

MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting

Tuesday, September 7, 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.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 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 Meeting ID 817 9431 7435. 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: 817 9431 7435. 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.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.



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, September 7, 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 Mayor Pro Tem Gloria Crudgington
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 [Proclaiming September 15 - October 15, 2021, as “Hispanic Heritage Month”](#)

PR-2 [Proclaiming September 2021 as “National Suicide Prevention Month”](#)

STUDENT GOVERNMENT REPRESENTATIVE REPORT – Student Liaison Yadira Alvarez

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 August 3, 2021, Special and Regular Meetings of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the August 3, 2021, Special and Regular Meetings

CC-2 [Payroll Nos. 16, 17, and 18 in the Net Amounts of \\$760,044.29, \\$769,180.32, and \\$722,476.89, Respectively, and Warrant Registers dated August 5, August 12, August 19, August 26 and September 2, 2021, in the Total Amounts of \\$338,350.42, \\$678,305.50, \\$372,300.79, \\$808,124.57, and \\$425,747.23, Respectively](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll Nos. 16, 17, and 18 in the net amounts of \$760,044.29, \$769,180.32, and \$722,476.89, respectively, and Warrant Registers dated August 5, August 12, August 19, August 26, and September 2, 2021, in the total amounts of \$338,350.42, \$678,305.50, \$372,300.79, \$808,124.57, and \$425,747.23, respectively

CC-3 [Amendment to Section 17.16.050 of Title 17 \(ZONING\) of the Monrovia Municipal Code Relating to Additional Regulations for the West Huntington Drive Corridor, Adoption of Ordinance No. 2021-05](#)

Staff Reference: Craig Jimenez, Community Development Director

Recommendation: Adopt Ordinance No. 2021-05

- CC-4 [Designation of Voting Delegate for the League of California Cities Annual Business Meeting and Review of 2021 Annual Conference Resolutions](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Designate Councilmember Shevlin as the Voting Delegate for the League of California Cities Annual Business Meeting and support the proposed resolutions and bylaw amendments
- CC-5 [Determination of Public Convenience and Necessity to Allow the Sale of Beer, Wine and Distilled Spirits for Off-Site Consumption at 458 East Duarte Road for New Country Store, Hazem Alchadayda, Applicant](#)
Staff Reference: Craig Jimenez, Community Development Director
Recommendation: Approve a finding of Public Convenience and Necessity for 458 East Duarte Road, New Country Store
- CC-6 [Final Tract Map No. 83265 for Property Located at 900 South Magnolia Avenue; Eric Tsang, Architect, and Hank Jong, Civil Engineer, Applicants](#)
Staff Reference: Craig Jimenez, Community Development Director
Recommendation: Approve Final Tract Map No. 83265
- CC-7 [Final Tract Map No. 83341 for Property Located at 511-517 East Walnut Avenue; Todd Bowden, Bowden Development Inc., Applicant](#)
Staff Reference: Craig Jimenez, Community Development Director
Recommendation: Approve Final Tract Map No. 83341
- CC-8 [Amendment No. 1 to the Contractor Services Agreement with David Proctor DBA I 800 Pro Fence in an Amount Not to Exceed \\$1,647.00 to Add an Additional Sixty-one \(61\) Linear Feet of Fencing for the Canyon Park Fence Replacement for a Total Amount Not to Exceed \\$31,772.00](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve Amendment No. 1 to the agreement with David Proctor DBA I 800 Pro Fence in an amount not to exceed \$1,647.00 to add an additional sixty-one (61) linear feet of fencing for the Canyon Park Fence Replacement for a total amount not to exceed \$31,772.00, appropriate the necessary funding from the Bobcat Fire Project Fund, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-9 [Purchase of a Self-Service Holds Locker from D-Tech for Installation in Recreation Park in an Amount not to Exceed \\$47,565.00 Utilizing Grant Funds from the Library Services and Technology Act Grant](#)
Staff Reference: Carey Vance, Library Manager
Recommendation: Approve the purchase of a self-service holds locker from D-Tech for installation at Recreation Park in an amount not to exceed \$47,565.00 with grant funds from the Library Services and Technology Act Grant and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-10 [Amendment to Administrative Policy No. 1.01 Related to Facility and Street Naming](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve an amendment to Administrative Policy No. 1.01 related to Facility and Street Naming and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-11 [Recognition of Pamela Fitzpatrick in Honor of Her Substantial Contributions to the Community](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve recognition of Pamela Fitzpatrick for her years of service and authorize staff to install a City Council Chambers Seat recognition plaque with the appropriate recognition

- CC-12 [Agreement with Undisclosable, Inc., in an Amount Not to Exceed \\$52,000.00 to Complete a Feasibility / Concept Design Study Related to the Existing Monrovia Community Center, with a Contingency in an Amount Not to Exceed \\$3,120.00 for Reimbursable Expenses](#)
 Staff Reference: Tina Cherry, Community Services Director
 Recommendation: Approve the approve the Consultant Services Agreement with Undisclosable, Inc., in an amount not to exceed \$52,000.00 to complete a Feasibility / Concept Design Study related to the existing Monrovia Community Center, with a contingency in an amount not to exceed \$3,120.00 for reimbursable expenses, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-13 [Agreement with Undisclosable, Inc., for Architectural Design Services Related to the Proposed Monrovia Public Library Enhancement Project in an Amount Not to Exceed \\$112,900.00, with a Contingency in an Amount Not to Exceed \\$6,775.00 for Reimbursable Expenses](#)
 Staff Reference: Tina Cherry, Community Services Director
 Recommendation: Approve the Consultant Services Agreement with Undisclosable, Inc., in and amount not to exceed \$112,900.00 for architectural design services related to the Monrovia Public Library Enhancement Projects, with a contingency in an amount not to exceed \$6,775.00 for reimbursable expenses, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-14 [Award of Contract to Vido Samarzich, Inc., for the Safe Routes to School Project, Project #C-3108, in an Amount not to Exceed 355,929.00](#)
 Staff Reference: Alex Tachiki, Public Works Deputy Director
 Recommendation: Award a contract to Vido Samarzich, Inc., for the Safe Routes to School Project, Project #C-3108, in an amount not to exceed \$355,929.00, reject all other bids, 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 before 3:00 p.m. on the day of the meeting. 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 – None

REPORTS OF CITY MANAGER AND STAFF

- RCM-1 [City Council Directives Update](#)
 Staff Reference: Dylan Feik, City Manager
- RCM-2 [Summary of SB 1383 \(Organics Recycling\) Requirements](#)
 Staff Reference: Samuel Sasu and Jeffrey Taylor, California Department of Resources Recycling and Recovery (CalRecycle)
- RCM-3 [City Council Subcommittee's Meetings with the Association of Deputy District Attorneys, and Los Angeles County District Attorney and his Staff](#)
 Staff Reference: Dylan Feik, City Manager
- RCM-4 [Water Conservation Update](#)
 Staff Reference: Alex Tachiki, Public Works Deputy Director
- RCM-5 [Re-Opening of Canyon Park](#)
 Staff Reference: Tina Cherry, Community Services Director

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

- AR-1 [Vote of “No Confidence” in Los Angeles County District Attorney George Gascón, Resolution No. 2021-51](#)
Staff Reference: Dylan Feik, City Manager
Recommendation: Pleasure of the City Council
- AR-2 [Repeal of the Emergency Moratorium on the Eviction of Commercial Tenants for Non-Payment of Rent Due to Covid-19 Financial Hardships and “No-Fault” Commercial Elections, Adoption of Urgency Ordinance No. 2021-08U](#)
Staff Reference: Craig Steele, City Attorney
Recommendation: Adopt Urgency Ordinance No. 2021-08U

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, September 21, 2021, 7:30 P.M.

ADJOURNMENT

IN MEMORY OF

Roy Chang, Member of Monrovia Association of Fine Arts

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 2nd day of September, 2021.

Alice D. Atkins, MMC, City Clerk