

# MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting  
Tuesday, February 6, 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, February 6, 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	Police Chaplain Terrence Brown
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 February 2024 as "Black History Month"](#)  
Staff Reference: Barbara Gholar, Monrovia Duarte Black Alumni Association

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 January 16, 2024, Special and Regular Meetings of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the January 16, 2024, Special and Regular Meetings of the Monrovia City Council

CC-2 [Payroll Nos. 2 and 3 in the Net Amount of \\$865,244.12, and \\$804,021.37, Respectively, and Warrant Registers dated January 18, January 25, and February 1, 2024, in the Total Amounts of \\$1,394,223.94, \\$1,233,598.96, and \\$ 301,873.39, Respectively](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll Nos. 2 and 3 in the net amount of \$865,244.12 and \$804,021.37, respectively, and Warrant Registers dated January 18, January 25, and February 1, 2024, in the total amounts of \$1,394,223.94, \$1,233,598.96, and \$ 301,873.39 respectively

- CC-3 [Adoption of Updated Conflict of Interest Code to Include Positions that must be Designated, Resolution No. 2024-07](#)  
Staff Reference: Alice D. Atkins, City Clerk  
Recommendation: Adopt Resolution No. 2024-07
- CC-4 [Award of Contract to Landscape Structures Inc., for the Rotary Park Playground Renovation Project in an Amount Not to Exceed \\$432,112.37; Approval of a Contingency Amount not to Exceed \\$43,000.00; for a total Project Budget in an Amount not to Exceed \\$475,112.37; and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act](#)  
Staff Reference: Tina Cherry, Community Services Director  
Recommendation: Award a contract to Landscape Structures Inc., for the Rotary Park Playground Renovation Project in an amount not to exceed \$432,112.37; approve a contingency amount not to exceed \$43,000.00; for a total Project Budget in an Amount not to Exceed \$475,112.37; 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 Managed Career Solutions, SPC, under the Employment Development Department and the National Dislocated Workers Grant, for Trail Maintenance in Canyon Park and the Hillside Wilderness Preserve for the Period Ending December 31, 2024](#)  
Staff Reference: Tina Cherry, Community Services Director  
Recommendation: Approve the Agreement with Managed Career Solutions, SPC, for the period ending December 31, 2024, 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 Pro Services General Contractors for the Patch and Reseal of the Playground Surface at Library Park](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Accept the work of Pro Services General Contractors for the Patch and Reseal of the Playground Surface at Library Park, 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 [Consultant Services Agreement with Perkins Eastman Architects, D.P.C., for Professional Design Services Related to the Monrovia Community Center Renovation Project in an Amount Not to Exceed \\$1,878,000; and Approve a Contingency in an Amount Not to Exceed \\$187,800](#)  
Staff Reference: Tina Cherry, Community Services Director  
Recommendation: Approve a Consultant Services Agreement with Perkins Eastman for the professional design services of plans, specifications, and construction estimates for the Monrovia Community Center Renovation Project in an amount not to exceed \$1,878,000.00; approve a contingency in an amount not to exceed \$187,000.00; and authorize an appropriation of \$2,065,800.00 from the CIP Fund towards this project, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [2022-2023 California Public Library Survey Annual Report](#)  
Staff Reference: Tina Cherry, Community Services Director  
Recommendation: Receive and file the 2022-2023 California Public Library Survey annual report
- CC-9 [Subrecipient Agreement between the County of Los Angeles and the City of Monrovia for Acceptance of 2022 State Homeland Security Grant Program Funds in the Amount of \\$50,000.00](#)  
Staff Reference: Jeremy Sanchez, Fire Chief  
Recommendation: Approve the Subrecipient Agreement between Los Angeles County and the City of Monrovia related to the 2022 State Homeland Security Grant Program funds in the amount of \$50,000.00, and authorize the City Manager or his designee to accept and expend any additional 2022 SHGP funds that may become available and execute the necessary documents

- CC-10 [Amendment No. 1 to the Consultant Services Agreement with Michael Baker International, Inc., dated November 7, 2023, to Extend Temporary Contract Planning Services Through the Period Ending April 30, 2024, in an Total Amount Not to Exceed \\$135,000, With One \(1\) Three-Month Option to Extend](#)  
 Staff Reference: Craig Jimenez, Director  
 Recommendation: Approve an amendment to the agreement with Michael Baker International, Inc., to provide temporary contract planning services in an amount not to exceed \$135,000 for the period ending April 30, 2024, with one (1) three-month option to extend, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-11 [One-Year Time Extension on the Approval of Vesting Tentative Tract Map No. 82571 and Conditional Use Permit CUP2019-0016 for the Consolidation of Thirteen Parcels into One \(1\) 3.30 Acre Site and the Construction of the Arroyo at Monrovia Station Mixed-Use Development Located at 202-238 West Evergreen Avenue; 1551 South Primrose Avenue; and 1610 South Magnolia Avenue; Resolution No. 2024-09, by Evergreen Investment Partners, LLC \(Matt Waken\)](#)  
 Staff Reference: Sheri Bermejo, Planning Manager  
 Recommendation: Adopt Resolution No. 2024-09
- CC-12 [Task Order No. 31 Under the Current On-Call Consultant Services Agreement dated June 21, 2022, with Stetson Engineers Inc., Related to the Design of PFAS and VOC Treatment for Expanded Design Modifications Needs and Procurement Assistance in the Amount of \\$29,600.00](#)  
 Staff Reference: Alex Tachiki, Public Works Director  
 Recommendation: Approve task order No. 31 with Stetson Engineers Inc. related to the design of PFAS and VOC treatment to include expanded design modifications needs and procurement assistance in the amount of \$29,600.00, and to authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-13 [Fourth Amendment of the Lease and Operating Agreement dated July 1, 2018, with Community Media of the Foothills to Extend the Term Through June 30, 2024, in an Amount Not to Exceed \\$95,000.00](#)  
 Staff Reference: Dylan Feik, City Manager  
 Recommendation: Approve the Fourth Amendment of the Lease and Operating Agreement dated July 1, 2018, with Community Media of the Foothills to extend the term through June 30, 2024 at the compensation rate of \$15,833.34 per month, not to exceed \$95,000.00 for the extended term, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-14 [Lease of LVT Portable D3 Camera Unit from LiveView Technologies \(LVT\) in an Amount not to Exceed \\$30,600.00](#)  
 Staff Reference: Heath Harvey, Police Captain  
 Recommendation: Approve a one-year lease of the LVT Portable D3 Camera Unit from Light View Technologies in the amount of \$30,600.00, 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. Comments that disrupt the meeting will not be tolerated.

**PUBLIC HEARINGS/MEETINGS****PH-1 [Continued from January 16, 2024, Proposed 50th Year \(Fiscal Year 2024-2025\) Community Development Block Grant \(CDBG\) Programs; Resolution No. 2024-02](#)**

Staff Reference: Craig Jimenez, Director

Recommendation: Adopt Resolution No. 2024-02

**PH-2 [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](#)**

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

**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 Monrovia Municipal Code Section 2.12.030 Related to City Council Compensation Pursuant to SB 329, Second Reading of Ordinance No. 2024-02, and Elected City Clerk and City Treasurer Compensation, Resolution 2024-06](#)**

Staff Reference: Dylan Feik, City Manager

Recommendation: Adopt Ordinance No. 2024-02 and adopt Resolution 2024-06

**AR-2 [Expenditure of Art in Public Places Funds in an Amount not to Exceed \\$19,500.00 for Installation of the Pat Ostrye Neighborhood Treasure Landmark by Joy Bushmeyer](#)**

Staff Reference: Craig Jimenez, Director

Recommendation: Authorize the expenditure in an amount not to exceed \$19,500.00 from the Art in Public Places fund for the installation of a Neighborhood Treasures Landmark recognizing Pat Ostrye, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

**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 20, 2024, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT**

IN MEMORY OF

John W. Carlson, Sr., longtime resident and father of Library Board Member John Wayne Carlson  
Linda Bryan, wife of former Fire Chief Peter Bryan

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 1st day of February, 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.

