project](#)  
Staff Reference: Dylan Feik, City Manager  
Recommendation: Affirm a letter of support for the Monrovia Public Safety Critical Communications Replacement Project Appropriations Project Request and authorize the Mayor to sign on behalf of the City Council
- CC-11 [Proposed Positional Adjustments and Side Letter of Agreement](#)  
Staff Reference: Lauren Vasquez, Assistant City Manager  
Recommendation: approve the updated Authorized Personnel Allocations listing, the Classification & Compensation System update and Side Letters of Agreement

**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. By State law, the City Council may not discuss or vote on items not on the agenda.

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 the day of the meeting. To provide comments via computer, laptop, or smart phone, please see additional details on Page 1 of 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 – None****REPORTS OF CITY MANAGER AND STAFF****RCM-1 [City Council Directives Update](#)**

Staff Reference: Dylan Feik, City Manager

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

RCC-1 Mayor Tom Adams

RCC-2 Mayor Pro Tem Gloria Crudgington

RCC-3 Councilmember Alexander C. Blackburn

RCC-4 Councilmember Becky A. Shevlin

RCC-5 Councilmember Larry J. Spicer

(a) Update on 30-Day Public Comment Period for Monrovia to join LA County Workforce Development Board

**ADMINISTRATIVE REPORTS - None****AR-1 [Appropriation of Funds in an Amount Not to Exceed \\$112,600.00 for the Charging Station Pilot Project, Authorization to Purchase EV Chargers and Equipment from Webasto Charging Systems, Inc. in an amount not to exceed \\$13,000, and Award of Contract to Electric Service and Supply Co. for Installation of Twelve \(12\) EV Charging Stations in an Amount not to Exceed \\$69,500.00](#)**

Staff Reference: Christopher Castruita, Senior Management Analyst

Recommendation: Approve the EV Charging Station Pilot Project as described in the staff report, authorize an appropriation not to exceed \$112,600.00 from the AB 2766 Fund, authorize the purchase of twelve (12) EV chargers and equipment, award a contract to Electric Service and Supply Co. in an amount not to exceed \$69,500.00 for the installation of twelve (12) EV Charging Stations in City parking lots, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

**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, May 4, 2021, 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 15th day of April, 2021.

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Alice D. Atkins, MMC, City Clerk