

MONROVIA CITY COUNCIL AGENDA

City Council Chambers
415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting Tuesday, June 20, 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, June 20, 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
IN HONOR OF Deakon Edward Patrick, Born June 9, 2023, to Mason and Aundrea Patrick
INVOCATION Pastor Roy Turner
PLEDGE OF ALLEGIANCE Councilmember Gloria Crudgington
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 Pasadena Humane Pet of the Month
Staff Reference: Kevin McManus, Public Relations & Communications Manager
- PR-2 Recognition of Monrovia Youth Baseball League
- PR-3 [Proclaiming June 18-24, 2023, as "National Mosquito Control Awareness Week"](#)
- PR-4 [Proclaiming July 2023 as "Parks Make Life Better Month"](#)
Staff Reference: Heather Sayers, Recreation Supervisor
- PR-5 South Coast Air Quality Management District (SCAQMD) Update
Staff Reference: Michael Cacciotti, Governing Board Vice Chair

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 June 6, 2023, Special and Regular Meetings of the Monrovia City Council](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Adopt the Minutes of the June 6, 2023, Special and Regular Meetings of the Monrovia City Council
- CC-2 [Payroll No. 12 in the Net Amount of \\$730,493.28, and Warrant Registers dated June 8 and June 15, 2023, in the Total Amounts of \\$375,166.26 and \\$491,873.19 Respectively](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Approve Payroll No. 12 in the net amount of \$ 730,493.28, and Warrant Registers dated June 8 and June 15, 2023, in the total amounts of \$375,166.26 and \$491,873.19 respectively

- CC-3 [Fiscal Year 2023-2024 List of Projects Funded By Senate Bill 1, the Road Repair and Accountability Act of 2017; Resolution No. 2023-20](#)
Staff Reference: Rae Bowman, Deputy Administrative Services Director
Recommendation: Adopt Resolution No. 2023-20
- CC-4 [Agreement with California Conservation Corps \(CCC\) for Hazardous Fuels Reduction in the Hillside Wilderness Preserve in an Amount Not to Exceed \\$69,680.00](#)
Staff Reference: Jeremy Sanchez, Fire Chief
Recommendation: Approve the agreement with California Conservation Corps for hazardous fuels reduction in the Hillside Wilderness Preserve in an amount not to exceed \$69,680.00 and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Approval of Change Order No. 1 to the Agreement with Layne Christensen Company, dated May 2, 2023, for Rehabilitation of the Treatment Tower 3 and Treatment Tower 4 Booster Pumps in an Amount not to Exceed \\$9,260.04 for a total Project Allocation in an Amount not to Exceed \\$62,100.03](#)
Staff Reference: Alex Tachiki, Director
Recommendation: Approve Change Order No. 1 to the Agreement with Layne Christensen Company, dated May 2, 2023, for rehabilitation of the Treatment Tower 3 and Treatment Tower 4 booster pumps in an amount not to exceed \$9,260.04; and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Consultant Services Agreements with Merrell-Johnson Engineering, Inc., and RKA Consulting Group for On-call Engineering Services for the Period Ending June 30, 2026](#)
Staff Reference: Alex Tachiki, Director
Recommendation: Approve Consultant Services Agreements with Merrell-Johnson Engineering, Inc., and RKA Consulting Group for on-call engineering services through 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-7 [Subscription Agreement with Digital EMS Solutions, Inc., for Electronic Patient Care Reporting for the Period Ending June 30, 2026](#)
Staff Reference: Jeremy Sanchez, Fire Chief
Recommendation: Approve a Subscription Agreement with Digital EMS Solutions, Inc., for Electronic Patient Care Reporting 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-8 [Instructional Service Agreement between East Los Angeles Community College and Monrovia Fire & Rescue for the Period Ending June 30, 2028](#)
Staff Reference: Jeremy Sanchez, Fire Chief
Recommendation: Approve the Instructional Service Agreement between East Los Angeles College and Monrovia Fire & Rescue for the period ending June 30, 2028, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-9 [Food Services Agreement with the County of Los Angeles for Provision of Meals to Prisoners of the Monrovia Police Department by the Los Angeles County Sheriff's Department, Food Services Unit for the Period Ending June 30, 2028](#)
Staff Reference: Sarah Covarrubias, Captain
Recommendation: Approve the Food Services Agreement with the County of Los Angeles for the period ending June 30, 2028, authorize the City Manager to execute the necessary documents in a form acceptable to the City Attorney, and authorize the City Manager to approve any rate increase with Los Angeles County Sheriff's Department, Food Services Unit that does not exceed ten percent (10%) in any fiscal year
- CC-10 [2023-2024 Gann Appropriations Limit, Resolution No. 2023-29](#)
Staff Reference: Rae Bowman, Deputy Administrative Services Director
Recommendation: Adopt Resolution No. 2023-29.

- CC-II [Annual Review and Renewal of The Monrovia Police Department's Military Equipment Use Policy, in compliance with Assembly Bill 481, codified as Government Code Section 7071\(e\)\(1\); Resolution No. 2023-26](#)
Staff Reference: Sarah Covarrubias, Captain
Recommendation: Adopt Resolution No. 2023-26
- CC-12 [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 2023-2024 Fiscal Year; Resolution Nos. 2023-22, 2023-23, and 2023-24](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Adopt Resolution Nos. 2023-22, 2023-23, and 2023-24
- CC-13 [Amendment No. 5 to the Amended and Restated Street Sweeping Services Agreement dated July 1, 2011, with Arakelian Enterprises, Inc., DBA Athens Services](#)
Staff Reference: Alex Tachiki, Director
Recommendation: Approve Amendment No. 5 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-14 [Task Order No. 1 under the Agreement with J & J Engineering & Computers, Inc., dated December 6, 2022, for the Upgrade of Remote Terminal Units at the City of Monrovia Well Field in an Amount not to Exceed \\$396,250; Approve a Contingency in an Amount not to Exceed \\$56,250](#)
Staff Reference: Alex Tachiki, Director
Recommendation: Approve Task Order No. 1 under the Agreement with J & J Engineering & Computers, Inc., dated December 6, 2022, for the upgrade of Remote Terminal Units at the City of Monrovia Well Field in an amount not to Exceed \$396,250.00, approve a Contingency in an Amount Not to exceed \$56,250.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-15 [Amendment No. 1 to the Agreement with Verdugo Fire Communications Service, Dated June 1, 2014, Between the Cities of Burbank, Glendale, and Pasadena and The City of Monrovia, for the Period Ending June 30, 2026, with Two \(2\) Automatic Three-Year Renewals Unless Terminated Earlier](#)
Staff Reference: Jeremy Sanchez, Fire Chief
Recommendation: Approve Amendment No. 1 to the Agreement with Verdugo Fire Communications Service, dated June 1, 2014, between the cities of Burbank, Glendale, and Pasadena and the City of Monrovia, for the period ending June 30, 2026, with two automatic three-year renewals, and authorize the City Manager to execute the necessary documents in a form acceptable to the City Attorney
- CC-16 [Authorization to Waive Certain City-Imposed Permit Fees for Small Residential Rehabilitation and Repair Projects Carried Out by Non-Profit Organizations for Low Income Residents or Veterans](#)
Staff Reference: Dylan Feik, City Manager
Recommendation: Adopt Resolution No. 2023-33
- CC-17 [Cooperation Agreement Between County of Los Angeles and the City of Monrovia Related to the Los Angeles Urban County Community Development Block Grant \(CDBG\) Program for the Period July 1, 2024, through June 30, 2027; Resolution No. 2023-32](#)
Staff Reference: Justin Edison, Neighborhood & Business Services Division Manager
Recommendation: Adopt Resolution No. 2023-32

- CC-18 [Amendment No. 2 to the Agreement with Foothill Unity Center, Inc., dated June 21, 2022, for Case Management Services Related to the Housing Displacement Response Program for the Period Ending June 30, 2025, in an Amount not to Exceed \\$75,000.00 Annually](#)
 Staff Reference: Tina Cherry, Community Services Director
 Recommendation: Approve Amendment No. 2 to the Agreement with Foothill Unity Center, Inc., dated June 21, 2022, in an Amount not to Exceed \$75,000 annually for Case Management Services Related to the Housing Displacement Response Program 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-19 [Consultant Services Agreement with Eurofins Eaton Analytical, LLC, for Water Quality Analysis and Reporting Services in an Amount Not to Exceed \\$70,757.00 for the Period Ending June 30, 2024, Direct Staff to Terminate Agreement with Geo-Monitor, Inc.](#)
 Staff Reference: Alex Tachiki, Public Works Director
 Recommendation: Approve a Consultant Services Agreement with Eurofins Eaton Analytical, LLC for Water Quality Analysis and Reporting Services for the period ending June 30, 2024, in an amount not to exceed \$70,747.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney, and direct staff to terminate the contract with Geo-Monitor
- CC-20 [Agreement with Empire Transportation Services, Inc., for the Provision of ADA Compliant Accessible Transportation Services and After School Youth Sports Program Participants in an Amount Not-to-Exceed \\$1,904,967.00 for the Period Ending June 30, 2026](#)
 Staff Reference: Alex Tachiki, Public Works Director
 Recommendation: Approve the Agreement with Empire Transportation Services, Inc., , in an amount not to exceed \$1,904,967.00 for the period ending June 30, 2026, and authorize the City Manager to execute the necessary agreements 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 [Confirming the Levy and Collection of Assessments for the Fiscal Year 2023-2024 Citywide Lighting and Landscaping Maintenance District; Resolution No. 2023-27](#)
 Staff Reference: Rae Bowman, Deputy Administrative Services Director
 Recommendation: Adopt Resolution No. 2023-27
- PH-2 [Confirming the Levy and Collection of Assessments for the Fiscal Year 2023-2024 Park Maintenance District, Resolution No. 2023-28](#)
 Staff Reference: Rae Bowman, Deputy Administrative Services Director
 Recommendation: Adopt Resolution No. 2023-28

REPORTS OF CITY MANAGER AND STAFF

- RCM-1 [City Council Directives Update](#)
 Staff Reference: Dylan Feik, City Manager
- RCM-2 [Recreation Park Outreach Overview](#)
 Staff Reference: Tina Cherry, Community Services Director

RCM-3 Presentation and Report on SGV CARE Program

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

(a) [Appointments to Boards and Commissions for Terms Beginning July 1, 2023](#)

(b) Councilmember Appointments/Assignments: Mayor Pro Tem Spicer, League of California Cities Public Safety Committee Member; Councilmember Dr. Kelly, League of California Cities Environmental Quality Committee Member; Councilmember Jiménez, San Gabriel Valley Council of Governments Water Committee Alternate

ADMINISTRATIVE REPORTS

AR-1 [Fiscal Year 2023-25 Budget, Resolution No. 2023-30; Fiscal Year 2023-2024 Schedule of Fees and Charges, Resolution No. 2023-31; and Fiscal Year 2023-25 Authorized Position Listing](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Adopt Resolution Nos. 2023-30 and 2023-31, and approve the attached Fiscal Year 2023-2025 Authorized Position Listing

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 18, 2023, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT**IN MEMORY OF**

Tod Barry, Longtime Monrovia Canyon Park Volunteer

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 16th day of June, 2023.

Alice D. Atkins, MMC, City Clerk