

MONROVIA CITY COUNCIL AGENDA

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

Welcome to the Monrovia City Council Meeting Tuesday, October 3, 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, October 3, 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 Mayor Pro Tem Larry J. Spicer
 ROLL CALL Councilmembers Sergio P. Jiménez, Dr. Tamala Kelly, Mayor Pro Tem Larry J. Spicer, and Mayor Becky A. Shevlin. Excused: Councilmember Gloria Crudginton.

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

PR-1 Presentation of Check by Assemblymember Chris Holden for Canyon Park

PR-2 [Proclaiming October 2023 as “Domestic Violence Awareness Month”](#)

PR-3 [Proclaiming October 2023 as “Breast Cancer Awareness 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 September 19, 2023, Special and Regular Meetings of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the September 19, 2023, Special and Regular Meetings

CC-2 [Payroll No. 20 in the Net Amount of \\$766,542.42, and Warrant Registers dated September 21 and September 28, 2023, in the Total Amounts of \\$650,201.53 and \\$371,194.08, Respectively](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll No. 20 in the net amount of \$766,542.42, and Warrant Registers dated September 21 and September 28, 2023, in the total amounts of \$650,201.53 and \$371,194.08, respectively

- CC-3 [Amendment No. 4 to the Contract to Pokrajac Corporation dated March 15, 2022, Related to the Canyon Park Repair Project in an Amount not to Exceed \\$709,293.60; Authorize a Contingency Amount not to Exceed \\$70,000.00, for Total Project Funding in an Amount not to Exceed \\$5,519,480.43; and Amendment No. 1 to the Task Order No. with Merrell Johnson Engineering dated January 18, 2022, in an Amount not to Exceed \\$70,929.36, for Total Contract Funding in an Amount not to Exceed \\$750,068.76](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Approve Amendment No. 4 to the Contract with Pokrajac Corporation dated March 15, 2022, related to the Canyon Park Repair Project in an Amount not to Exceed \$709,293.60 for a total contract amount of \$5,449,480.43; authorize a contingency amount not to exceed \$70,000.00, for total authorized project funding in an amount not to exceed \$5,519,480.43; approve Amendment No. 1 to the Task Order with Merrell Johnson Engineering dated January 18, 2022, in an amount not to exceed \$70,929.36 for total contract funding in an amount not to exceed \$750,068.76, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-4 [Consultant Services Agreement with Innovative Light Designs \(ILD\) for Holiday Tree Light Installation at Library Park and White Tree Lights in the 100-600 Blocks of Myrtle Avenue in the Amount of \\$64,619.00](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Allocate an additional \$18,120 from the General Fund and \$44,388 from the Business Improvement District Fund, and approve an agreement with ILD for the installation of holiday tree lights in Library Park and enhanced outdoor lighting in 100 – 600 blocks of Myrtle Avenue in Old Town Monrovia in the amount of \$64,619; and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Amendment No. 1 to Consultant Services Agreement with David Evans and Associates, Inc., dated April 4, 2023, Related to the Sewer System Management Plan \(SSMP\) Update in Compliance with the Statewide General Waste Discharge Requirements \(WDRs\) for Sanitary Sewer Systems Pursuant to State Water Board Order 2006-0003-DWQ](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Approve Amendment No. 1 to the Consultant Services Agreement dated April 4, 2023, with David Evans and Associates, Inc., related to the Sewer System Management Plan (SSMP) Update and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Amendments No. 1 to the Agreements with Yunex LLC, dba Yunex Traffic, dated June 21, 2022, Related to Traffic Signal Maintenance Services in an Amount Not to Exceed \\$300,000.00 and Street Light Maintenance Services in an Amount Not to Exceed \\$200,000.00, for the Period Ending June 30, 2024](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: approve Amendments No. 1 to the agreements with Yunex LLC dba Yunex Traffic dated June 21, 2022, in an amount not to exceed \$300,000.00 for Traffic Signal Maintenance and \$200,000.00 for Street Light Maintenance through the period ending June 30, 2024
- CC-7 [Task Order No. 108 under the Agreement dated June 20, 2023, with Merrell Johnson Engineering, Inc., in an Amount Not to Exceed \\$26,715, for Design and Bid Assistance of the Well No. 6 Rehabilitation Project](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Approve Task Order No. 108 under the Agreement dated June 30, 2023, with Merrell Johnson Engineering, Inc. in an amount not to exceed \$26,715 for design and bid assistance of the Well No. 6 Rehabilitation Project, 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 – None****REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES**

RCC-1 Councilmember Gloria Crudgington - Excused

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 [Calling for the March 5, 2024, General Municipal Election; Requesting Consolidation with the Statewide Primary Election to be Conducted by the Los Angeles County Registrar of Voters, and Providing Regulations for Candidates; Adoption of Resolution Nos. 2023-40, 2023-41, and 2023-42](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt Resolution Nos. 2023-40, 2023-41, and 2023-42

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.

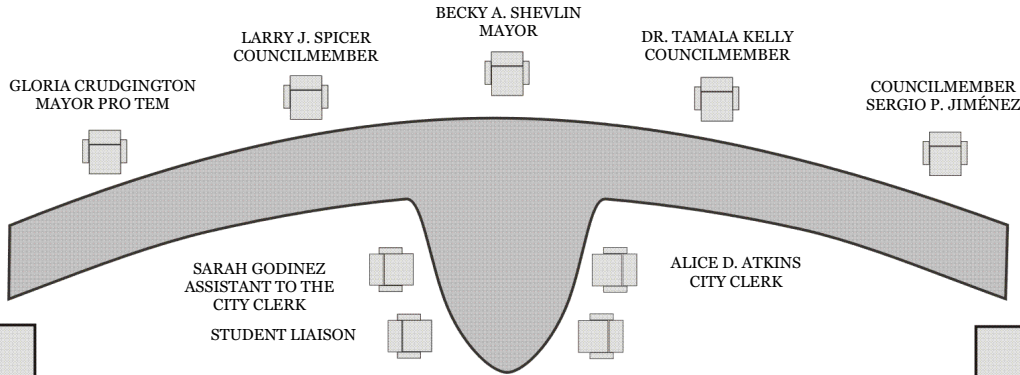
SCHEDULED MEETINGS

The next Regular Meeting of the Monrovia City Council is scheduled for Tuesday, October 17, 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 28th day of September, 2023.

Alice D. Atkins, MMC, City Clerk



DYLAN FEIK
CITY MANAGER

CRAIG A. STEELE
CITY ATTORNEY

LAUREN VASQUEZ
ASSISTANT CITY
MANAGER

ELECTED OFFICIALS

Becky A. Shevlin, Mayor | Larry J. Spicer, Mayor Pro Tem
Gloria Crudgington, Councilmember | Sergio P. Jiménez, Councilmember | Dr. Tamala Kelly, Councilmember
Alice D. Atkins, MMC, City Clerk | Janet Wall, City Treasurer

APPOINTED OFFICIALS

Dylan Feik, City Manager | Craig A. Steele, City Attorney

DEPARTMENT DIRECTORS

Lauren Vasquez, Assistant City Manager | Buffy Bullis, Administrative Services Director
Craig Jimenez, Community Development Director | Tina Cherry, Community Services Director | Alex Tachiki, Public Works Director
Jeremy Sanchez, Fire Chief | Alan Sanvictores, Police Chief

CITY OF MONROVIA FACILITIES

City Hall Hours: 7:00 A.M. - 6:00 P.M., Monday – Thursday; 7:00 A.M. – 5:30 P.M., Friday

Website: <https://www.cityofmonrovia.org> | Email: cityhall@ci.monrovia.ca.us

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| City Hall | 415 S. Ivy Avenue | 932-5550 | Police Department | 140 E. Lime Avenue | 256-8000 |
| 24-Hour | Automated Attendant Number | 932-5555 | Fire Department | 141 E. Lemon Avenue | 256-8181 |
| EMERGENCY 9-1-1 | CELL WATCH | 357-CELL | Public Works Corp. Yard | 600 S. Mountain Avenue | 932-5575 |
| Main Fax | | 932-5520 | Community Center | 119 W. Palm Avenue | 256-8246 |
| | | | Public Library | 321 S. Myrtle Avenue | 256-8274 |

City of Monrovia Organizational Chart

