

MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting
Tuesday, April 16, 2024, 7:30 P.M.



77th CITY COUNCIL

Becky A. Shevlin
Mayor

Larry J. Spicer
Mayor Pro Tem

Edward Belden
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)
- 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 77th
MONROVIA CITY COUNCIL
City Council Chambers
415 South Ivy Avenue
Tuesday, April 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 Edward Belden

ROLL CALL Councilmembers Edward Belden, 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

PR-2 [Proclaiming April 22, 2024 as "Earth Day" and April 26, 2024, as "Arbor Day"](#)

Accepting: Karen Suarez, California Native Plant Society

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 March 19, 2024, Special and Regular Meetings, and April 2, 2024, Regular Meeting of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the March 19, 2024, Special and Regular Meetings, and April 2, 2024, Regular Meeting of the Monrovia City Council

CC-2 [Payroll No. 7 in the Net Amount of \\$820,803.36, and Warrant Registers dated April 4 and April 11, 2024, in the Total Amounts of \\$1,209,571.30 and \\$1,446,589.75](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll No. 7 in the net amount of \$820,803.36, and Warrant Registers dated April 4 and April 11, 2024, in the total amounts of \$1,209,571.30 and \$1,446,589.75

- CC-3 [Consenting to the Inclusion of the Property Located at 1333 South Mayflower Avenue, Monrovia, California in the California Statewide Communities Development Authority Community \(CSCDA\) Open Property Assessed Clean Energy \(PACE\) Program; and Other Matters Related Thereto; Resolution No. 2024-25](#)
Staff Reference: Dylan Feik, City Manager
Recommendation: Adopt Resolution No. 2024-25
- CC-4 [Consideration of Consultant Services Agreement with Care Solace, Inc., for On-Call Mental Health Care Coordination Services for the Period May 1, 2024, through June 30, 2026, in an amount not to exceed \\$65,000, with One \(1\) Two-Year Option to Extend](#)
Staff Reference: Dylan Feik, City Manager
Recommendation: Approve the Consultant Services Agreement with Care Solace, Inc., for on-call mental health care coordination services for the period May 1, 2024, through June 30, 2026, in an amount not to exceed \$65,000, with one (1) two-year option to extend, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Memorandum of Agreement between the City of Monrovia, Monrovia Unified School District, and Centre Stage, Inc., for the 2024 Monrovia Days Community Festival](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve a Memorandum of Understanding with Monrovia Unified School District and Centre Stage, Inc., related to the 2024 Monrovia Days Community Festival and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Purchase and Installation of New Furniture for Monrovia Public Library by Yamada Enterprises in an Amount not to Exceed \\$44,720.00, Approve a Contingency in an Amount not to Exceed \\$4,472.00](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve the purchase and installation of new furniture by Yamada Enterprises in an amount not to exceed \$44,720.00, approve a contingency in an amount not to exceed \$4,472.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Software License and Automated Meter Interface Maintenance Agreement with Zenner USA for Ongoing Maintenance and Support Services for the Period Ending April 15, 2025, and Payment of \\$26,826.20 for Equipment and Services Provided Pursuant to the Pilot Agreement dated May 3, 2022](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Approve a Software License and Automated Meter Interface Maintenance Agreement with Zenner USA for the Period Ending April 15, 2025, approve payment of \$26,826.20 for equipment and services provided pursuant to the Pilot Agreement dated May 3, 2022, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [Amendment No. 6 to the Consultant Services Agreement with The Sauce Creative Services dated July 1, 2018, Related to the Design and Production of the Monrovia Today and On-Call Design and Printing Services for City Events and Programs for the Period Ending June 30, 2025, in an Amount Not to Exceed \\$123,000; find that the negotiated agreement is exempt from the City's Purchasing requirements pursuant to Monrovia Municipal Code 3.24.120\(A\)\(3\)](#)
Staff Reference: Lauren Vasquez, Assistant City Manager
Recommendation: Approve amendment No. 6 to the Consultant Services Agreement with The Sauce dated July 1, 2018 for the design and production of the Monrovia Today and on-call creative design services for the period ending June 30, 2024, in an amount not to exceed \$123,000.00, find that the contract is exempt from the City's purchasing requirements under Monrovia Municipal Code 3.24.120(A)(3), and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- CC-9 [Agreement with California Watershed Engineering for National Pollutant Discharge Eliminations System \(NPDES\) Industrial/Commercial Facility Storm Water Inspections in an Amount Not to Exceed \\$53,261.00 for the period ending October 31, 2024](#)
 Staff Reference: Alex Tachiki, Public Works Director
 Recommendation: Approve the Agreement with California Watershed Engineering in an amount not to exceed \$53,261.00 for the period ending October 31, 2024, and to authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-10 [Fourth Amendment to Legal Services Agreement with Richards, Watson & Gershon](#)
 Staff Reference: Dylan Feik, City Manager
 Recommendation: Approve the attached Fourth Amendment to the Legal Services Agreement between the City of Monrovia and Richards, Watson & Gershon and authorize the Mayor to execute it on behalf of the City
- CC-11 [Extension of Application Period to Fill an Unscheduled Vacancy on the Community Services Commission](#)
 Staff Reference: Alice Atkins, City Clerk
 Recommendation: Extend the application period for the unscheduled vacancy on the Community Services Commission to May 1, 2024
- CC-12 [Reviewing and Extending the Proclamations of Local Emergency for the December 13, 2021, Rain Storm Event; and the Rain Storm Event Beginning on January 8, 2023; Resolution No. 2024-26](#)
 Staff Reference: Dylan Feik, City Manager
 Recommendation: Adopt Resolution No. 2024-26

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. Comments that disrupt the meeting will not be tolerated.

PUBLIC HEARINGS/MEETINGS – None

REPORTS OF CITY MANAGER AND STAFF

- RCM-1 [City Council Directives Update](#)
 Staff Reference: Dylan Feik, City Manager
- RCM-2 MAP 14th Annual Neighborhood Conference
 Staff Reference: Paulina Reyes, Neighborhood Services Administrative Assistant
- RCM-3 Update on Municipal Water System Compliance Related to Per- and Polyfluoroalkyl Substances (PFAS)
 Staff Reference: Alex Tachiki, Public Works Director

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

- RCC-1 Councilmember Edward Belden
- 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
 (a) Reorganization / Council Assignments

ADMINISTRATIVE REPORTS

- AR-1 [Cost Recovery Adjustments Related to Development Applications and Collections Processing, Resolution No. 2024-17](#)
Staff Reference: Rae Bowman, Deputy Director
Recommendation: Adopt Resolution No. 2024-17
- AR-2 [Amendment to Title 2 \(Administration and Personnel\), and Title 5 \(Business Taxes, Licenses and Regulations\) of the Monrovia Municipal Code to establish operational requirements for nonconforming automotive repair businesses; Introduction and First Reading of Ordinance No. 2024-06](#)
Staff Reference: Krystina Livraga, Code Enforcement Officer
Recommendation: Introduce, waive further reading and read by title only Ordinance No. 2024-06
- AR-3 [Exclusive Franchise Agreement with Raw Inspiration, Inc., to Operate the Monrovia Farmers Market at Station Square for the Period Ending June 30, 2029, with Five \(5\) One-Year Options to Extend](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve the Exclusive Franchise Agreement with Raw Inspiration, Inc., for operation of the Monrovia Farmers Market at Station Square for the period ending June 30, 2029, with five (5) one-year extensions, 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, May 7, 2024, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT

IN MEMORY OF

Joanne Mackay, Mother-in-Law of Library Boardmember Nathan Allen

Ray Wheeler, Husband of Former Foothill Unity Center Executive Director Joan Whitenack

Sherman Jaffe, Longtime Resident and Monrovia Kiwanis Member

Ronnie Lewis, Longtime Senior Club Member

Margaret Pottenger, Daughter of Historic Pottenger Sanatorium founder Francis M. Pottenger

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 April, 2024.

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.

