

MONROVIA CITY COUNCIL AGENDA

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

Welcome to the Monrovia City Council Meeting
Tuesday, July 6, 2021, 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

Public comment will be accepted by the following means:

By Email: Public comment will be accepted by email to cityclerk@ci.monrovia.ca.us before 3:00 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 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 898 7139 0561. 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: 898 7139 0561. 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. 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. 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.



75th 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 75th
MONROVIA CITY COUNCIL
City Council Chambers
415 South Ivy Avenue
Tuesday, July 6, 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 Police Chaplain Terrence Brown
PLEDGE OF ALLEGIANCE Councilmembers Alexander C. Blackburn
ROLL CALL Councilmembers Alexander C. Blackburn, Becky A. Shevlin, Larry J. Spicer, Mayor Pro Tem Gloria Crudgington, and Mayor Tom Adams

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

- PR-1 Introduction of Newly Hired Monrovia Unified School District Superintendent Dr. Ryan Smith
- PR-2 Recognition of Outgoing Community Services Commissioner Nancy Matthews and Planning Commissioner Keshia Carter-Bowen
- PR-3 Recognition of Monrovia Renewal Citizen Advisory Committee Members Keshia Carter-Bowen, Daniel Pokrajac, Bill Shieff, and Janet Wall
- PR-4 [Proclaiming July 2021 as "Parks and Recreation Month"](#)

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 15, 2021, Special Joint Meeting of the Monrovia City Council and Monrovia Planning Commission and June 15, 2021, Regular Meeting of the Monrovia City Council](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Adopt the Minutes of the June 15, 2021, Special Joint Meeting and Regular Meeting
- CC-2 [Payroll No. 13 in the Net Amount of \\$ \\$770,283.19, and Warrant Registers dated June 17, June 24, and July 1, 2021, in the Total Amounts of \\$386,573.89, \\$ 1,148,243.60 and \\$246,815.84, Respectively](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Approve Payroll No. 13 net amount of \$770,283.19 and Warrant Registers dated June 17, June 24, and July 1, 2021, in the total amounts of \$386,573.89, \$ 1,148,243.60 and \$246,815.84, respectively
- CC-3 [Cancellation of the August 17, 2021, Regular City Council Meeting](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Cancel the regular City Council meeting of August 17, 2021

- CC-4 [Award of Contract for Publication of Legal Advertisements to Beacon Media, Inc., for the period ending June 30, 2022](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Award a contract to Beacon Media, Inc., for the period ending June 30, 2022, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Amendment to General Services Agreement dated February 20, 2018 with Lyft, Inc., Related to Lyft Pass](#)
Staff Reference: Lauren Vasquez, Assistant City Manager
Recommendation: Approve the amendment to the General Services Agreement dated February 20, 2018, with Lyft, Inc., and authorize the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Amendment to Memorandum of Understanding \(MOU\) No. M-001-20 between the City of Monrovia and the Southern California Council of Governments \(SCAG\) for Future Communities Pilot Program to Develop and Evaluate Bike Strategies to Reduce VMTs in Monrovia](#)
Staff Reference: Lauren Vasquez, Assistant City Manager
Recommendation: Approve the Amendment to the 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-7 [Updating the List of Authorized Officials for Investment of City Monies in the Local Agency Investment Fund \(LAIF\), Resolution No. 2021-46](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Adopt Resolution No. 2021-46
- CC-8 [Agreement with All City Management Services Related to Crossing Guard Services for the Period Ending June 30, 2024 in an Amount not to Exceed \\$146,247.00 per fiscal year](#)
Staff Reference: Alan Sanvictores, Police Chief
Recommendation: Approve the agreement with All City Management Services to provide school crossing guard services for the period ending June 30, 2024 and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-9 [Amendment No. 1 to the Consultant Services Agreement dated July 5, 2016, with Granicus, LLC, for Ongoing Annual Website Hosting and Maintenance for the Period Ending June 30, 2022](#)
Staff Reference: Lauren Vasquez, Assistant City Manager
Recommendation: Approve Amendment No. 1 to the Consultant Services Agreement dated July 5, 2016, with Granicus, LLC, for ongoing annual website hosting and maintenance services for 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-10 [Amendment No. 1 to the Agreement with Mountainside Communion – A Church of the Nazarene Dated August 4, 2020, for the Administration of the Emergency COVID Housing Impact Program Funds for the Period Ending June 30, 2022](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve Amendment No. 1 to the Agreement with Mountainside Communion – A Church of the Nazarene dated August 4, 2020, for the administration of the Emergency COVID Housing Impact Program in an amount not to exceed \$25,000.00 for the period ending June 30, 2022, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-11 [Final Tract Map No. 82659 for Property Located at 425 West Duarte Road; Justin P.J. Kao, Applicant](#)
Staff Reference: Craig Jimenez, Community Development Director
Recommendation: Approve Final Tract Map No. 82659 and authorize the Staff to execute the Subdivision Agreement, accept performance and labor and material bonds, sign the Final Tract Map,

and release the map for recordation

- CC-12 [Official Police Tow Service Agreement with Foothill Towing for the Period Ending June 30, 2024, with the Option of Two \(2\) One-Year Extensions, with Performance Review at the End of Every Operating Year](#)
Staff Reference: Alan Sanvictores, Police Chief
Recommendation: Approve the Official Police Towing Service Agreement with Foothill Towing for the period ending June 30, 2024, 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
- CC-13 [Amendment No. 3 to the Amended and Restated Street Sweeping Services Agreement dated July 1, 2011, with Arakelian Enterprises, Inc., DBA Athens Services](#)
Staff Reference: Alex Tachiki, Public Works Deputy Director
Recommendation: Approve Amendment No. 3 to the Amended and Restated Street Sweeping Services Agreement dated July 1, 2011, with Arakelian Enterprises, Inc., DBA Athens Services, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-14 [Award of Contract to E.C. Construction Company for the Huntington Drive Entry Monument Project, Project #C-3102, and Appropriation of an Additional \\$128,000.00 from Art in Public Places Fund](#)
Staff Reference: Alex Tachiki, Public Works Deputy Director
Recommendation: Appropriate an additional \$128,000.00 from the Art in Public Places Fund, award a contract to E.C. Construction Company for the City of Monrovia Entry Monuments Project, Project #C-3102, in an amount not to exceed \$159,505, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-15 [Agreement with Air-Tro, Inc., for the Maintenance and Emergency Repairs of Heating, Ventilation, and Air Conditioning \(HVAC\) Systems at City Facilities for the Period Ending June 30, 2024, in an Amount not to Exceed \\$325,000](#)
Staff Reference: Alex Tachiki, Public Works Deputy Director
Recommendation: Approve a Consultant Services Agreement with Air-Tro, Inc., for the Maintenance and Emergency Repairs of Heating, Ventilation, and Air Conditioning (HVAC) Systems at City facilities June 30, 2024, in an amount not to exceed \$325,000, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-16 [Acceptance of Work, Notice of Completion, and Release of Retention Funds to Palp, Inc., DBA Excel Paving Company, Related to the Monrovia Renewal Northeast Section Infrastructure Improvements Project, Project No. MR-013](#)
Staff Reference: Alex Tachiki, Public Works Deputy Director
Recommendation: Accept the work of Palp, Inc. DBA Excel Paving Company, for the Monrovia Renewal Northeast Section Infrastructure Improvements Project, Project No. MR-013, authorize the City Clerk to file the Notice of Completion, and direct staff to release all retained funds in accordance with the contract provisions
- CC-17 [Determination of Public Convenience and Necessity to Allow the Sale of Wine and Distilled Spirits for Off-Site Consumption at 320 West Chestnut Avenue for Wine of the Month Club](#)
Staff Reference: Craig Jimenez, Community Development Director
Recommendation: Approve a finding of Public Convenience and Necessity for 320 West Chestnut Avenue, Wine of the Month Club
- CC-18 [Proposed Position Modifications and updated Authorized Personnel Allocations listing, Classification & Compensation System overview, and Side Letter of Agreement with Monrovia Municipal Employee Association](#)
Staff Reference: Lauren Vasquez, Assistant City Manager
Recommendation: Approve the updated Authorized Personnel Allocations listing, the Classification & Compensation System overview, and Side Letter of Agreement

- CC-19 [Destruction of Certain Departmental Records; Resolution No. 2021-45](#)
 Staff Reference: Alice Atkins, City Clerk
 Recommendation: Adopt Resolution No. 2021-45
- CC-20 [Amendment No. 1 to Parking Lease Agreement with Monrovia United Methodist Church, Inc., for the Period Ending June 30, 2024](#)
 Staff Reference: Lauren Vasquez, Assistant City Manager
 Recommendation: Approve the Amendment to Parking Lease Agreement with Monrovia United Methodist Church, Inc., for the period ending June 30, 2024, and authorize the City Manager or his designee 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 [Chick-fil-A and Starbucks Drive-thru Restaurants, Zoning Text Amendment ZA2021-0001, Tentative Parcel Map 83202, Conditional Use Permits CUP2021-0006 through CUP2021-0011, Mitigated Negative Declaration \(State Clearinghouse No. 2021040773\) Located at 820 West Huntington Drive 820 West Huntington Drive \(APNs: 8507-008-035, -041, -042, -044, and -070 through -072\) by 4G Development and Consulting, Inc. \(Brooke Reimer\), Resolution Nos. 2021-36, 2021-37, and Introduction of Ordinance No. 2021-05](#)
 Staff Reference: Sheri Bermejo, Planning Division Manager
 Recommendation: Adopt Resolution Nos. 2021-36 and 2021-37, and introduce, waive further reading, and read by title only Ordinance No. 2021-05
- PH-2 [Adoption of an Addendum to the 2015 Urban Water Management Plan and adoption of the 2020 Urban Water Management Plan, Resolution Nos. 2021-47 and 2021-48](#)
 Staff Reference: Christopher Castruita, Senior Management Analyst
 Recommendation: Adopt Resolution Nos. 2021-47 and 2021-48

REPORTS OF CITY MANAGER AND STAFF

- RCM-1 [City Council Directives Update](#)
 Staff Reference: Dylan Feik, City Manager
- RCM-1 COVID-19 Update and Review of Emergency Order
 Staff Reference: Dylan Feik, City Manager
- RCM-1 Update on Friday Night Street Fair
 Staff Reference: Tina Cherry, Community Services Director
- RCM-1 GoMonrovia Rebranding and Biking for Bucks
 Staff Reference: Angela Cho, Senior Management Analyst

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

ADMINISTRATIVE REPORTS - None

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 20, 2021, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT

IN MEMORY OF

Richard Lee Tuszynski, Father of Youth Services Librarian Josh Tuszynski

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 1st day of July, 2021.

Alice D. Atkins, MMC, City Clerk