

MONROVIA CITY COUNCIL AGENDA

City Council Chambers

415 South Ivy Avenue, Monrovia, California 91016

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



77th CITY COUNCIL

Becky A. Shevlin
Mayor

Dr. Tamala Kelly
Mayor Pro Tem

Edward Belden
Councilmember

Sergio P. Jiménez
Councilmember

Larry J. Spicer
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, May 7, 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 report 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 Edward Belden, Sergio P. Jiménez, Larry J. Spicer, Mayor Pro Tem Dr. Tamala Kelly, and Mayor Becky A. Shevlin

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

PR-1 [Proclaiming May 2024 as “Mental Health Awareness Month”](#)

PR-2 [Proclaiming May 2024 as “Asian-American and Pacific Islander Heritage Month”](#)

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 April 10, 2024, Special Meeting, and April 16, 2024, Regular and Special Meetings of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the April 10, 2024, Special Meeting, and April 16, 2024, Regular and Special Meetings of the Monrovia City Council

CC-2 [Payroll Nos. 8 and 9 in the Net Amount of \\$781,544.83 and \\$871,118.58, and Warrant Registers dated April 11, April 18, and April 25, 2024, in the Total Amount of \\$1,446,589.75, \\$631,034.86, and \\$765,785.29, Respectively](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll Nos. 8 and 9 in the net amount of \$781,544.83 and \$871,118.58, and Warrant Registers dated April 11, April 18, and April 25, 2024, in the total amount of \$1,446,589.75, \$631,034.86, and \$765,785.29, respectively

- CC-3 [Amending Title 2 \(Administration and Personnel\) and Title 17 \(Zoning\) of the Monrovia Municipal Code to Streamline the Review of Multi-Family Residential Development in the Multiple-Family Residential and Neighborhood Commercial Zones; Adoption of Ordinance No. 2024-01](#)
Staff Reference: Craig Jimenez, Director
Recommendation: Adopt Ordinance No. 2024-01
- CC-4 [Amending Title 2 \(Administration and Personnel\) and Title 5 \(Business Taxes, Licenses and Regulations\) of the Monrovia Municipal Code by Adding a New Chapter 5.84 to Establish Operational Requirements for Nonconforming Automotive Repair Businesses, Amending Related Provisions of the Monrovia Municipal Code, and Making a Determination of Exemption Under CEQA; Adoption of Ordinance No. 2024-06](#)
Staff Reference: Craig Jimenez, Director
Recommendation: Adopt Ordinance No. 2024-06
- CC-5 [Award of Construction Contract to General Pump Company, Inc. for Rehabilitation of the Emerson Reservoir Booster Pump No. 5-2 in an Amount not to Exceed \\$40,000.00, Approve a Contingency in an Amount Not to Exceed \\$4,000.00, and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act \(CEQA\) Guidelines Section 15301\(e\)](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Award a construction contract to General Pump Company, Inc., for the rehabilitation of the Emerson Reservoir Booster Pump No. 5-2 in an amount not to exceed \$40,000.00, approve a contingency amount not to exceed \$4,000.00, 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-6 [Award of Construction Contract to Doty Bros. Construction Co. for the Fiscal Year 2023-2024 Valve Replacement Project for a Total Expenditure in an Amount Not to Exceed \\$114,700.00; Approve a Contingency in an Amount Not to Exceed \\$11,470.00; and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act \(CEQA\) Guidelines Section 15301\(e\)](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Award a construction contract with Doty Bros. Construction Co. for the Fiscal Year 2023-2024 Valve Replacement Project in an amount not to exceed \$114,700.00; authorize a contingency amount not to exceed \$11,470.00, 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-7 [Award of Construction Contract to Techno Coatings, Inc., for Exterior Painting of the Emerson and Norumbega Reservoirs Over Fiscal Years 2023-2024 and 2024-2025 in an Amount Not to Exceed \\$90,912.00; Approve a Contingency in an Amount Not to Exceed \\$9,091.20, and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act \(CEQA\) Guidelines Section 15301\(e\)](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Approve a construction contract with Techno Coatings, Inc. for the exterior painting of the Emerson Reservoir in Fiscal Year 2023-2024 and the Norumbega Reservoir in Fiscal Year 2024-2025 in an amount not to exceed \$90,912.00; authorize a contingency amount not to exceed \$9,091.20, 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-8 [Award of Construction Contract to Layne Christensen Company for Rehabilitation of the Upper Cloverleaf Booster Pump No. 4-4 in an Amount Not to Exceed \\$63,362.22; Approve a Contingency Amount Not to Exceed \\$6,336.22, and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act \(CEQA\) Guidelines Section 15301\(e\)](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Award a construction contract with Layne Christensen Company for the rehabilitation of the Upper Cloverleaf Reservoir Booster Pump No. 4-4 in an amount not to exceed \$63,362.22; approve a contingency amount not to exceed \$6,336.22, find the project is Categorically Exempt from review under California Environmental Quality Act (CEQA) guidelines section 15301(e),

and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- CC-9 [Acceptance of Work, Filing Notice of Completion, and Release of Retention Funds to Pokrajac Corporation for the Mountain Avenue Street Resurfacing Phase I Project, Project No. 91019](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Accept the work of Pokrajac Corporation for the Mountain Avenue Street Resurfacing Phase I Project, Project No. 91019, 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-10 [Administrative Policy No. 2.11, Excess Usage Penalty Revenue Policy, Resolution No. 2024-27](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Adopt Resolution No. 2024-27
- CC-11 [Purchase, Configuration, and Installation of a New Storage Area Network \(SAN\) Appliance from Dell Technologies in an Amount Not- to- Exceed \\$75,000.00](#)
Staff Reference: Lauren Vasquez, Assistant City Manager
Recommendation: Approve the purchase, configuration, and installation of a new Storage Area Network (SAN) appliance from Dell Technologies, in an amount not to exceed \$75,000.00, and authorize the City Manager to execute any necessary documents
- CC-12 [Amendment No. 1 to the Consultant Services Agreement with RHA Landscape Architects-Planners, Inc., dated July 18, 2023, for Professional Design Services Related to Development of the Satoru Tsuneishi Park Project to Extend the Term Through June 30, 2025](#)
Staff Reference: Tina Cherry, Director
Recommendation: Approve Amendment No. 1 to the Consultant Services Agreement with RHA Landscape Architects-Planners, Inc., dated July 18, 2023, extending the term through June 30, 2025, for professional design services related to development of the Monrovia Pocket Park Project (Satoru Tsuneishi Park), and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-13 [Amendment No. 2 to the Facility Use Agreement dated June 11, 2020, with Volunteer Center of the San Gabriel Valley for Use of 258 square feet of space in the Monrovia Community Center, to Extend the Term Through June 30, 2025](#)
Staff Reference: Tina Cherry, Director
Recommendation: Approve Amendment No. 2 to the Facility Use Agreement dated June 11, 2020, with the Volunteer Center of San Gabriel Valley for the use of 258 square feet of space in the Monrovia Community Center, extending the period through June 30, 2025,, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-14 [Amendment No. 4 to the Exclusive Franchise Agreement with Raw Inspiration, Inc., Dated June 21, 2016, to Operate the Monrovia Friday Night Family Street Fair Event, to Extend the Term through June 30, 2025, with One \(1\) Remaining One-Year Option to Extend](#)
Staff Reference: Tina Cherry, Director
Recommendation: Approve Amendment No. 4 to the Exclusive Franchise Agreement with Raw Inspiration, Inc., dated June 21, 2016, to operate the Monrovia Friday Night Family Street Fair Event, extending the term through June 30, 2025, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-15 [Amendment No. 1 to the Consultant Services Agreement dated August 1, 2023, with the Monrovia Historical Society Related to the Monrovia Legacy 2.0 Project, to Extend the Term Through June 30, 2025, in an Amount Not to Exceed \\$30,000.00 for a Total Project Expenditure of \\$60,000.00](#)
Staff Reference: Tina Cherry, Director
Recommendation: Approve Amendment No. 1 to the Consultant Services Agreement dated August 1, 2023, with the Monrovia Historical Society related to the Monrovia Legacy 2.0 Project, extending the term through June 30, 2025, in an amount not to exceed \$30,000.00, for a total project expenditure of \$60,000.00,, 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 (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

- PH-1 [Norumbega Drive Residence Project, General Plan Amendment GPA2022-0001, Zoning Amendment ZA2022-0002, Hillside Development Permit HDP2022-0002, Neighborhood Compatibility Review DR2022-0009, Minor Exception 2022-0008, and Mitigated Negative Declaration \(State Clearing House No. 20222020722\) for Property Located at 545 Norumbega Drive \(APN 8523-002-045\) by Group Atom Development \(Miguel Uribe\), Resolution Nos. 2024-22, 2024-23, 2024-24, and Introduction and First Reading of Ordinance No. 2024-05](#)

Staff Reference: Vincent Gillespie, Assistant Planner and Sheri Bermejo, Deputy Director

Recommendation: Adopt Resolution Nos. 2024-22, 2024-23, 2024-24, and introduce, waive further reading, and read by title only Ordinance No. 2024-05

REPORTS OF CITY MANAGER AND STAFF

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

Staff Reference: Dylan Feik, City Manager

- RCM-2 Monrovia Legacy 2.0 Project Update

Staff Reference: Tina Cherry, Community Services Director

- RCM-3 Police Activities Update

Staff Reference: Alan Sanvictores, Police Chief

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

- RCC-1 Councilmember Edward Belden

(a) League of California Cities - City Leaders Summit April 17-19, 2024 Sacramento, CA

- RCC-2 Councilmember Sergio P. Jiménez

- RCC-3 Councilmember Larry J. Spicer

(a) League of California Cities - City Leaders Summit April 17-19, 2024 Sacramento, CA

- RCC-4 Mayor Pro Tem Dr. Tamala Kelly

(a) League of California Cities - City Leaders Summit April 17-19, 2024 Sacramento, CA

- RCC-5 Mayor Becky A. Shevlin

(a) League of California Cities - City Leaders Summit April 17-19, 2024 Sacramento, CA

ADMINISTRATIVE REPORTS - None**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 21, 2024, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT

IN MEMORY OF

Marlisse Milhorn, Wife of Veterans Peer Access Network Staff Brock Milhorn,

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 May, 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.

