

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.



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 Giggie 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 - To provide comments from your computer, laptop, or smartphone, contact the City Clerk's Office at 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 76th
MONROVIA CITY COUNCIL
City Council Chambers
415 South Ivy Avenue
Tuesday, November 21, 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 Violet Eve Gally, Born November 15, 2023, to Kurt and Tiffany Gally

INVOCATION

PLEDGE OF ALLEGIANCE Councilmember Sergio P. Jiménez

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 [Proclaiming November as Family Court Awareness Month](#)

Staff Reference: Sandy Ross, Executive Director for Family Court Awareness Month

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 November 3, 2023, Special Meeting and the November 7, 2023, Special and Regular Meetings of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the November 3, 2023, Special Meeting and the November 7, 2023, Special and Regular Meetings

CC-2 [Payroll No. 23 in the Net Amount of \\$780,913.47, and Warrant Registers dated November 9 and November 16, 2023, in the Total Amounts of \\$446,480.81 and \\$833,486.55, Respectively](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll No. 23 in the net amount of \$780,913.47, and Warrant Registers dated November 9, and November 16, 2023, in the total amounts of \$446,480.81 and \$833,486.55, respectively

CC-3 [Amending Title 2 \(Administration and Personnel and Title 15 \(Buildings and Construction\) of the Monrovia Municipal Code Pertaining to Art in Public Places; Adoption of Ordinance No. 2023-04](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt Ordinance No. 2023-04

- CC-4 [Purchase of Five \(5\) Rectangular Rapid Flashing Beacons from NexTech Systems, Inc., additional signage, and installation in a total Amount Not to Exceed 54,332.44; Approval of a Project Contingency in an amount not to Exceed \\$5,400.00; Approve the Project Design](#)
 Staff Reference: Alex Tachiki, Public Works Director
 Recommendation: Approve the purchase of five (5) Rectangular Rapid Flashing Beacons from NexTech Systems, Inc., in an amount not to exceed \$48,063.40; authorize \$2,732.73 for the purchase of signs and hardware, \$3,536.31 for installation, and a contingency in an amount not to exceed \$5,400.00; approve the project design as proposed; find the Project is Categorically Exempt from review under California Environmental Quality Act; and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Agreement with Mindbase, LLC for the Mindbase Proactive Peer Support Platform for Monrovia Fire & Rescue Department and Monrovia Police Department, in an Amount Not to Exceed \\$12,721.00 Annually with Future Renewals in the Discretion of the City Manager](#)
 Staff Reference: Jeremy Sanchez, Fire Chief and Sarah Covarrubias, Police Captain
 Recommendation: Approve the agreements with Mindbase, LLC, for the Mindbase Proactive Peer Support Platform for Monrovia Fire & Rescue Department and Monrovia Police Department, in an amount not to exceed \$12,721.00 annually, , authorize the City Manager to agree to renewals, in their discretion, so long as the subscription price increase does not exceed five percent (5%) of the previous year's subscription rate, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Agreement with Pyro Spectaculars, Inc., in the Amount of \\$31,815.00 for Production of the 2024 Fourth of July Fireworks Show](#)
 Staff Reference: Rebecca Sandoval, Recreation Manager
 Recommendation: Approve an agreement with Pyro Spectaculars, Inc., for production of the 2024 Fourth of July fireworks show in the amount of \$31,815.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Approval and Adoption of a Bidder Pre-Qualification Policy and Documents for Public Works Projects, Resolution No. 2023-48](#)
 Staff Reference: Alex Tachiki, Public Works Director
 Recommendation: Adopt Resolution No. 2023-48
- CC-8 [Lease and Installation of Ten \(10\) Automated License Plate Readers \(ALPR\) from Flock Group, Inc., in the Amount of \\$28,500.00 in Year One and \\$25,000.00 for Subsequent Years](#)
 Staff Reference: Alan Sanvictores, Chief of Police
 Recommendation: Approve the lease and installation of ten (10) Automated License Plate Readers from Flock Group, Inc., in the amount not to exceed \$28,500.00 for first year and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-9 [Task Order No. 110 under the Agreement dated June 20, 2023, with Merrell Johnson Engineering, Inc., in an Amount Not to Exceed \\$249,988, for Design and Bid Assistance of the Peck Road Street Improvement Project](#)
 Staff Reference: Alex Tachiki, Public Works Director
 Recommendation: Approve Task Order No. 110 under the Agreement dated June 30, 2023, with Merrell Johnson Engineering, Inc. in an amount not to exceed \$249,988 for design and bid assistance of the Peck Road Street Improvement 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 (3) 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 Update on SB 1383 and Recap of Municipal Services

Staff Reference: Jessica Alvarenga, Director of Government Affairs, Athens Services

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

RCC-1 Councilmember Gloria Crudgington

RCC-2 Councilmember Sergio P. Jiménez

(a) 2023 Art in Public Places Ornament

(b) 2023 Make a Difference Day Recap

RCC-3 Councilmember Dr. Tamala Kelly

RCC-4 Mayor Pro Tem Larry J. Spicer

RCC-5 Mayor Becky A. Shevlin

ADMINISTRATIVE REPORTS

AR-1 [Purchase and Sale Agreement with Old Town Office Retail \(Motor\), LLC for the City to Purchase the Commercial Building Located at 324-328 South Myrtle Avenue for \\$6,000,000.00](#)

Staff Reference: Dylan Feik, City Manager

Recommendation: Approve the proposed Purchase & Sale Agreement with Old Town Office Retail (Motor), LLC., for purchase of the building at 324-328 South Myrtle Avenue in an Amount not to Exceed \$6,000,000.00, and authorize the City Manager to execute all necessary documents in a form approved by the City Attorney

AR-2 [Fiscal Year 2023-2024 Budget Update, Resolution No. 2023-46; Fiscal Year 2023-2024 Schedule of Fees and Charges Update, Resolution No. 2023-47; and Fiscal Year 2023-2024 Part-time Compensation Adjustment](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Adopt Resolution Nos. 2023-46 and 2023-47; and approve the Fiscal Year 2023-24 Part-time Compensation Program

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, December 5, 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 17th day of November, 2023.

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 626-932-5505. 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.

