

# MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

## Welcome to the Monrovia City Council Meeting Tuesday, October 17, 2023, 7:30 P.M.



76<sup>th</sup> 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](http://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](mailto: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](mailto:cityclerk@ci.monrovia.ca.us) prior to the close of the Public Hearing.

**BY ZOOM OR BY PHONE -** To provide comments from your computer, laptop, or smartphone, contact the City Clerk's Office at [cityclerk@ci.monrovia.ca.us](mailto:cityclerk@ci.monrovia.ca.us). Staff will provide the necessary Zoom Meeting ID and password as soon as feasible. Please be advised that responses may be delayed if the request is made after the meeting begins.

**NOTE:** Due to technology limitations with live broadcasting, Zoom participation will include audio only. There will be no video available for Zoom participants. 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. Comments will be limited to three minutes and must be within the subject matter jurisdiction of the City Council.

**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, and will not consider comments on items that are not within the subject matter jurisdiction of the City Council. Comments that disrupt the meeting will not be tolerated.**

**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 time frame determined by the City for the item.

**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 maximum five (5) minute time frame to be heard on the specific issue, with no rebuttal time.

REGULAR MEETING  
of the 76<sup>th</sup>  
MONROVIA CITY COUNCIL  
City Council Chambers  
415 South Ivy Avenue  
Tuesday, October 17, 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

PLEDGE OF ALLEGIANCE Councilmember Sergio P. Jiménez

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 [Proclaiming October 21, 2023 as Make a Difference Day](#)  
Staff Reference: Macy Gracia, Director of Volunteer Center of San Gabriel Valley

PR-2 Pasadena Humane Pet of the Month  
Staff Reference: Kevin McManus, Pasadena Humane, Public Relations & Communications Manager

STUDENT GOVERNMENT REPRESENTATIVE REPORT – Student Liaison Guadalupe Hilario

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 October 3, 2023, Regular Meeting of the Monrovia City Council](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt the Minutes of the October 3, 2023, Regular Meeting of the Monrovia City Council

CC-2 [Payroll No. 21 in the Net Amount of \\$737,644.36, and Warrant Registers dated October 5 and October 12, 2023, in the Total Amounts of \\$772,402.09 and \\$341,812.30, Respectively](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Approve Payroll No. 21 in the net amount of \$737,644.36, and Warrant Registers dated October 5 and October 12, 2023, in the total amounts of \$772,402.09 and \$341,812.30, respectively

CC-3 [Amendments to Consultant Services Agreements dated October 6, 2020, with Bureau Veritas North America, Inc., and The Code Group, Inc., dba VCA Code to Provide As-Needed Plan Review, Inspection, and Consulting Services for the Period Ending September 30, 2024, with One \(1\) One-Year Option to Extend Remaining](#)

Staff Reference: Greg Boyajian, Building & Safety Division Manager

Recommendation: Approve Amendments to the Consultant Services Agreements dated October 6, 2020, with Bureau Veritas North America, Inc., and The Code Group, Inc., dba VCA Code to provide as-needed plan review, inspection, and consulting services for the period ending September 30, 2024, with one (1) one-year option to extend remaining, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

CC-4 [Third Amendment of the Lease and Operating Agreement dated July 1, 2018, with Community Media of the Foothills to Extend the Term Through December 31, 2023, and Provide Additional Compensation in an Amount Not to Exceed \\$95,000.00](#)

Staff Reference: Dylan Feik, City Manager

Recommendation: Approve the Third Amendment of the Lease and Operating Agreement dated July 1, 2018, with Community Media of the Foothills to extend the term through December 31, 2023, and provide additional compensation in an amount not to exceed \$95,000.00, 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

PH-1 [Historic Landmark HL-165 and Mills Act Contract MA-154 for Property Located at 423 East Foothill Boulevard by Property Owners Philip Dorn and Alexa Herzig; Resolution No. 2023-43; and Find that the Project is Categoricaly Exempt from Review under California Environmental Quality Act \(CEQA\) Guidelines Section 15331](#)

Staff Reference: John Mayer, Senior Planner

Recommendation: Adopt Resolution 2023-43

#### 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 Crudginton - Excused

RCC-2 Councilmember Sergio P. Jiménez

RCC-3 Councilmember Dr. Tamala Kelly

(a) League of California Cities Annual Conference and Expo, Sacramento, CA, September 20-22, 2023

RCC-4 Mayor Pro Tem Larry J. Spicer

(a) League of California Cities Annual Conference and Expo, Sacramento, CA, September 20-22, 2023

RCC-5 Mayor Becky A. Shevlin

(a) League of California Cities Annual Conference and Expo, Sacramento, CA, September 20-22, 2023

**ADMINISTRATIVE REPORTS - None****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, November 7, 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 13th day of October, 2023.

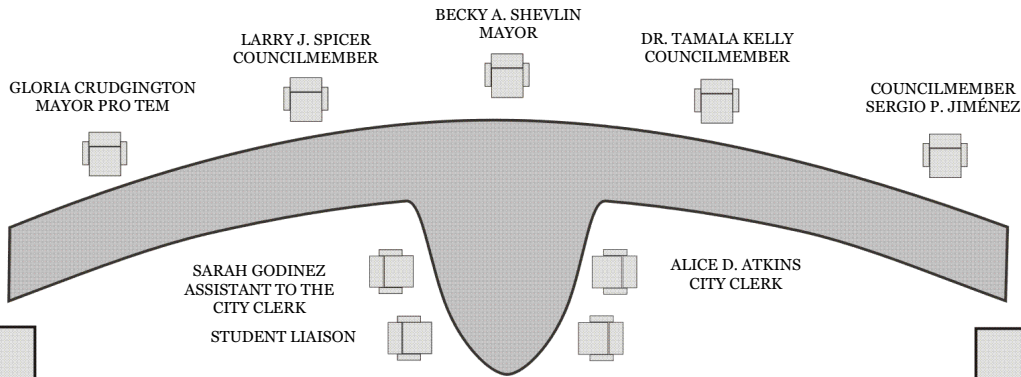
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Alice D. Atkins, MMC, City Clerk



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.





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](mailto:cityhall@ci.monrovia.ca.us)

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
<b>EMERGENCY 9-1-1</b>	<b>CELL WATCH</b>	<b>357-CELL</b>	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

