

# MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting

Tuesday, January 18, 2022, 7:30 P.M.



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*

## CORONAVIRUS DISEASE (COVID-19) ADVISORY

As a precaution to protect staff, our constituents, and elected officials, in accordance with Government Code Section 54953(e) and guidance from the California and Department of Public Health, Los Angeles County Health Department, and Occupational Safety and Health Administration, the City Council has made the determination that 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 3:00 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 and made available on the City's website prior to the meeting. 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 OR BY PHONE - Meeting ID 826 0476 2691:** To participate from your computer, laptop, or smartphone, join at <https://zoom.us/join>, or call 1-669-900-9128 on your phone. Please remain muted with video off until called upon.

To comment during the public comment portions of the agenda, click the Participants "raise hand" icon or press \*9 on your phone 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 Government Code Section 54953(e), 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.



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 74<sup>th</sup>  
MONROVIA CITY COUNCIL  
City Council Chambers  
415 South Ivy Avenue  
Tuesday, January 18, 2022  
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
IN HONOR OF	Julian Thaddeus Harris, Born December 28, 2022, to Parents Will and Lisa, and Sister Olivia Harris
INVOCATION	Pastor Brandan Spencer
PLEDGE OF ALLEGIANCE	Councilmember Larry J. Spicer
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 **Pasadena Humane Pet of the Month**  
Staff Reference: Michelle Holbrook, Pasadena Humane

STUDENT GOVERNMENT REPRESENTATIVE REPORT – Student Liaison Angelina Hamilton

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 December 21, 2021, Special and Regular Meetings of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the December 21, 2021, Special and Regular Meetings of the Monrovia City Council

CC-2 [Payroll Nos. 26 and 1 in the Net Amounts of \\$ 711,027.37 and \\$791,958.94, Respectively, and Warrant Registers dated December 23 and December 30, 2021, and January 6 and 13, 2022, in the Total Amounts of \\$1,815,473.78, \\$356,030.70, \\$585,434.35, and \\$203,000.30, Respectively](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll Nos. 26 and 1 in the net amounts of \$ 711,027.37 and \$791,958.94, respectively, and Warrant Registers dated December 23 and December 30, 2021, and January 6 and 13, 2022, in the Total Amounts of \$1,815,473.78, \$356,030.70, \$585,434.35, and \$203,000.30, respectively

- CC-3 [Review and Determine that the City Council will Continue to Conduct Public Meetings by Teleconference Pursuant to Government Code Section 54953\(e\)](#)  
Staff Reference: Craig Steele, City Attorney  
Recommendation: Determine that the City will continue to conduct public meetings by teleconference pursuant to Government Code Section 54953(e), because in-person meetings would present imminent risks to the health and safety of attendees, staff, and members
- CC-4 [Amendment No. 1 to the Agreement with Hub International Insurance Services, Inc., dated June 2, 2020, for Medical Insurance Brokerage Services in the Total Amount of \\$94,500.00 for the Three \(3\) Year Period Ending December 31, 2024](#)  
Staff Reference: Lauren Vasquez, Assistant City Manager  
Recommendation: Approve the Amendment No. 1 to the Consultant Services Agreement with Hub International Insurance Services, Inc., dated June 2, 2020, in the total amount of \$94,500.00 for the 3-year period ending December 31, 2024, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Award of Contract to Palp, Inc., dba Excel Paving Company for the Magnolia Avenue Water Line Improvements Project, Project #W-356 in an Amount Not to Exceed \\$1,574,235.00 and Reject All Other Bids; Approve Task Order with Merrell Johnson Engineering, Inc., for Construction Management in an amount not to exceed \\$136,309.00](#)  
Staff Reference: Alex Tachiki, Public Works Deputy Director  
Recommendation: : Award a contract to Palp Inc., dba Excel Paving Company for the Magnolia Avenue Water Line Improvements Project, Project #W-352, in an amount not to exceed \$1,574,235.00, reject all other bids, approve a Task Order with Merrell Johnson Engineers for related construction management in an amount not to exceed \$136,309.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Amendment No. 1 to the Consultant Services Agreement with Moore Iacofano Goltsman, Inc., dated October 6, 2020, Extending the Term to October 31, 2022, for the completion of the Monrovia Housing Element Update for the 2021-2029 Planning Cycle and Associated General Plan Amendments \(Focused General Plan Update\) and Environmental Analysis Pursuant to State Law](#)  
Staff Reference: Sheri Bermejo, Planning Division Manager  
Recommendation: Approve Amendment No. 1 to the Consultant Services Agreement with Moore Iacofano Goltsman, Inc., extending the term through October 31, 2022, for the completion of the Focused General Plan project, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Amendment No. 1 to the Agreement with Paul Maurer Shows dated June 1, 2021, for a Total Amount of \\$65,000 Related to Ride Operations for the 2022 Monrovia Days Community Festival](#)  
Staff Reference: Rebecca Sandoval, Recreation Manager  
Recommendation: Approve Amendment No. 1 to the Agreement with Paul Maurer Shows dated June 1, 2021, related to carnival ride operations during the 2022 Monrovia Days Community Festival for a total amount of \$65,000, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [Amendment No. 2 to the Lease Agreement with the Boys and Girls Club of the Foothills dated January 1, 2019, for Use of the Mary Wilcox Youth Center for the Period Ending December 31, 2021](#)  
Staff Reference: Rebecca Sandoval, Recreation Manager  
Recommendation: Approve Amendment No. 2 to the Lease Agreement with Boys and Girls Club of the Foothills dated January 1, 2019, for the period ending December 31, 2022, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

CC-9 [Purchase of Five \(5\) Motorola APX 8000 All-Band Portable Radios from Motorola in the Amount of \\$52,166.60](#)

Staff Reference: Roberto Wilken, Police Captain

Recommendation: Authorize approve the purchase of five (5) Motorola APX 8000 all-band portable radios from Motorola in the amount of \$52,166.60, and authorize the City Manager to execute the necessary documents in a form acceptable to 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 3:00 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. 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 [Proposed 48th Year \(Fiscal Year 2022-2023\) Community Development Block Grant \(CDBG\) Programs; Resolution No. 2022-01](#)

Staff Reference: Aleks Akopyan, Neighborhood Services Program Coordinator

Recommendation: Adopt Resolution No. 2022-01

PH-2 [Annual Compliance Report and Update of the Traffic Impact Fee \(TIF\); Resolution No. 2022-03](#)

Staff Reference: Craig Jimenez, Community Development Director

Recommendation: Adopt Resolution No. 2022-03

#### REPORTS OF CITY MANAGER AND STAFF

RCM-1 [City Council Directives Update](#)

Staff Reference: Dylan Feik, City Manager

RCM-2 [Update Regarding Redistricting for the State of California and County of Los Angeles](#)

Staff Reference: Craig Steele, City Attorney, and Chelsea Straus, Assistant City Attorney

#### 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 [Calling for the June 7, 2022, General Municipal Election; Requesting Consolidation with the Statewide Primary Election to be Conducted by the Los Angeles County Registrar of Voters, and Providing Regulations for Candidates; Adoption of Resolution Nos. 2022-04, 2022-05, and 2022-06](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt Resolution Nos. 2022-04, 2022-05, and 2022 06

- AR-2 [Consideration of Resolution No. 2022-07, A Resolution of the City Council of the City of Monrovia, California, Ordering that a Question Relating to Amending the City of Monrovia Municipal Code to Eliminate the Directly Elected Mayor Position and to Establish an Annual Rotation Process Among City Councilmembers for the Offices of Mayor and Mayor Pro Tempore be Submitted to the Voters of the City at the General Municipal Election to be Held on June 7, 2022, and Directing the City Attorney to Prepare an Impartial Analysis of the Measure](#)  
Staff Reference: Craig Steele, City Attorney  
Recommendation: Adopt Resolution No. 2022-07
- AR-3 [Consultant Services Agreement with Sagecrest Planning and Environmental for the Preparation of an Inclusionary Housing Ordinance, a Density Bonus Ordinance, Accessory Dwelling Unit \(ADU\) Design Guidelines, and Environmental Analysis Pursuant to State Law in an Amount Not to Exceed \\$154,090.00](#)  
Staff Reference: Sheri Bermejo, Planning Division Manager  
Recommendation: Approve the Consultant Services Agreement with Sagecrest Planning and Environmental in an amount not to exceed \$154,090.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- AR-4 [Amendment to Chapter 20 of Title 13 \(Water Conservation\) of the Monrovia Municipal Code to Establish the "Base Period Allocation" for Water Conservation Measures; Adoption of Urgency Ordinance No. 2022-02U](#)  
Staff Reference: Alex Tachiki, Public Works Deputy Director  
Recommendation: Adopt Urgency Ordinance No. 2022-02U
- AR-5 [Task Orders with Merrell Johnson Engineering, Inc., for Project and Construction Management in an Amount Not to Exceed \\$679,139.40 for the Canyon Park Repair Project, and Project Design and Bid Support in an Amount Not to Exceed \\$64,626.50 for the Booster Station Design for Emerson and Canyon Park Water System Project](#)  
Staff Reference: Alex Tachiki, Public Works Deputy Director  
Recommendation: Approve task orders with Merrell Johnson Engineering, Inc., for project and construction management in an amount not to exceed \$679,139.40 for the Canyon Park Restoration Project, and Project Design and Bid Support in an amount not to exceed \$64,626.50 for the Booster Station Design for Emerson and Canyon Park Water System Project, 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, February 1, 2022, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

#### ADJOURNMENT

#### IN MEMORY OF

Irene Banuelos, Sister of Library Clerk Andrea Banuelos

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 14th day of January, 2022.

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Alice D. Atkins, MMC, City Clerk