

MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting Tuesday, February 7, 2023, 7:30 P.M.



76th CITY COUNCIL

Becky A. Shevlin
Mayor

Larry J. Spicer
Mayor Pro Tem

Gloria Crudgington
Councilmember

Sergio P. Jiménez
Councilmember

Dr. Tamala Kelly
Councilmember

Janet Wall
City Treasurer

Alice D. Atkins
City Clerk

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 the [KGEM-TV YouTube Channel](#)

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 (3-5) 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 76th
MONROVIA CITY COUNCIL
City Council Chambers
415 South Ivy Avenue
Tuesday, February 7, 2023
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 Becky A. Shevlin
INVOCATION Police Chaplain Terrence Brown
PLEDGE OF ALLEGIANCE Councilmember Dr. Tamala Kelly
ROLL CALL Councilmembers Gloria Crudgington, Sergio P. Jiménez, Dr. Tamala Kelly, Mayor Pro Tem Larry J. Spicer, and Mayor Becky A. Shevlin

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

PR-1 Proclaiming February 2023 as “Black History Month”
Staff Reference: Barbara Gholar, Monrovia Duarte Black Alumni Association

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 January 17, 2023, Regular Meeting of the Monrovia City Council](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Adopt the Minutes of the January 17, 2023, Regular Meeting of the Monrovia City Council
- CC-2 [Payroll Nos. 2 and 3 in the Net Amount of \\$812,254.37 and \\$756,582.64, and Warrant Registers dated January 19, January 26, and February 2, 2023, in the Total Amounts of \\$668,218.80, \\$861,379.59, and \\$236,294.21, Respectively](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Approve Payroll Nos. 2 and 3 in the net amount of \$812,254.37 and \$756,582.64, and Warrant Registers dated January 19, January 26, and February 2, 2023, in the total amounts of \$668,218.80, \$861,379.59, and \$236,294.21, respectively
- CC-3 [Consultant Services Agreement with Foster & Foster Consulting Actuaries, Inc., for the Completion of Actuarial Valuation Services in an Amount not to Exceed \\$26,500; Approve a Contingency in an Amount not to Exceed \\$2,650](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Approve the Consultant Services Agreement with Foster & Foster Consulting Actuaries, Inc., in an amount not to exceed \$26,500, authorize the City Manager to approve amendments for additional services in an amount not to exceed \$2,650, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- CC-4 [Monrovia Police Department Service Weapon \(Rifle\) Replacement Project; Purchase of Twenty-Five \(25\) FN America FN-15 Service Weapons with Related Accessories from ProForce in the Amount of \\$47,925 less Trade-In Credit, with a Contingency in an Amount not to Exceed \\$7,200.00](#)
Staff Reference: Heath Harvey, Operations Captain
Recommendation: approve the Monrovia Police Department Service Weapon (Rifle) Replacement Project, authorizing the trade in of twenty-five (25) Ruger Mini-14 Rifles, and replacement purchase of twenty-five (25) FN American FN-15 SRP G2P service weapons related and equipment from ProForce in the amount of \$47,925, less the trade-in value of \$22,567, approve a contingency in an amount not to exceed \$7,200, and authorize the City Manager to execute the necessary documents
- CC-5 [Consultant Services Agreement with EcoTech Services, Inc., in an Amount not to Exceed \\$105,000.00 for the Period Ending February 29, 2024, and Approving the Allocation of \\$85,000 in Drought Penalty Revenue for the Water Audit Program](#)
Staff Reference: Christopher Castruita, Project Manager
Recommendation: Approve the Consultant Services Agreement with EcoTech Services, Inc., in an amount not to exceed \$105,000.00 for the period ending February 29, 2024, approve the allocation of \$85,000 in drought penalty revenue for the water audit program, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Final Tract Map No. 83495 for Property Located at 634 West Olive Avenue and 610 West Walnut Avenue; Grace Kwok, Property Owner, Applicant](#)
Staff Reference: Teresa Santilena, Associate Planner
Recommendation: Approve Final Tract Map No. 83495
- CC-7 [Amendment No. 3 to the Agreement with Merrimac Petroleum Inc., dba Merrimac Energy Group dated January 19, 2021, for Bulk Fuel Purchase for the Period Ending December 31, 2023](#)
Staff Reference: Christopher Castruita, Project Manager
Recommendation: Approve Amendment No. 3 to the agreement with Merrimac Petroleum Inc., dba Merrimac Energy Group dated January 19, 2021, for the period ending December 31, 2023, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [Installation of a Four-Way Stop at the Intersection of South Ivy Avenue and East Chestnut Avenue; Receive and File](#)
Staff Reference: Jocelyn Torres, Management Analyst
Recommendation: Receive and file the report
- CC-9 [Acceptance of Work, Filing Notice of Completion, and Release of Retention Funds to Wright Construction Engineering Corp. for the Library Park Portland Loo Restroom Improvement Project, Project #G-936](#)
Staff Reference: Christopher Castruita, Project Manager
Recommendation: Accept the work of Wright Construction for the Library Park Portland Loo Restroom Improvement Project, authorize the City Clerk to file the Notice of Completion, and direct staff to release retained funds in accordance with the contract provisions and applicable law
- CC-10 [Agreement with Pyro Spectaculars, Inc., in the Amount of \\$30,300.00 for Production of the 2023 Fourth of July Fireworks Show](#)
Staff Reference: Rebecca Sandoval, Recreation Manager
Recommendation: Approve an agreement with Pyro Spectaculars, Inc., for production of the 2023 Fourth of July fireworks show in the amount of \$30,300.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-11 [Side Letter of Agreement to the 2022-2027 Monrovia Police Officers' Association \(MPOA\) Memorandum of Understanding](#)
Staff Reference: Lauren Vasquez, Assistant City Manager
Recommendation: Approve the Side Letter of Agreement to the 2022-2027 Monrovia Police Officers' Association (MPOA) Memorandum of Understanding, and authorize the City Manager to execute on behalf of the City

CC-12 [Agreement with Powerflex Systems, LLC, for EV Charging Station Software and Support Services for the Period Ending January 31, 2024](#)

Staff Reference: Christopher Castruita, Project Manager

Recommendation: Approve the agreement with Powerflex Systems, LLC, for EV Charging Station Software and Support Services for the Period Ending January 31, 2024, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

CC-13 [First Round of Tree Planting for Fiscal Year 2022-2023](#)

Staff Reference: Alex Tachiki, Interim Public Works Director

Recommendation: Approve the first round of tree planting for Fiscal Year 2022-23 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. Comments should be presented within a three to five (3-5) minute time frame. 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 [Historic Landmark HL-162 for the Rotary Club Bandshell in Library Park by Rotary Club of Monrovia, Applicant, City of Monrovia, Owner; Resolution No. 2023-07](#)

Staff Reference: Craig Jimenez, Community Development Director

Recommendation: Adopt Resolution No. 2023-07, approving Historic Landmark HL-162 and finding that the designation of a local landmark is categorically exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15331 (Historic Resource Restoration/Rehabilitation)

REPORTS OF CITY MANAGER AND STAFF

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

Staff Reference: Dylan Feik, City Manager

RCM-2 [Update and Possible Action on Draft Measure K Financial Policy](#)

Staff Reference: Dylan Feik, City Manager

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

RCC-1 Councilmember Gloria Crudgington

RCC-2 Councilmember Sergio P. Jiménez

RCC-3 Councilmember Dr. Tamala Kelly

RCC-4 Mayor Pro Tem Larry J. Spicer

RCC-5 Mayor Becky A. Shevlin

ADMINISTRATIVE REPORTS

AR-1 [Fiscal Year 2021-2022 Annual Comprehensive Financial Report](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Receive and file the Fiscal Year 2021-22 Annual Comprehensive Financial Report

AR-2 [Fiscal Year 2022-2023 Budget Update, Resolution No. 2023-06](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Adopt Resolution No. 2023-06

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 21, 2023, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT

IN MEMORY OF

Virginia Holmquist, Longtime Resident and Monrovia Old Homes Preservation Group Member

Earz Dudley Sr., 50-Year Resident

Sandra (Adrienne) Waters, 50+-Year Resident

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 February, 2023.

Alice D. Atkins, MMC, City Clerk