

MONROVIA CITY COUNCIL AGENDA
City Council Chambers
415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting
Tuesday, June 21, 2022, 7:30 P.M.

UPDATED INFORMATION FOR IN-PERSON MEETINGS



75th CITY COUNCIL

Tom Adams
Mayor

Gloria Crudgington
Mayor Pro Tem

Alexander C. Blackburn
Councilmember

Becky A. Shevlin
Councilmember

Larry J. Spicer
Councilmember

Alice D. Atkins
City Clerk
Acting City Treasurer

Dylan Feik
City Manager

Craig A. Steele
City Attorney

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. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

CORONAVIRUS DISEASE (COVID-19) ADVISORY: Wearing masks indoors is strongly recommended, as well as full vaccination or a recent negative test.

MEETINGS: Regular Meetings of the City Council are held on the first and third Tuesday of each month at 7:30 P.M. in City Council Chambers. A full City Council agenda packet with all backup information is available at City Hall, the Monrovia Library, 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, and posted online.

Community Media of the Foothills (KGEM) shows both live broadcasts and replays of City Council Meetings as follows:

- 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:

IN PERSON: where possible, please submit a *Speaker's Information Form* to the City Clerk prior to your comments, or simply come to the podium when the Mayor asks for those who wish to speak, and state your name for the record.

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 will not be read aloud; 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 prior to the close of the Public Hearing.

BY ZOOM OR BY PHONE - Meeting ID 826 0476 2691: To provide comments from your computer, laptop, or smartphone, join at <https://zoom.us/join>, or call 1-669-900-9128.

NOTE: Due to technology limitations with live broadcasting, Zoom participation will include audio only. You may simultaneously view the meeting through KGEM as described above. Please mute other devices when it is your turn to speak.

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.

MATTERS NOT ON THE AGENDA should be presented within a three to five minute time frame during the time designated as "PUBLIC INPUT." Speakers will be heard on a first come, first served basis during the 45-minute period of *Public Input*. Additional speakers will be accommodated during *Public Input, Continued*, following public City Business. By State law, the City Council may not discuss or vote on items not on the agenda.

MATTERS ON THE AGENDA: If you wish to address the City Council on a matter on the agenda, please indicate the Agenda Item Numbers(s) on the *Speaker's Information Form*. Your name will be called at the appropriate time and you may proceed with your presentation within the five (5) minute time frame.

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.



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, June 21, 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
INVOCATION Pastor Roy Tucker
PLEDGE OF ALLEGIANCE Councilmember 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 **Pasadena Humane Pet of the Month**
Staff Reference: Michelle Holbrook, Pasadena Humane Outreach Coordinator
- PR-2 **Introduction of Newly Hired and Promoted Employees**
Staff Reference: Lauren Vasquez, Assistant City Manager
- PR-3 **Introduction and Swearing in of Newly Hired Fire Chief Jeremy Sanchez**
Staff Reference: Dylan Feik, City Manager
- PR-4 **Recognition of Retiring Fire Chief Brad Dover for 28 Years of Service**
Staff Reference: Dylan Feik, City Manager

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 May 17, 2022, Special and Regular Meetings of the Monrovia City Council](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Adopt the Minutes of the May 17, 2022, Special and Regular Meetings
- CC-2 [Payroll Nos. 11 and 12 in the Net Amounts of \\$702,925.94 and \\$706,486.88, Respectively, and Warrant Registers dated May 19, May 26, June 2, and June 9, 2022, in the Total Amounts of \\$892,952.65, \\$1,731,994.66, \\$388,945.03, and \\$952,757.78, Respectively](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Approve Payroll Nos. 11 and 12 in the net Amounts of \$702,925.94 and \$706,486.88, respectively, and Warrant Registers dated May 19, May 26, June 2, and June 9, 2022, in the total amounts of \$892,952.65, \$1,731,994.66, \$388,945.03, and \$952,757.78, respectively

- CC-3 [Adopting a Military Equipment Use Policy for the Police Department; Adoption of Ordinance No. 2022-05](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Adopt Ordinance No. 2022-05
- CC-4 [Fiscal Year 2022-2023 List of Projects Funded By Senate Bill 1, the Road Repair and Accountability Act of 2017; Resolution No. 2022-34](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Adopt Resolution No. 2022-34
- CC-5 [Agreement with Paul Maurer Shows Related to Ride Operations for the 2023, 2024, and 2025 Monrovia Days Community Festival in an Amount Not to Exceed \\$70,000 for Year 1, \\$72,500 for Year 2, and \\$75,000 for Year 3](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve a three-year agreement with Paul Maurer Shows for carnival ride operations during the 2023, 2024, and 2025 Monrovia Days Community Festival in an amount not to exceed \$70,000 for year 1, \$72,500 for year 2, and \$75,000 for year 3, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Agreement with the California Conservation Corps Related to Required Demolition as a part of the Lucinda Garcia Park Renovation Project in an Amount not to Exceed \\$7,052.00 for the Period Ending June 30, 2023](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve an agreement with the California Conservation Corps to provide demolition services as a part of the Lucinda Garcia Park Renovation Project in an amount not to exceed \$7,052 for the period ending June 30, 2023, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Memorandum of Agreement between the City of Monrovia and the San Gabriel Valley Council of Governments for Participation in City Homeless Program Funding for Family and Advocate Support Services](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve a Memorandum of Agreement for participation in the San Gabriel Valley Council of Governments City Homeless Program Funding for Family and Advocate Support Services and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [Agreement with Foothill Unity Center, Inc., in an Amount not to Exceed \\$50,000.00 for Case Management Services Related to the Housing Displacement Response Program for the Period Ending May 31, 2023](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve the agreement with Foothill Unity Center Inc. for Case Management Services related to the Housing Displacement Response Program in an amount not to exceed \$50,000.00 for the period ending May 31, 2023, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-9 [Amendment No. 3 to the Consultant Services Agreement with The Sauce Creative Services dated July 1, 2018, Related to Design and Production of the Monrovia Today and On-Call Design and Printing Services for City Events and Programs for the Period Ending June 30, 2023, in a Total Amount Not to Exceed \\$82,000.00](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve Amendment No. 3 to the Consultant Services Agreement with The Sauce dated July 1, 2018, related to design and production of the Monrovia Today publication and on-call creative design services for the period ending June 30, 2023, in a total amount not to exceed \$82,000.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- CC-10 [Amendment No. 2 to the Exclusive Franchise Agreement with Raw Inspiration, Inc., Dated June 21, 2016, to Operate the Monrovia Friday Night Family Street Fair Event for the Period Ending June 30, 2023](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve Amendment No. 2 to the Exclusive Franchise Agreement with Raw Inspiration, Inc., dated June 21, 2016, to operate the Monrovia Friday Night Family Street Fair Event for the period ending June 30, 2023, and to authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-11 [2022-2023 Gann Appropriations Limit, Resolution No. 2022-33](#)
Staff Reference: Rae Bowman, Deputy Administrative Services Director
Recommendation: Adopt Resolution No. 2022-33
- CC-12 [Consultant Services Agreement with Dapeer Rosenblit & Litvak LLP, for Code Enforcement Legal Services as Code Enforcement Attorneys and Prosecutors, and for Legal Services Provided to the Police Department Regarding Monrovia Municipal Code Criminal Filings](#)
Staff Reference: Justin Edson, Neighborhood & Business Services Division Manager
Recommendation: Approve a Consultant Services Agreement with Dapeer Rosenblit & Litvak LLC for code enforcement legal services as code enforcement attorneys and prosecutors as well as for legal services provided to the Police Department regarding Monrovia Municipal Code criminal filings, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-13 [Consultant Services Agreement with Retail Marketing Services, Inc., dba CarTrac, for Shopping Cart Retrieval Services for the Period Ending June 30, 2025](#)
Staff Reference: Justin Edson, Neighborhood & Business Services Division Manager
Recommendation: Approve the Consultant Services Agreement with Retail Marketing Services, Inc., dba CarTrac, for shopping cart retrieval services for the period ending June 30, 2025 in an amount not to exceed \$30,000.00 per fiscal year, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-14 [Consultant Services Agreement with Nobel Systems, Inc., Related to Utilities GIS Mapping Software for the Period Ending June 30, 2025, with Two \(2\) Potential One-Year Extensions, in an Amount not to Exceed \\$45,300.00 Annually; Authorize a Contingency in an Amount not to Exceed \\$13,000.00 Annually](#)
Staff Reference: Christopher Castruita, Senior Management Analyst
Recommendation: Approve a Consultant Services Agreement with Nobel Systems, Inc., related to Utilities GIS mapping software in an amount not to exceed \$45,300.00 annually, authorize a contingency in an amount not to exceed \$13,000.00 annually, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-15 [Reaffirming the Annual Levy Amount for the Direct Assessment Parcel Taxes at approved tax rates, the Tax Override Ad Valorem Tax, and the Community Facilities District \(CFD\) Special Taxes for the 2022-2023 Fiscal Year; Resolution Nos. 2022-30, 2022-31, and 2022-32](#)
Staff Reference: Rae Bowman, Deputy Administrative Services Director
Recommendation: Adopt Resolution Nos. 2022-30, 2022-31, and 2022-32
- CC-16 [Agreement with Empire Transportation Services, Inc., for Provision of ADA Transportation Service for the Period Ending June 30, 2023](#)
Staff Reference: Alex Tachiki, Deputy Public Works Director
Recommendation: Approve an agreement with Empire Transportation Services, Inc., for provision of ADA transportation services for the period ending June 30, 2023, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-17 [Approve the 8.87% Rate Adjustment from Arakelian Enterprises, Inc., DBA Athens Services for Solid Waste and Recycling Services](#)
Staff Reference: Alex Tachiki, Deputy Public Works Director
Recommendation: Approve the rate adjustment from Arakelian Enterprises, Inc., DBA Athens Services for Solid Waste and Recycling Services and authorize the City Manager to execute the necessary

documents in a form approved by the City Attorney

CC-18 [Amendment No. 4 to the Amended and Restated Street Sweeping Services Agreement dated July 1, 2011, with Arakelian Enterprises, Inc., DBA Athens Services](#)

Staff Reference: Alex Tachiki, Deputy Public Works Director

Recommendation: Approve Amendment No. 4 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-19 [Award of Contract to Houston & Harris PCS, Inc. for the 2022 Sewer Line Cleaning and CCTV Project, Project #S-506 in an Amount Not to Exceed \\$153,625.15; and Approve a Consultant Services Agreement with IT Pipes, Inc., for Project Management in an amount not to Exceed \\$70,000.00 for the Period Ending June 30, 2025, with Two \(2\) One-Year Options to Extend](#)

Staff Reference: Christopher Castruita, Senior Management Analyst

Recommendation: Award a contract to Houston & Harris PCS, Inc. for the 2022 Sewer Line Cleaning and CCTV Project, Project #S-506 in an Amount Not to Exceed \$153,625 and Reject All Other Bids; approve a Consultant Services Agreement with IT Pipes, Inc., for project management in an amount not to exceed \$70,000.00 for the period ending June 30, 2025, 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-20 [On-Call Consultant Services Agreements with Houston & Harris PCS, Inc., and National Plant Services, Inc., to provide Sewer Maintenance and Operations Support for the Period Ending June 30, 2024](#)

Staff Reference: Christopher Castruita, Senior Management Analyst

Recommendation: Approve the On-Call Consultant Service Agreements with Houston & Harris PCS, Inc., and National Plant Services, Inc., for the period ending June 30, 2024, and to authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

CC-21 [On-Call Consultant Services Agreements with Doty Bros. Construction Company, Brkich Construction Corp, and Pokrajac Corporation. Related to On-Call Water and Utility Maintenance and Operations Support for the Period Ending June 30, 2024](#)

Staff Reference: Christopher Castruita, Senior Management Analyst

Recommendation: Approve On-Call Consultant Services Agreements with Doty Bros. Construction Company, Brkich Construction Company, and Pokrajac Corporation for on-call water and utility maintenance and operations support 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-22 [On-Call Consultant Services Agreements with Craftwater Engineering, Inc., Stetson Engineers, Inc., Gibson Transportation Consulting, Inc., and Michael Baker International for On-call Engineering Services for the Period Ending June 30, 2025](#)

Staff Reference: Alex Tachiki, Deputy Public Works Director

Recommendation: Approve On-Call Consultant Services Agreements with Craftwater Engineering Inc., Stetson Engineers Inc., Gibson Transportation Consulting Inc., and Michael Baker International for on-call engineering services for the period ending June, 30, 2025, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

CC-23 [Consultant Services Agreements with Yunex LLC, dba Yunex Traffic for Traffic Signal Maintenance Services in an amount not to exceed \\$400,000.00 for the Period Ending June 30, 2024, and Streetlight Maintenance Services in an amount not to exceed \\$100,000.00 for the Period Ending June 30, 2024](#)

Staff Reference: Christopher Castruita, Senior Management Analyst

Recommendation: Approve Consultant Services Agreements with Yunex LLC for Traffic Signal Maintenance Services in an Amount not to exceed \$400,000 and for Streetlight Maintenance Services in an Amount not to exceed \$100,000.00 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-24 [Purchase of Purchase of \(50\) Body-Worn Cameras and \(24\) In-Car Video Camera Systems from Axon Enterprise, Inc., in the Amount of \\$578,051.19](#)

Staff Reference: Heath Harvey, Police Captain

Recommendation: Approve the purchase of (50) body-worn cameras and (24) in-car video camera systems from Axon Enterprises, Inc., in the amount of \$578,051.19, 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.

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, or follow instructions for remote participation included on the cover sheet of this agenda. 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 [Confirming the Levy and Collection of Assessments for the Fiscal Year 2022-2023 Citywide Lighting and Landscaping Maintenance District; Resolution No. 2022-35](#)

Staff Reference: Rae Bowman, Deputy Administrative Services Director

Recommendation: Adopt Resolution No. 2022-35

PH-2 [Confirming the Levy and Collection of Assessments for the Fiscal Year 2022-2023 Park Maintenance District, Resolution No. 2022-36](#)

Staff Reference: Rae Bowman, Deputy Administrative Services Director

Recommendation: Adopt Resolution No. 2022-36

REPORTS OF CITY MANAGER AND STAFF

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

Staff Reference: Dylan Feik, City Manager

RCM-2 [Letter of Support - Girl Scout Troop 2851](#)

Staff Reference: Dylan Feik, City Manager

RCM-3 Overview of Phase II Drought Emergency Response

Staff Reference: Alex Tachiki, Deputy Public Works Director

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

RCC-1 Mayor Tom Adams

(a) [Appointments to Boards and Commissions for Terms Beginning July 1, 2022](#)

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 [Fiscal Year 2022-2023 Budget, Resolution No. 2022-37; Fiscal Year 2022-2023 Schedule of Fees and Charges, Resolution No. 2022-38; Fiscal Year 2022-2023 Authorized Position Listing; Fiscal Year 2022-23 Citywide Compensation Program; and Memorandums of Understanding with all Employee Groups to Provide for Compensation and Supplemental Benefits for Employees for Fiscal Years 2022-2027, Resolution No. 2022-39](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Adopt Resolution No. 2022-37, approving the Fiscal Year 2022-23 Budget; adopt Resolution No. 2022-38, establishing the Fiscal Year 2022-23 Schedule of Fees and Charges, approve the Fiscal Year 2022-23 Authorized Position Listing; approve the Fiscal Year 2022-23 Citywide Compensation Program; and adopt Resolution No. 2022-39, approving the MOUs with all Employee Groups for Fiscal Years 2022-2027

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 5, 2022, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT**IN MEMORY OF**

Josephine Yslava Sanchez, 96-Year Monrovia Resident

Houston Tipping, son of Richard and Shirley Tipping

El Monte Police Department Corporal Michael Paredes

El Monte Police Department Officer Joseph Santana

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 17th day of June, 2022.

Alice D. Atkins, MMC, City Clerk