

MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting
Tuesday, May 2, 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](https://www.youtube.com/channel/UCGEM-TV)

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, May 2, 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 Sergio Jiménez
 ROLL CALL Councilmembers Gloria Crudginton, 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 Introduction of Newly Promoted Employees
Staff Reference: Lauren Vasquez, Assistant City Manager
- PR-2 [Proclaiming May 2023 as “Older Americans Month” and Recognition of Older Monrovia of the Year Honoree Mark Harvis](#)
Staff Reference: Tiffany Peterson, Recreation Supervisor
- PR-3 [Proclaiming May 2023 as “Mental Health Awareness Month”](#)
- PR-4 [Proclaiming May 2023 as “Asian Pacific American Heritage Month”](#)

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 April 18, 2023, Special Joint Meeting of the Monrovia City Council and the Monrovia Arcadia Duarte Town Council and April 18, 2023 Regular Meeting of the Monrovia City Council](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Adopt the Minutes of the April 18, 2023, Special Joint Meeting and Regular Meeting
- CC-2 [Payroll No. 9 in the Net Amount of \\$727,597.15, and Warrant Registers dated April 20 and April 27, 2023, in the Total Amounts of \\$130,118.74 and \\$833,133.51, Respectively](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Approve Payroll No. 9 in the net amount of \$727,597.15, and Warrant Registers dated April 20 and April 27, 2023, in the total amounts of \$130,118.74 and \$833,133.51, respectively

- CC-3 [Amending Chapter 2.54 of the Monrovia Municipal Code Relating to the Required Number of Members on the Monrovia Historic Preservation Commission and the Qualifications for Commission Membership; Adoption of Ordinance No. 2023-01](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Adopt Ordinance No. 2023-01
- CC-4 [Amendment No. 1 to the Memorandum of Understanding \(MOU\) with Boys and Girls Club of the Foothills dated April 17, 2018, Related to the Recreational Based Summer Camp Program in an Amount not to Exceed \\$23,100.00 for the Period Ending June 30, 2024](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve Amendment No. 1 to the Memorandum of Understanding with the Boys and Girls Club of the Foothills dated April 17, 2018, Related to the Recreational Based Summer Camp Program in an amount not to exceed \$23,100.00 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-5 [Amendment No. 3 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, 2024](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve Amendment No. 3 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, 2024, and to authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Purchase of One \(1\) 2023 Ford F-650 Dump Truck in an Amount Not to Exceed \\$140,000.00; Authorize a Contingency Amount not to Exceed \\$28,000.00, for a Total Approved Amount not to Exceed \\$168,000.00; Find that negotiation instead of formal quote process will best serve the City due to the specialized circumstances of vehicle purchases currently; Authorize the City Manager to enter into purchase contracts](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Approve the purchase of one (1) 2023 Ford F-650 Dump Truck in an amount not to exceed \$140,000.00; Authorize a Contingency amount not to exceed \$28,000.00, for a total approved amount not to exceed \$168,000.00; find that negotiation instead of formal quote process will best serve the City due to the specialized circumstances of vehicle purchases currently and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Award of Contract to Layne Christensen Company for Rehabilitation of the Treatment Tower 3 and Treatment Tower 4 Booster Pumps in an Amount not to Exceed \\$44,039.99; Authorize a Contingency Amount not to Exceed \\$4,400.00; and Find that the Project is Categorically Exempt from Review Under California Environmental Quality Act \(CEQA\) Guidelines Section 15301\(b\)](#)
Staff Reference: Christopher Castruita, Project Manager
Recommendation: Approve the Plans and Specifications for the Treatment Tower No. 3 and 4 Booster Pump Rehabilitation Project, award a contract to Layne Christensen Company for the rehabilitation of Treatment Tower No 3 and 4 Booster Pumps in an amount not to exceed \$44,039.99; authorize the City Manager or designee to approve contract change orders not to exceed \$4,400.00; find that the Project is categorically exempt from CEQA review; and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [Agreement with Fifth Asset, Inc., dba DebtBook, in an Amount Not to Exceed \\$34,500.00 for Software Services related to Debt, Lease, and Subscription Management, for the Period Ending June 30, 2026](#)
Staff Reference: Rae Bowman, Deputy Administrative Services Director
Recommendation: Approve the Agreement with DebtBook, in an amount not to exceed \$34,500 for software services related to debt, lease, and subscription management, for the period ending June 30, 2026, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- CC-9 [Memorandum of Understanding with Monrovia Unified School District Related to the School Resources Officer \(SRO\) Program for the Period Ending June 30, 2026](#)
 Staff Reference: Alan Sanvictores, Chief of Police
 Recommendation: Approve an Memorandum of Understanding between the City of Monrovia and the Monrovia Unified School District related to the School Resources Officer (SRO) Program for the period ending June 30, 2026, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-10 [Amendment No. 1 to the Facility Use Agreement dated June 11, 2020, with Volunteer Center of the San Gabriel Valley for Continued Use of 258 square feet of Space in the Monrovia Community Center for the Period Ending June 30, 2024](#)
 Staff Reference: Tina Cherry, Community Services Director
 Recommendation: Approve Amendment No. 1 to the Facility Use Agreement dated June 11, 2020, with the Volunteer Center of San Gabriel Valley for continued use of 258 square feet of space in the Monrovia Community Center 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-11 [Purchase and Installation of Audiovisual Equipment at Monrovia Public Library by Pacific Productions in an Amount not to Exceed \\$32,430.00; Approve a Contingency in an Amount not to Exceed \\$3,200.00; and Find the Project is Exempt from California Environmental Quality Act \(CEQA\) \(Class 1\) under CEQA Guidelines Section 15301](#)
 Staff Reference: Carey Vance, Library Manager
 Recommendation: Approve the purchase and installation of audiovisual equipment by Pacific Productions in an amount not to exceed \$32,430.00, approve a contingency in an amount not to exceed \$3,200.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-12 [Amendment No. 5 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, 2024, in an Amount Not to Exceed \\$122,000.00](#)
 Staff Reference: Rebecca Sandoval, Recreation Manager
 Recommendation: Approve Amendment No. 5 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, 2024, in an amount not to exceed \$122,000.00, 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 – None

REPORTS OF CITY MANAGER AND STAFF

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

Staff Reference: Dylan Feik, City Manager

RCM-2 Review of City's Plan to Address Homelessness

Staff Reference: Tina Cherry, Community Services Director

RCM-3 [Initiative No. 21-0042AI, "The Taxpayer Protection and Government Accountability Act"; Resolution No. 2023-13](#)

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 [Agreement with Psomas for Environmental Planning Services associated with Post-Fire/Post-Storm Site Conditions in Canyon Park and the Hillside Wilderness Preserve in an Amount not to Exceed \\$56,840.00; Authorize a Contingency Amount not to Exceed \\$8,526.00, for Total Project Funding in an Amount not to Exceed \\$65,366.00](#)

Staff Reference: Tina Cherry, Community Services Director

Recommendation: Approve a Consultant Services Agreement with Psomas for Environmental Planning Services associated with Post-Fire/Post-Storm Site Conditions in Canyon Park and the Hillside Wilderness Preserve in an amount not to exceed \$56,840.00; authorize a contingency amount not to exceed \$8,526.00, for total project funding in an amount not to exceed \$65,366.00, 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, May 18, 2023, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT

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 27th day of April, 2023.

Alice D. Atkins, MMC, City Clerk