

# MONROVIA CITY COUNCIL AGENDA

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

## Welcome to the Monrovia City Council Meeting Tuesday, September 17, 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](#)

### **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 Number(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, September 17, 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
INVOCATION	Police Chaplain Steve Campodonico
PLEDGE OF ALLEGIANCE	Mayor Pro Tem Dr. Tamala Kelly
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 **Pasadena Humane Pet of the Month**  
Staff Reference: Kevin McManus, Public Relations & Communications Manager
- PR-2 [Proclaiming September 15 - October 15, 2024 as "Hispanic Heritage Month"](#)  
Staff Reference: Maritza Travanti, Monrovia Latino Heritage Society
- PR-3 [Proclaiming September 2024 as "National Preparedness Month"](#)  
Staff Reference: Barbara Aikens-Walker, CERT Volunteer

STUDENT GOVERNMENT REPRESENTATIVE REPORT – Student Liaison Jasmine Rodriguez

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 September 3, 2024, Regular and Special Meetings of the Monrovia City Council](#)  
Staff Reference: Alice Atkins, City Clerk  
Recommendation: Adopt the Minutes of the September 3, 2024, Regular and Special Meetings of the Monrovia City Council

- CC-2 [Payroll No. 19 in the Net Amount of \\$823,568.82, and Warrant Registers dated September 5 and September 12, 2024, in the Total Amounts of \\$226,773.42 and \\$920,770.72, Respectively](#)  
 Staff Reference: Buffy Bullis, Administrative Services Director  
 Recommendation: Approve Payroll No. 19 in the net amount of \$823,568.82, and Warrant Registers dated September 5 and September 12, 2024, in the total amounts of \$226,773.42 and \$920,770.72, respectively
- CC-3 [Destruction of Certain Departmental Records; Resolution No. 2024-60](#)  
 Staff Reference: Alice D. Atkins, City Clerk  
 Recommendation: Adopt Resolution No. 2024-60
- CC-4 [First Amendment to the Memorandum of Agreement between the City of Monrovia and the San Gabriel Valley Council of Governments dated August 26, 2023, Participation in the San Gabriel Valley Crisis Assistance Response & Engagement \(SGV CARE\) Program, Extending the Term through June 15, 2025](#)  
 Staff Reference: Heath Harvey, Police Captain  
 Recommendation: Approve the First Amendment to the Memorandum of Agreement between the City of Monrovia and the San Gabriel Valley Council of Governments dated, August 26, 2023, for participation in the SGV CARE Program, extending the term through June 15, 2025, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Cancellation of the November 5, 2024, and January 7, 2025, Regular City Council Meetings](#)  
 Staff Reference: Alice Atkins, City Clerk  
 Recommendation: Cancel the Regular City Council Meetings of November 5, 2024, and January 7, 2025
- CC-6 [Consultant Services Agreement with West Coast Arborists, Inc., Related to the Fiscal Year 2024-2025 Monrovia Tree Planting Plan in an amount not to exceed \\$75,000.00; find that the project is categorically exempt from CEQA review under Class 4](#)  
 Staff Reference: Alex Tachiki, Public Works Director  
 Recommendation: Approve a Consultant Services Agreement with West Coast Arborists, Inc., for the Fiscal Year 2024-2025 Monrovia Tree Planting Project in an amount not to exceed \$75,000.00 for, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-7 [Updating the Adopted Vehicle Miles Traveled \(VMT\) Requirements \(Baseline and Thresholds of Significance\) for the Purposes of Analyzing Transportation Impacts under the California Environmental Quality Act \(CEQA\), Resolution No. 2024-52](#)  
 Staff Reference: John Mayer, Principal Planner  
 Recommendation: Adopt Resolution No. 2024-52

## 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 2024 San Gabriel Valley Council of Governments (SGVCOG) Update

Staff Reference: Caitlin Sims, SGVCOG, Manager of Local Programs

**RCM-3 Automotive Repair Ordinance Update**

Staff Reference: Joslyn Blakely, Neighborhood Preservation & Business Services Division Manager

**REPORTS OF CITY COUNCIL MEMBERS AND SUB-COMMITTEES**

RCC-1 Councilmember Edward Belden

RCC-2 Councilmember Sergio P. Jiménez

RCC-3 Councilmember Larry J. Spicer

RCC-4 Mayor Pro Tem Dr. Tamala Kelly

RCC-5 Mayor Becky A. Shevlin

(a) Discussion and Possible Direction to the City's San Gabriel Valley Council of Governments (SGVCOG) Representative Regarding Voting to Support or Oppose Los Angeles County Measure A

**ADMINISTRATIVE REPORTS**

AR-1 [Fiscal Year 2024-25 Budget Update, Resolution No. 2024-59, and Fiscal Year 2024-25 Authorized Position Listing](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Adopt Resolution No. 2024-59 and approve the attached Fiscal Year 2024-25 Authorized Position Listing

**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, October 1, 2024, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

**ADJOURNMENT**

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 September, 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.

