

# MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting  
Tuesday, November 7, 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, November 7, 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 Dr. Tamala Kelly
ROLL CALL	Request from Councilmember Crudgington to participate remotely pursuant to Government Code Section 54953(f)  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 [Proclaiming November 2023 as Pulmonary Hypertension Awareness Month](#)  
Staff Reference: Barbara Gholar
- PR-2 [Proclaiming November 12-19, 2023, as United Against Hate Week](#)
- PR-3 Presentation of Check by Assemblymember Chris Holden for Canyon Park

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 17, 2023, Special and Regular Meetings of the Monrovia City Council](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt the Minutes of the October 17, 2023, Special and Regular Meetings
- CC-2 [Payroll No. 22 in the Net Amount of \\$763,373.40, and Warrant Registers dated October 19, October 26 and November 2, 2023, in the Total Amounts of \\$951,666.57, \\$925,062.72 and \\$369,510.20, Respectively](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Approve Payroll No. 22 in the net amount of \$763,373.40, and Warrant Registers dated October 19, October 26 and November 2, 2023, in the total amounts of \$951,666.57, \$925,062.72 and \$369,510.20, respectively
- CC-3 [Cancellation of the January 2, 2024, and March 5, 2024, Regular City Council Meetings](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Cancel the Regular City Council Meetings of January 2, 2024, and March 5, 2024

- CC-4 [Memorandum of Agreement with the San Gabriel Valley Council of Governments and Foothill Unity Center, Inc., to Support the Establishment of a Sub-Regional Food Recovery Hub for the Period Ending April 30, 2027](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Approve the Memorandum of Agreement with the San Gabriel Valley Council of Governments and Foothill Unity Center, Inc., to support the establishment of a sub-regional food recovery hub for the period ending April 30, 2027, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Award of Contract to Pro Services General Contractors to Patch and Reseal the Playground Surface at Library Park in an Amount Not to Exceed \\$32,368.80, and Authorize a Contingency Amount Not to Exceed \\$3,236.88, for a Total Expenditure in an Amount Not to Exceed \\$35,605.68](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Approve a construction contract with Pro Services General Contractors to patch and reseal the playground surface at Library Park in an amount not to exceed \$32,368.80; authorize a contingency amount not to exceed \$3,236.88, for a total expenditure in an amount not to exceed \$35,605.68; and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Acceptance of Work, Filing Notice of Completion, and Release Retention Funds to Layne Christensen Company for the Rehabilitation of the Treatment Tower 3 and Treatment Tower 4 Booster Pumps](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Accept the work of Layne Christensen Company for the Rehabilitation of the Treatment Tower 3 and Treatment Tower 4 Booster Pumps, authorize the City Clerk to file the Notice of Completion, and direct staff to release retained funds in accordance with the contract provisions and applicable law
- CC-7 [Purchase of One \(1\) 2024 Caterpillar 430 Backhoe Loader from Quinn Cat, and Two \(2\) 2023 Chevrolet Colorado Trucks in a Total Amount Not to Exceed \\$301,121.20; Authorize a Contingency Amount Not to Exceed \\$30,112.12, for a Potential Total Expenditure Not to Exceed \\$331,233.32; Find that Negotiation Instead of Formal Quote Process Will Best Serve the City Due to the Specialized Circumstances of Vehicle Purchases](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Approve the purchase of a 2024 Caterpillar 430 backhoe loader from Quinn Cat and two (2) 2023 Chevrolet Colorado trucks in a total amount not to exceed \$301,121.20; authorize a contingency amount not to exceed \$30,112.12, for a total potential expenditure not to exceed \$331,233.32; find that negotiation instead of formal quote process will best serve the City due to the specialized circumstances of vehicles purchases currently, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [Reject All Bids and Re-solicit Bids, Subject to Pre-Qualification of Bidders, for the Canyon Park Infrastructure Improvement Project \(as Modified\), Project #G-961](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Reject the five (5) bids received for the Canyon Park Infrastructure Improvement Project, Project #G-961, and authorize staff to complete a subsequent public bid process for this project, including pre-qualification of bidders
- CC-9 [Purchase of One \(1\) 2023 Ford Explorer XLT Utility Vehicle from Envision Ford of Duarte in the Amount of \\$48,988.43 and the Installation of New Emergency Equipment by West Coast Lights and Siren in an Amount Not to Exceed \\$9,000.00](#)  
Staff Reference: Heath Harvey, Police Captain  
Recommendation: Approve the purchase of one (1) 2023 Ford Explorer Utility vehicle from Envision Ford of Duarte in the amount of \$48,988.43 and installation of new emergency equipment by West Coast Lights and Siren in the amount of \$9,000.00

- CC-10 [Service Request and Allocation of Funds in the Amount of \\$25,500.00 for Portions of the County of Los Angeles California Avenue Road Improvement Project located within the Incorporated City Boundaries](#)  
 Staff Reference: Alex Tachiki, Public Works Director  
 Recommendation: Authorize staff to submit a Service Request to the County of Los Angeles and allocate \$25,500.00 for portions of the California Avenue Road Improvement Project that fall within the incorporated boundaries of the City, and authorize the City Manager to execute the necessary project documents in a form approved by the City Attorney
- CC-11 [Consent to Assignment and Acknowledgement of Assigned Contract for the Transfer of the City's Agreements with Empire Transportation, Inc. for the Provision of ADA Compliant Accessible Transportation Services and After School Youth Sports Program Participants, to Pro Park, LLC, for the Period Ending June 30, 2026](#)  
 Staff Reference: Alex Tachiki, Public Works Director  
 Recommendation: Authorize the City Manager to execute the Consent to Assignment and Acknowledgement of Assigned Contract for the transfer of the City's Agreements with Empire Transportation, Inc. , for the provision of ADA compliant accessible transportation services and After School Youth Sports program participants to Pro Park, LLC, for the period ending June 30, 2026, in a form approved by the City Attorney
- CC-12 [Temporary Appointment of a Retired Annuitant to Fill the Neighborhood and Business Services Division Manager Position in the Community Development Department Pursuant to Government Code Section 21221\(h\); Resolution No. 2023-44](#)  
 Staff Reference: Lauren Vasquez, Assistant City Manager  
 Recommendation: Adopt Resolution No. 2023-44
- CC-13 [Consultant Service Agreement with Michael Baker International, Inc., for Temporary Contract Planning Services in an Amount Not to Exceed \\$60,000.00 for the Period Ending February 29, 2024, With One \(1\) Three-Month Option to Extend](#)  
 Staff Reference: Craig Jimenez, Director  
 Recommendation: Approve an agreement with Michael Baker International, Inc., to provide temporary contract planning services in an amount not to exceed \$60,000 for the period ending February 29, 2024, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-14 [Advisory for Limited City Operations December 25, 2023, through January 1, 2024](#)  
 Staff Reference: Lauren Vasquez, Assistant City Manager  
 Recommendation: Receive and file the report

#### 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 Public Safety and Maintenance Activities at Station Square Park**

Staff Reference: Dylan Feik, City Manager

**RCM-3 Municipal Water System Compliance Related to Per- and Polyfluoroalkyl Substances (PFAS)**

Staff Reference: Alex Tachiki, Public Works Director

**RCM-3 March 5, 2024 Election Update**

Staff Reference: Alice Atkins, City Clerk

**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 [Amendment to Title 2 \(Administration and Personnel\) and Title 15 \(Buildings and Construction\) of the Monrovia Municipal Code Pertaining to the Art in Public Places Ordinance; Introduction and First Reading of Ordinance No. 2023-04](#)**

Staff Reference: Craig Jimenez, Director

Recommendation: Introduce, waive further reading, and read by title only Ordinance No. 2023-04

**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 21, 2023, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT****IN MEMORY OF**

Dr. Wayne Dickason, Step-Father of Community Garden Director Dr. Kristen Ritzau

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 3rd day of November, 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.

