



CITY OF MONROVIA  
OFFICE OF THE CITY CLERK  
M E M O R A N D U M

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TO: MAYOR AND CITY COUNCIL  
FROM: ALICE D. ATKINS, MMC, CITY CLERK  
DATE: JULY 6, 2021  
SUBJECT: JULY 6, 2021 – REGULAR MEETING

Below are changes and updates related to tonight's meeting agenda.

**PRESENTATIONS & PROCLAMATIONS**

**PR-5 *Proclaiming July 2021 as "Plastic Free July"***

Please include the above presentation

**CONSENT CALENDAR**

**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***

Attached are the Draft Minutes related to item CC-1.

# PROCLAMATION

## City of Monrovia

WHEREAS, Americans represent 4.2 percent of the world's population, but generate 12% of the world's refuse, discarding about 35.7 million tons of plastic each year, but only recycling 8.7 percent of it; and

WHEREAS, Plastic may take thousands of years to fully break down, and can leak pollutants into our water and soil; and

WHEREAS, 236,000 tons of microplastics end up in waterways and oceans where they are introduced to the food chain and can attract and retain toxic chemicals and pesticides that accumulate in our food; and

WHEREAS, Toxic plastic additives have been shown to migrate from containers and plastic wrap into our food; and

WHEREAS, 80% of marine debris comes from land-based sources and it is project by 2050 there will be more tons of plastic than fish in the oceans of the world; and

WHEREAS, Plastic Free July encourages participants to "Choose to Refuse" plastic packaging and reduce single use disposable plastics, reuse plastics where possible, and recycle what cannot be reused; and

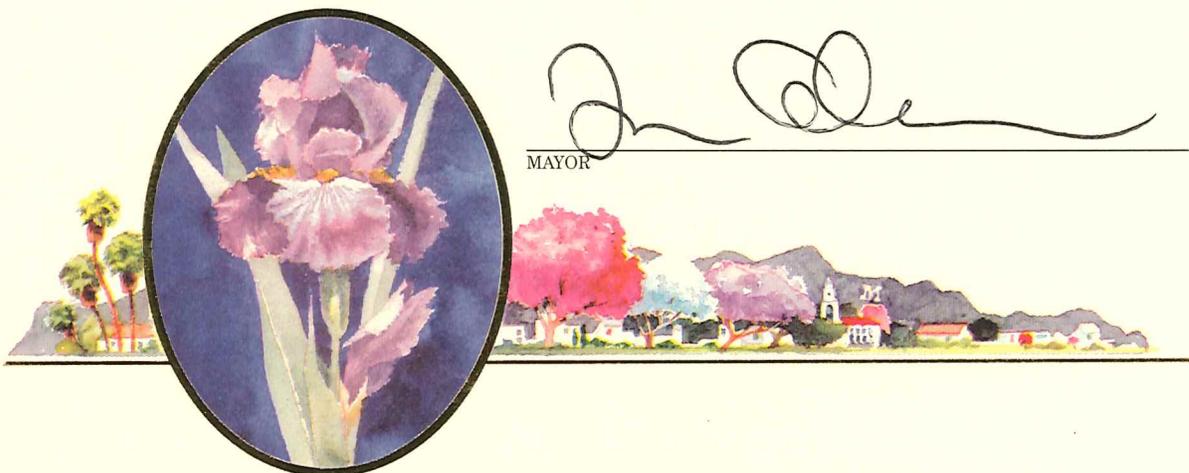
WHEREAS, Limiting plastic consumption conveys the importance of shifting towards the use of renewable resources and green living;

NOW, THEREFORE, I, Tom Adams, Mayor of the City of Monrovia, along with the entire City Council, do hereby proclaim July 2021, as

### "Plastic Free July"

in Monrovia and encourage the community to raise awareness of the problems with single-use disposable plastic, and accept the challenge by logging on [www.plasticfreejuly.org](http://www.plasticfreejuly.org).

~ Dated this 6th day of July, 2021 ~



**MINUTES OF THE SPECIAL JOINT MEETING OF THE  
MONROVIA CITY COUNCIL  
AND THE MONROVIA PLANNING COMMISSION  
HELD TUESDAY, JUNE 15, 2021, 5:00 P.M.**

In accordance with Executive Order N-29-20 and guidance from the California Department of Public Health on gatherings, members of the public were encouraged to participate in the meeting remotely by viewing on the KGEM channel through their local cable provider, online at [www.foothillsmedia.org](http://www.foothillsmedia.org), or by joining through Zoom videoconferencing/teleconferencing.

**STUDY SESSION:** Mayor Tom Adams convened the Special Joint Meeting of the Monrovia City Council and the Monrovia Planning Commission of Tuesday, June 15, 2021, at 5:15 p.m. In attendance were City Manager Dylan Feik, Assistant City Manager Lauren Vasquez, Community Development Director Craig Jimenez, and Planning Division Manager Sheri Bermejo. City Attorney Craig Steele and City Clerk Alice D. Atkins participated via videoconference.

**ROLL CALL:** In attendance were Councilmembers Alexander C. Blackburn, Becky A. Shevlin, Larry J. Spicer, Mayor Pro Tem Gloria Crudginton, Mayor Tom Adams, Planning Commissioners Cheryl Rose, Gary Schaeffler, Bill Shieff, Michael Vachani, and Vice Chair Scott Austin. Commissioner Darrel Brooke and Chair Keshia Carter-Bowen were excused.

**DISCUSSION:** Community Development Director Craig Jimenez, Planning Division Manager Sheri Bermejo, and Consultant Lisa Brown provided a review of goals, policies and programs of the Draft 6th Cycle Housing Element of the Monrovia General Plan

**PUBLIC INPUT:** Written comments received prior to 3 p.m. were distributed to the City Council and Planning Commission.

1. Carol Daley, Monrovia (via Zoom)

**It was moved by Councilmember Spicer, seconded by Councilmember Shevlin, to authorize Staff to move forward on the Draft Housing Plan, submit the Draft Plan to the HCD, and begin an Inclusionary Housing Study.** The motion carried unanimously by rollcall vote.

Mayor Adams adjourned the meeting at 6:00 p.m.

ATTEST:

APPROVED:

\_\_\_\_\_  
Tom Adams, Mayor

\_\_\_\_\_  
Alice D. Atkins, MMC, City Clerk

**MINUTES OF THE REGULAR MEETING OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, JUNE 15, 2021, 7:30 P.M.**

In accordance with Executive Order N-29-20 and guidance from the California Department of Public Health on gatherings, members of the public were encouraged to participate in the meeting remotely by viewing on the KGEM channel through their local cable provider or online at [www.foothillsmedia.org](http://www.foothillsmedia.org).

**CONVENE:** Mayor Adams convened the Regular Meeting of the Monrovia City Council on Tuesday, June 15, 2021, at 7:31 p.m. In attendance were City Manager Dylan Feik, Assistant City Manager Lauren Vasquez and City Clerk Alice D. Atkins. City Attorney Craig A. Steele participated via videoconference.

**INVOCATION:**

**PLEDGE OF ALLEGIANCE:** Mayor Pro Tem Gloria Crudgington led the pledge of allegiance.

**ROLL CALL:** In attendance were Councilmembers Alexander C. Blackburn, Becky A. Shevlin, Larry J. Spicer, Mayor Pro Tem Gloria Crudgington, and Mayor Tom Adams. All members participated via videoconference pursuant to the Governor's Executive Order N-29-20.

**REPORT OF CLOSED SESSION:** None

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Recognition of U.S. Air Force 2nd Lieutenant Lawrence Spicer:** The Mayor and City Council, as well as Julissa Zepeda on behalf of Assemblywoman Blanca Rubio, congratulated 2<sup>nd</sup> Lt. Spicer on his completion of the U.S. Air Force Academy graduation.

**PR-2 Proclaiming June 19, 2021, as "Juneteenth National Freedom Day":** The Mayor and City Council presented a proclamation to Dr. Tamala Kelly on behalf of Black Lives Matter Monrovia.

**PR-3 Proclaiming June 20 – June 26, 2021 as "National Mosquito Control Awareness Week":** With the help of Ada the Aedes Mosquito, Assistant City Manager Lauren Vasquez provided and highlights from the San Gabriel Valley Mosquito and Vector Control District.

**PR-4 Pasadena Humane Pet of the Month:** Assistant City Manager Lauren Vasquez introduced Pasadena Humane representative Michele Holbrooke who provided a brief update on adoptions available through Pasadena Humane.

**STUDENT GOVERNMENT REPRESENTATIVE:** To resume in September

**ORDER OF BUSINESS:** Mayor Adams moved the item RCC-4(a) to precede the Consent Calendar:

**RCC-4 Councilmember Becky A. Shevlin**

(a) San Gabriel Valley Regional Housing Trust Update; Councilmember Shevlin provided an overview of the SGVRHT and proposed projects.

**CONSENT CALENDAR:** Councilmember Blackburn stated a conflict of interest due to representing a former employee of Community Media of the Foothills in a lawsuit against them and abstained from voting on Item CC-7. **It was moved by Councilmember Shevlin, seconded by Councilmember Spicer, to approve the consent calendar.** The motion carried unanimously by roll call vote, with Councilmember Blackburn's abstention from Item CC-7, as noted above. The consent calendar consisted of the following items:

**CC-1 Unadopted Minutes of the June 1, 2021, Special and Regular Meetings of the Monrovia City Council:** The City Council adopted the Minutes of the June 1, 2021, Special and Regular Meetings of the Monrovia City Council.

**CC-2 Payroll No. 12 in the Net Amount of \$657,765.49, and Warrant Registers dated June 3 and June 10, 2021, in the Total Amounts of \$148,179.33 and \$480,373.23, Respectively:** The City Council approved Payroll No. 12 in the net amount of \$657,765.49, and Warrant Registers dated June 3 and June 10, 2021, in the total amounts of \$148,179.33 and \$480,373.23, respectively.

**CC-3 2021-2022 Gann Appropriations Limit, Resolution No. 2021-43:** The City Council adopted Resolution No. 2021-43.

**CC-4 Reaffirming the Annual Levy Amount and Tax Rate for the Direct Assessment Parcel Taxes, the Tax Override Ad Valorem Tax, and the Community Facilities District (CFD) Special Tax for the 2021-2022 Fiscal Year; Resolution Nos. 2021-33 and 2021-39:** The City Council adopted Resolution Nos. 2021-33 and 2021-39.

**CC-5 Fiscal Year 2021-2022 List of Projects Funded By Senate Bill 1, The Road Repair and Accountability Act of 2017; Resolution No. 2021-34:** The City Council adopted Resolution No. 2021-34.

**CC-6 Allocation of City's Permanent Local Housing Allocation Year 2 Funds in the Amount of \$200,496 to the San Gabriel Regional Housing Trust; Resolution No. 2021-38:** The City Council adopted Resolution No. 2021-38 and authorized the City Manager to execute the necessary documents.

**CC-7 Extension and First Amendment of the Lease and Operating Agreement dated July 1, 2018, with Community Media of the Foothills for the Period Ending June 30, 2022:** The City Council adopted the Extension and First Amendment of the Lease and Operating Agreement dated July 1, 2018, with Community Media of the Foothills for the period ending June 30, 2022, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney. Councilmember Blackburn abstained due to a conflict of interest, as stated above.

**CC-8 Review and Termination of the Local Emergency Proclaimed by the Emergency Services Director on September 10, 2020; Resolution 2021-44:** The City Council adopted Resolution No. 2021-44.

**CC-9 Amendment No. 1 to the Memorandum of Agreement with San Gabriel Valley Council of Governments dated August 27, 2020, Related to City Homeless Program Funding:** The City Council approved Amendment No. 1 to the Memorandum of Agreement with San Gabriel Valley Council of Governments dated August 27, 2020, Related to City Homeless Program Funding and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-10 Agreement with Empire Transportation Services, Inc., for Provision of ADA Transportation Service for the Period Ending June 30, 2022:** The City Council approved an agreement with Empire Transportation Services, Inc., for provision of ADA transportation services for the period ending June 30, 2022, and authorized the City Manager to execute the necessary agreements in a form approved by the City Attorney.

**CC-11 Consultant Services Agreements with G.M. Sager Construction Co., Inc. and WS Pave Inc., for On-Call Asphalt and Concrete Repair Services for the Period Ending June 30, 2022:** The City Council approved a Consultant Services Agreements with G.M. Sager Construction Co., Inc., and WS Pave, Inc., for on-call asphalt and concrete repair services for the period ending in June 30, 2022, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-12 Consultant Services Agreements with Doty Brothers Construction Company, Brkich Construction Corporation, and Perry C. Thomas Construction, Inc., Related to On-Call Water and Utility Maintenance and Operations Support for the Period Ending June 30, 2022:** The City Council approved the Consultant Services Agreements with Doty Brothers Construction Company, Brkich Construction Corporation, and Perry C. Thomas Construction, Inc., for on-call water and utility maintenance and operations support for the period ending June 30, 2022, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-13 Agreement with West Coast Arborists, Inc., for Tree Maintenance Services for the Period Ending June 30, 2022, with Three (3) One-Year Options to Extend at the City's discretion:** The City Council approved an agreement with West Coast Arborists, Inc., for tree maintenance services for the period ending June 30, 2022, in an Amount Not to Exceed \$340,600.00 for the initial one-year term, with three (3) one-year options to extend, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-14 Proposition 68 Subrecipient Grant Agreement with the San Gabriel Water Quality Authority for an Award of up to \$6,668,000.00:** The City Council approved the Proposition 68 Subrecipient Grant Agreement with the San Gabriel Water Quality Authority and authorize the City Manager to execute the necessary

documents in a form approved by the City Attorney.

#### **PUBLIC INPUT:**

Public comment was accepted by email to City Clerk Atkins prior to 5:00 p.m. on the day of the meeting, and read aloud. The full text of comments were provided to all members of the City Council and posted to the City website. In addition, members of the public participated via Zoom video/teleconference.

1. Raymond Aguirre, Monrovia (via zoom)
2. Gayle Montgomery, Monrovia (via zoom)
3. Susana Aguirre, Monrovia (via zoom)
4. Lynn Lewis, Monrovia (via email)
5. Jason Willoughby, Monrovia (via email)
6. Melissa Taylor, Monrovia (via email)
7. Phil Cannon, Monrovia (via email)

#### **PUBLIC HEARINGS / MEETINGS:**

##### **PH-1 Confirming the Levy and Collection of Assessments for the Fiscal Year 2021-2022 Citywide Lighting and Landscaping Maintenance District; Resolution No. 2021-31**

Rae Bowman, Deputy Administrative Services Director, reviewed the Agenda Report and answered questions of the City Council.

Mayor Adams opened and closed the Public Hearing, as there were no comments received and no one present who wished to speak on the item.

**It was moved by Councilmember Shevlin, seconded by Councilmember Blackburn, to adopt Resolution No. 2021-31.** The motion carried unanimously by roll call vote.

##### **PH-2 Confirming the Levy and Collection of Assessments for the Fiscal Year 2021-2022 Park Maintenance District, Resolution No. 2021-32**

Rae Bowman, Deputy Administrative Services Director, reviewed the Agenda Report and answered questions of the City Council.

Mayor Adams opened and closed the Public Hearing, as there were no comments received and no one present who wished to speak on the item.

**It was moved by Councilmember Spicer, seconded by Councilmember Blackburn, to adopt Resolution No. 2021-32.** The motion carried unanimously by roll call vote.

#### **REPORTS OF CITY MANAGER AND STAFF:**

**RCM-1 City Council Directives Update:** City Manager Feik reviewed the City Council Directives, as well as upcoming initiatives.

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

##### **RCC-1 Mayor Tom Adams**

(a) Appointments to Boards and Commissions for Terms Beginning July 1, 2021: Mayor Adams reappointed Darrell Brooke and appointed Aaron Stehura to the Planning Commission, reappointed Vicky Hanson, Mark Houston, and Marianne Lee to the Historic Preservation Commission, and reappointed Fernando Villegas and appointed Blane Shepard to the Community Services Commission, for three-year terms ending June 30, 2024; and the reappointed Kristin Miller and Diane Balsamo and appointed Shawn Spencer and Dan Wahl to the Monrovia Old Town Advisory Board (MOTAB) for two-year terms ending June 30, 2023.

##### **RCC-2 Mayor Pro Tem Gloria Crudgington**

(a) Meetings with Mayor Pro Tem Crudgington, staff, Los Angeles County District Attorney's Office staff, and Los Angeles County Deputy District Attorneys' Association, and ongoing discussions regarding District Attorney Gascon's Directives

**RCC-3 Councilmember Alexander C. Blackburn**

(a) Meetings with Mayor Pro Tem Crudgington, staff, Los Angeles County District Attorney's Office staff, and Los Angeles County Deputy District Attorneys' Association, and ongoing discussions regarding District Attorney Gascon's Directives

**RCC-4 Councilmember Becky A. Shevlin**

- (a) San Gabriel Valley Regional Housing Trust Update: Heard out of order preceding Consent Calendar
- (b) San Gabriel Valley Council of Governments; AB 61 (Gabriel) Business Pandemic Relief (Support), AB 314 (Weiner) Bar and Restaurant Recovery Act (Support); AB 1021 (Ting) Solid Waste / Labeling of Biodegradable Products (Support): **It was moved by Mayor Pro Tem Crudgington, seconded by Councilmember Spicer, to vote in support of the legislation to be considered at upcoming SGVCOG meeting.** The motion carried unanimously by roll call vote
- (c) Monrovia Today Newsletter and Activity Guide
- (d) Upcoming community events

**RCC-5 Councilmember Larry J. Spicer** had no report.

**ADMINISTRATIVE REPORTS:****AR-1 Discussion and Possible Direction to Staff Regarding the Concept of an Elected Mayor as Opposed to a More Conventional Annual Rotating Choice of a Mayor from Among the Members of the City Council:**

City Attorney Steele reviewed the Agenda Report and answered questions of the City Council.

Public Input:

1. Raymond Aguirre, Monrovia, in support of directly elected mayor (via Zoom)
2. Jason Willoughby, Monrovia, in support of rotating mayor (via Zoom)
3. Melissa Taylor, Monrovia (via email)

Following discussion, **it was moved by Councilmember Shevlin, seconded by Mayor Pro Tem Crudgington, to proceed with putting the item of rotating Mayor on the June 2022 ballot and direct staff to prepare a ballot measure and bring it back to the City Council for discussion and action when other actions related to the election are considered.** Following additional discussion, the motion carried unanimously by roll call vote.

**AR-2 Fiscal Year 2021-2023 Budget, Resolution No. 2021-40; Fiscal Year 2021-2022 Schedule of Fees and Charges, Resolution No. 2021-41; Unfunded Accrued Liability and Other Post Employment Benefit Funding Policy, Resolution No. 2021-42; and Fiscal Year 2021-2023 Authorized Position Listing:**

City Manager Feik reviewed the Agenda Report and answered questions of the City Council.

Following discussion, **it was moved by Mayor Pro Tem Crudgington, seconded by Councilmember Spicer, to adopt Resolution No. 2021-40, including the 7 items highlighted to be funded by Measure K allocations, direct Staff to get more input from residents regarding community priorities for Measure K funds, adopt Resolution Nos. 2021-41 and 2021-42, and approve the Fiscal Year 2021-2023 Authorized Position Listing.**

Public Input:

1. Raymond Aguirre, Monrovia

Following additional discussion, the motion carried unanimously by roll call vote.

**PUBLIC INPUT, CONTINUED, IF NEEDED:** None

**ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED:** Above

**SCHEDULED MEETINGS:** The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, July 6, 2021, 7:30 P.M.

**ADJOURNMENT:** At 10:42 p.m. Mayor Adams adjourned the meeting.

ATTEST:

APPROVED:

\_\_\_\_\_  
Tom Adams, Mayor

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Alice D. Atkins, MMC, City Clerk