

# MONROVIA CITY COUNCIL AGENDA

City Council Chambers  
415 South Ivy Avenue, Monrovia, California 91016

## Welcome to the Monrovia City Council Meeting Tuesday, August 6, 2024, 7:30 P.M.



77<sup>th</sup> 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.

**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.monroviaca.gov](http://www.monroviaca.gov). 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](https://www.youtube.com/channel/UC...)

### 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@monroviaca.gov](mailto:cityclerk@monroviaca.gov) 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@monroviaca.gov](mailto:cityclerk@monroviaca.gov) 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@monroviaca.gov](mailto:cityclerk@monroviaca.gov). 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:** Virtual participation is provided only for the convenience of the public and is not required by law. 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 (3) 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 77<sup>th</sup>  
MONROVIA CITY COUNCIL  
City Council Chambers  
415 South Ivy Avenue  
Tuesday, August 6, 2024  
7:30 P.M.

Copies of the Agenda 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.** Agenda Reports indicate 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

IN HONOR OF Noe Diep Brathwaite, Born February 17, 2024, to Hannah Diep & Josemir Brathwaite

Robert Ochoa, III, Born June 26, 2024, to Robert Ochoa, Jr & Everlee Beautlich

Camila Noelle Luna, Born July 5, 2024, to David & Camila Luna

Theodore A. Zappia, Born July 21, 2024, to Christopher & Rachel Zappia

Zeppelin Atlas Cook, Born July 22, 2024, to Caleb & Krystal Cook

INVOCATION Pastor Joel Larson

PLEDGE OF ALLEGIANCE Mayor Pro Tem Dr. Tamala Kelly

ROLL CALL Councilmembers Edward Belden, Sergio P. Jiménez, Mayor Pro Tem Dr. Tamala Kelly, and Mayor Becky A. Shevlin. Councilmember Larry J. Spicer is excused

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

- PR-1 Recognition of the Arcadia Association of Realtors 100th Anniversary  
Staff Reference: Renee Bannoura, President, Arcadia Association of Realtors
- PR-2 Recognition of Community Media of the Foothills and the 40th Anniversary of KGEM-TV  
Staff Reference: David Palomares, Executive Director, Community Media of the Foothills

STUDENT GOVERNMENT REPRESENTATIVE REPORT – To resume in September

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 July 16, 2024, Regular and Special Meetings of the Monrovia City Council](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt the Minutes of the July 16, 2024, Regular and Special Meetings

- CC-2 [Payroll Nos. 15 and 16 in the Net Amount of \\$853,576.71 and 939,130.18, Respectively, and Warrant Registers dated July 18, July 25, and August 1, 2024, in the Total Amounts of \\$2,113,497.73; \\$1,497,186.88; and \\$2,660,005.19, Respectively](#)  
Staff Reference: Buffy Bullis, Administrative Services Director  
Recommendation: Approve Payroll Nos. 15 and 16 in the net amount of \$853,576.71 and 939,130.18, respectively, and Warrant Registers dated July 18, July 25, and August 1, 2024, in the total amounts of \$2,113,497.73; \$1,497,186.88; and \$2,660,005.19, respectively
- CC-3 [Award of Contract to Mission Paving and Sealing, Inc., for the Monroe and Wildrose Elementary Schools Safe Routes to School Project, Project #G-976 in an Amount Not to Exceed \\$77,500.00; Approve a Contingency Amount Not to Exceed \\$11,625.00](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Award a contract to Mission Paving and Sealing, Inc., for the Monroe and Wildrose Elementary Safe Routes to School Project, Project #G-976 in an amount not to exceed \$77,500.00; approve a contingency amount not to exceed \$11,625.00; and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-4 [Amendment No. 1 to the Agreement with California Watershed Engineering, dated April 16, 2024, to Increase Total Compensation to an Amount Not to Exceed \\$81,928.00 for the period ending October 31, 2024](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Approve Amendment No. 1 to the Agreement with California Watershed Engineering, dated April 16, 2024, for National Pollutant Discharge Eliminations System Industrial/Commercial Facility Storm Water Inspections, to increase total compensation to an amount not to exceed \$81,928.00 for the period ending October 31, 2024, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Award of Contract to Island Petroleum Builders, Inc., for the Removal and Replacement of Two Dual Gas/Diesel Fuel Dispensers at the Public Works Yard in an Amount not to Exceed \\$49,487.00; Authorize a Contingency Amount Not to Exceed \\$9,897.40](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Award a contract to Island Petroleum Builders, Inc., for the removal and replacement of the two dual gas/diesel fuel dispensers in an amount not to exceed \$49,487.00, authorize a contingency amount not to exceed \$9,897.40, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Consultant Services Agreements with Evan Brooks Associates, Inc., and Mark Thomas & Company, Inc., for On-Call Comprehensive Planning, Grant Writing, and Technical Assistance for the Period Ending June 30, 2027, with Two \(2\) One-Year Options to Extend](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Approve Consultant Services Agreements with Evan Brooks Associates, Inc., and Mark Thomas & Company, Inc., for the period ending June 30, 2027, with two (2) one-year options to extend, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Memorandum of Agreement with the San Gabriel Valley Council of Governments for Participation in the Regional Food Recovery Program](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Approve the Memorandum of Agreement with the San Gabriel Valley Council of Governments for Participation in the Regional Food Recovery Program and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- CC-8 [Task Order No. 2 under the On-Call Agreement with J&J Engineering & Computers, Inc., Dated December 6, 2022, for the Upgrade of Remote Terminal Units at the City of Monrovia Mountain and Norumbega Stations in an Amount not to Exceed \\$89,850.00; Authorize a Contingency Amount Not to Exceed \\$13,477.50](#)

Staff Reference: Alex Tachiki, Public Works Director

Recommendation: Approve Task Order No. 2 under the Agreement with J&J Engineering & Computers, dated December 6, 2022, for the upgrade of Remote Terminal Units at the City of Monrovia Mountain and Norumbega stations in an amount not to exceed \$89,850.00, authorize a contingency amount not to exceed \$13,477.50; and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- CC-9 [Amendment No. 1 to the Agreement with Undisclosable, Inc. dated December 20, 2022, Related to the Monrovia Public Library Enhancement Project, to Increase Total Compensation by the Amount of \\$6,400.00 for a Total Amount Not to Exceed \\$109,400.00 and Extend the Term through October 31, 2024; Authorize a Contingency of \\$1,280.00](#)

Staff Reference: Alex Tachiki, Public Works Director

Recommendation: Approve Amendment No. 1 to the Agreement with Undisclosable, Inc. dated December 20, 2022, related to the Monrovia Public Library Enhancement Project, to increase total compensation in the amount by the amount of \$6,400.00 for a total amount not to exceed \$109,400.00, extend the term through October 31, 2024, authorize a contingency of \$1,280.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- CC-10 [Authority to File Applications for Grant Funds from the Los Angeles County Regional Park and Open Space District for Measure A Funding For Projects And Programs, Resolution No. 2024-55](#)

Staff Reference: Tina Cherry, Community Services Director

Recommendation: Adopt Resolution No. 2024-55

- CC-11 [Amendment No. 1 to the Agreement with Pro Park, LLC \(formerly Empire Transportation Services, Inc.\) dated July 1, 2023, for the Provision of Americans with Disabilities Act Compliant Transportation Services as part of the GoMonrovia Program and Additional Transportation Services for the City's Afterschool Youth Sports Program, Extending the Contract Period to October 31, 2024, in an Amount not to Exceed \\$667,435.00, and Adjusting Vehicle and Staffing Requirements](#)

Staff Reference: Alex Tachiki, Public Works Director

Recommendation: Approve Amendment No. 1 to the Agreement with Pro Park, LLC dated July 1, 2023, for the Provision of Americans with Disabilities Act Compliant Transportation Services as part of the GoMonrovia Program and Additional Transportation Services for the City's afterschool Youth Sports Program for the Period Ending October 31, 2024, in an amount not to exceed \$667,435.00 and adjusting vehicle and staffing requirements, 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 [Amendment to Title 17 \(Zoning\) of the Monrovia Municipal Code to Add Governmental Services to the Permitted Use Types for the Historic Commercial Downtown \(HCD\) Zone; Introduction and First Reading of Ordinance No. 2024-07; and Find that the Ordinance is Categorically Exempt from Review Under California Environmental Quality Act \(CEQA\) Guidelines Sections 15305 and 15061\(b\)\(3\)](#)

Staff Reference: Craig Jimenez, Community Development Director

Recommendation: Introduce, waive further reading, and read by title only Ordinance No. 2024-07

## 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 Edward Belden

RCC-2 Councilmember Sergio P. Jiménez

RCC-3 Councilmember Larry J. Spicer - Excused

RCC-4 Mayor Pro Tem Dr. Tamala Kelly

RCC-5 Mayor Becky A. Shevlin

(a) [Support of City of Glendora Proposed Cal Cities Annual Conference Resolution](#)

(b) Appointments to Measure K Citizen Advisory Committee for 3-Year Terms Beginning July 1, 2024

## ADMINISTRATIVE REPORTS

- AR-1 [Commission of Public Art by Daniel Stern and Lost Men Productions, Inc., for Monrovia Canyon Park as Part of the Monrovia Canyon Park Infrastructure Improvement Project in an Amount Not to Exceed \\$285,000.00](#)

Staff Reference: Tina Cherry, Community Services Director

Recommendation: Approve the commission of Public Artwork by Daniel Stern and Lost Men Productions, Inc., for Monrovia Canyon Park as part of the Monrovia Canyon Park Infrastructure Improvement Project in an amount not to exceed \$285,000.00, and authorize the City Manager to execute necessary Agreements on a form approved by the City Attorney

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, September 3, 2024, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California. Note: The August 16, 2024, Regular Meeting has been cancelled.

## ADJOURNMENT

## IN MEMORY OF

Diane Bennett, Mother of Mayor Becky A. 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 1<sup>st</sup> day of August, 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.

