

# MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting  
Tuesday, January 16, 2024, 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, January 16, 2024  
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.

Pursuant to Government Code Section 84308, any party to a City proceeding must disclose on the record any campaign contributions made to a member of the City Council (or commission) in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party's agent and aggregated contributions from persons or entities related to the party. Please make the disclosure as soon as possible, but not later than the beginning of the proceeding. *The agenda indicates when Government Code § 84308 applies to an agenda item.*

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 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

PR-1 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 December 19, 2023, Special and Regular Meetings of the Monrovia City Council](#)

Government Code § 84308 applies: No

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the December 19, 2023, Special and Regular Meetings of the Monrovia City Council

CC-2 [Payroll Nos. 26 and 1 in the Net Amount of \\$775,220.81 and \\$877,395.85, and Warrant Registers dated December 21, January 4, and January 11 2024, in the Total Amounts of \\$1,410,910.38, \\$623,963.69, and \\$593,813.13, Respectively](#)

Government Code § 84308 applies: No

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll Nos. 26 and 1 in the net amount of \$775,220.81 and \$877,395.85, and Warrant Registers dated December 21, January 4, and January 11, 2024, in the total amounts of \$1,410,910.38, \$623,963.69, and \$593,813.13 respectively

- CC-3 [Destruction of Certain Departmental Records; Resolution No. 2024-05](#)  
 Government Code § 84308 applies: No  
 Staff Reference: Alice Atkins, City Clerk  
 Recommendation: Adopt Resolution No. 2024-05
- CC-4 [Acceptance of Work, Filing Notice of Completion, and Release Retention Funds to Danny Ryan Precision Contracting, Inc., dba ADEP Precision Contracting for the Abatement and Disposal of Lead-Based Paint Related to the Historic Museum Painting and Repairs Project, Project #91024](#)  
 Government Code § 84308 applies: Yes  
 Staff Reference: Alex Tachiki, Public Works Director  
 Recommendation: Accept the work of Danny Ryan Precision Contracting, Inc. dba ADEP Precision Contracting for the Abatement and Disposal of Lead-based Paint related to the Historic Museum Painting and Repairs Project, Project #91024, 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-5 [Acceptance of Work, Filing Notice of Completion, and Release Retention Funds to Shade Structures, Inc., dba USA Shade & Fabric Structures for the Library Park Playground Shade Structure Installation Project](#)  
 Government Code § 84308 applies: Yes  
 Staff Reference: Alex Tachiki, Public Works Director  
 Recommendation: 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-6 [Task Order No. 30 under the On-Call Consultant Services Agreement dated June 21, 2022, with Stetson Engineers, Inc., Related to a Feasibility Study for Removal of the City of Monrovia's May Avenue Reservoir in an Amount Not to Exceed \\$40,000.00](#)  
 Government Code § 84308 applies: Yes  
 Staff Reference: Alex Tachiki, Public Works Director  
 Recommendation: Approve task order No. 30 with Stetson Engineers, Inc., to conduct a feasibility study related to removal of the City's May Avenue Reservoir in an amount not to exceed \$40,000.00, and to authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Side Letter of Agreement to the Mid-Management Employees Memorandum of Understanding \("MOU"\) Related to Water Distribution System and Water Treatment Operator Certification Pay](#)  
 Government Code § 84308 applies: No  
 Staff Reference: Lauren Vasquez, Assistant City Manager  
 Recommendation: Approve the Side Letter of Agreement to the Mid-Management Employees Memorandum of Understanding
- CC-8 [Naming New Park at 1111 Encino Avenue as "Satoru Tsuneishi Park"](#)  
 Government Code § 84308 applies: No  
 Staff Reference: Tina Cherry, Director  
 Recommendation: Approve "Satoru Tsuneishi Park" as the name for the new City park located at 1111 Encino Avenue, and authorize the City Manager to execute any 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. Comments that disrupt the meeting will not be tolerated.

## PUBLIC HEARINGS/MEETINGS

PH-1 [Proposed 50th Year \(Fiscal Year 2024-2025\) Community Development Block Grant \(CDBG\) Programs; Resolution No. 2024-02](#)

Government Code § 84308 applies: No

Staff Reference: Jessie Woo, Neighborhood Services Program Coordinator

Recommendation: Adopt Resolution No. 2024-02

PH-2 [Fiscal Year 2022-2023 Annual Mitigation Fee Report and Traffic Impact Fee \(TIF\) Update; and CEQA Exemption Finding; Resolution No. 2024-01](#)

Government Code § 84308 applies: No

Staff Reference: Craig Jimenez, Community Development Director

Recommendation: Find that the Project is statutorily exempt from review under CEQA and adopt Resolution No. 2024-01

PH-3 [Amendments to Title 2 \(Administration and Personnel\) and Title 17 \(Zoning\) of the Monrovia Municipal Code to Streamline the Review of Multiple-family Residential Development in the Multiple-Family Residential and Neighborhood Commercial Zones; Introduction and First Reading of Ordinance No. 2024-01](#)

Government Code § 84308 applies: No

Staff Reference: John Mayer, Senior Planner

Recommendation: Introduce, waive further reading, and read by title only Ordinance No. 2024-01

## REPORTS OF CITY MANAGER AND STAFF

RCM-1 [City Council Directives Update](#)

Staff Reference: Dylan Feik, City Manager

RCM-2 [Acceptance of General Fund Grant Funds for Canyon Park Repair Project, Resolution No. 2024-08](#)

Government Code § 84308 applies: No

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  
(a) San Gabriel Valley Care Update

RCC-4 Mayor Pro Tem Larry J. Spicer

RCC-5 Mayor Becky A. Shevlin

## ADMINISTRATIVE REPORTS

AR-1 [Amendment to Monrovia Municipal Code Section 2.12.030 Related to City Council Compensation Pursuant to SB 329, Introduction and First Reading of Ordinance No. 2024-02](#)

Government Code § 84308 applies: No

Staff Reference: Dylan Feik, City Manager

Recommendation: Introduce, waive further reading, and read by title only Ordinance No. 2024-02

AR-2 [Authorization to Issue a Proposition 218 Notice of Public Hearing Regarding Proposed Adjustments for Sewer and Water Fees, Resolution Nos. 2024-03 and 2024-04](#)

Government Code § 84308 applies: No

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Adopt Resolution No. 2024-03 and Resolution 2024-04

## 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, February 6, 2024, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

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

Katie Cannon, Monrovia Canyon Park Volunteer

Elizabeth Benson, Niece of Mayor Becky and Chris Shevlin

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 12th day of January, 2024.

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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.

