

MONROVIA CITY COUNCIL AGENDA

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

Welcome to the Monrovia City Council Meeting Tuesday, August 1, 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, August 1, 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 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 - None

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 July 10, 2023, Special Meeting of the Monrovia City Council and Los Angeles County 5th District Supervisor Kathryn Barger and July 18, 2023, Special and Regular Meetings of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the July 10, 2023, Special Meeting of the Monrovia City Council and Los Angeles County 5th District Supervisor Kathryn Barger and July 18, 2023, Special and Regular Meetings

CC-2 [Payroll No. 15 in the Net Amount of \\$791,779.17, and Warrant Registers dated July 20 and July 27, 2023, in the Total Amounts of \\$4,314,893.33 and \\$918,177.67, Respectively](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll No. 15 in the net amount of \$791,779.17, and Warrant Registers dated July 20 and July 27 2023, in the total amounts of \$4,314,893.33 and \$918,177.67 respectively

CC-3 [Adopting Zone Amendment ZA2023-0001 Amending the Official Zoning Map for the City of Monrovia Set Forth in Section 17.04.040 of Title 17 \(Zoning\) of the Monrovia Municipal Code to Change the RM3500 \(Residential Medium 3500\) Zone Designation of the Property Located at 508-512 South Ivy Avenue to PD-28 \(Planned Development - Area 28\) Zone; Adoption of Ordinance No. 2023-03](#)

Staff Reference: Craig Jimenez, Director of Community Development

Recommendation: Adopt Ordinance No. 2023-03

- CC-4 [Annual Levy Amount for the Community Facilities District \(CFD\) Special Taxes for the 2023-2024 Fiscal Year; Resolution Nos. 2023-36 and 2023-37, and Repeal Resolution Nos. 2023-23 and 2023-24](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Adopt Resolution Nos. 2023-36 and 2023-37
- CC-5 [Amendment No. 1 to the Memorandum of Agreement By and Among the Cities of Arcadia, Bradbury, Duarte, Monrovia, and Sierra Madre, and the County of Los Angeles and the Los Angeles County Flood Control District Related to the Administration of and Cost Sharing for the Coordinated Integrated Monitoring Program for the Rio Hondo/San Gabriel River Water Quality Group](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Approve Amendment No. 1 to the Memorandum of Agreement by and among the Cities of Arcadia, Bradbury, Duarte, Monrovia, and Sierra Madre, and the County of Los Angeles and the Los Angeles County Flood Control District relating to the administration and cost sharing for the Coordinated Integrated Monitoring Program for the Rio Hondo/San Gabriel River Water Quality Group, and direct the City Manager to execute the necessary documents
- CC-6 [Update to the Citywide Records Retention Schedule, Resolution No. 2023-39](#)
Staff Reference: Alice Atkins, MMC, City Clerk
Recommendation: Adopt Resolution No. 2023-39
- CC-7 [Selection of Default Renewable Energy Tier with the Clean Power Alliance; Resolution No. 2023-38](#)
Staff Reference: Dylan Feik, City Manager
Recommendation: Adopt Resolution No. 2023-38
- CC-8 [Consultant Services Agreement with Columbia Capital Management, LLC, in an Amount Not to Exceed \\$131,250.00 for Investment Management Services for the Period Ending June 30, 2026, with Two \(2\) One-Year Options to Extend](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Approve the Consultant Services Agreement with Columbia Capital in an amount not to exceed \$131,250.00 for investment management services for the period ending June 30, 2026, 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-9 [Agreement with Upper San Gabriel Valley Municipal Water District Related to Purchase and Installation of Electric Vehicle Charging Stations in an Amount Not to Exceed \\$16,500.00](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Approve an agreement with Upper San Gabriel Valley Municipal Water District to designate the Upper District's headquarters as the site for a second EV Charging Pilot Project in Monrovia; approve a capital outlay in an amount not-to-exceed \$16,500 for the purchase of four public charging stations and half the cost of a payment kiosk to be located at Upper District's headquarters in Monrovia, 248 E Foothill Boulevard; and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-10 [Consultant Services Agreement with the Monrovia Historical Society to Related to the Monrovia Legacy 2.0 Project in an Amount Not to Exceed \\$30,000.00](#)
Staff Reference: Dylan Feik, City Manager
Recommendation: Approve a Consultant Services Agreement with the Monrovia Historical Society related to the Monrovia Legacy 2.0 Project in an amount not to exceed \$30,000.00, 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

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) Update on United States Postal Service Mail Forwarding Concerns

ADMINISTRATIVE REPORTS

- AR-1 [Expenditure of Art in Public Places Funds in an Amount not to Exceed \\$16,500.00 for Installation of the Neighborhood Treasure Landmark by Phillip Godinez to Commemorate Isaac Epperson](#)
Staff Reference: Craig Jimenez, Community Development Director
Recommendation: Authorize the expenditure in an amount not to exceed \$16,500.00 from the Art in Public Places fund for the installation of a Neighborhood Treasures Landmark recognizing Isaac Epperson, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- AR-2 [Award of Contract to Palp, Inc., dba Excel Paving for the Monrovia Comprehensive Street Improvement Project, Project No. G-958, in an Amount Not to Exceed \\$4,887,697.58; Approval of a Project Contingency in an Amount Not to Exceed \\$668,769.76; Approval of Task Order No. 106 Under the On-Call Consultant Services Agreement with Merrell-Johnson Engineering, Inc., Dated June 16, 2020, for Construction Management of the Monrovia Street Improvements Project in an Amount Not to Exceed \\$485,738.30; Appropriate \\$1,100,000.00 from the Road Maintenance Rehabilitation Account Reserves](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Award a contract to Palp, Inc. dba Excel Paving for the Monrovia Comprehensive Street Improvement Project, Project No. G-958, in an amount not to exceed \$4,887,697.58; approve a Project Contingency in an amount not to exceed \$668,769.76; approve Task Order No. 106 under the On-Call Consultant Services Agreement Dated June 16, 2020, with Merrell-Johnson Engineering, Inc., for Construction Management of the Monrovia Street Improvements Project in an amount not to exceed \$485,738.30, appropriate \$1,100,000.00 from the Road Maintenance Rehabilitation Account Reserves and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- AR-3 [Amendment to Title 2 \(Administration and Personnel\), and Title 5 \(Business Taxes, Licenses and Regulations\) of the Monrovia Municipal Code to Establish Automotive Repair Operational Requirements; Introduction and First Reading of Ordinance No. 2023-02](#)
Staff Reference: Justin Edson, Neighborhood & Business Services Division Manager
Recommendation: Introduce, waive further reading, and read by title only Ordinance No. 2023-02

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, September 5, 2023, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT

IN MEMORY OF

David Merrell, Brother of City Engineer's Brad Merrell & Jim Merrell

James Rolf, Father of Monrovia Old Town Advisory Boardmember Kristin Miller

Grace Flores, Grandmother of Assistant City Manager Lauren Vasquez

Sergio Cerda and Lucia Nuño, Parents of Wendy Montoya, Danielle Gutierrez Nuño, and Plymouth Elementary Students Sophie and Lucie Grace

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 28 day of July, 2023.

Alice D. Atkins, MMC, City Clerk