



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: December 6, 2022

PREPARED BY: Alice D. Atkins, City Clerk

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the November 15, 2022, Special and Regular Meetings of the Monrovia City Council and the December 1, 2022, Special Meeting of the Monrovia City Council

OBJECTIVE: To adopt the meeting Minutes of the Monrovia City Council

BACKGROUND: The purpose of the Minutes is to record the actions taken by the legislative body.

RECOMMENDATION: Staff recommends that the City Council adopt the Minutes of the Regular and Special Monrovia City Council Meetings.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to adopt the Minutes of the November 15, 2022, Special and Regular Meetings and the December 1, 2022, Special Meeting of the Monrovia City Council.

CC-1

**MINUTES OF THE REGULAR AND SPECIAL MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, NOVEMBER 15, 2022, 7:30 P.M.**

STUDY SESSION: Mayor Becky A. Shevlin convened the Special Study Session of the Monrovia City Council on Tuesday, November 15, 2022, at 5:02 p.m., to discuss the Presentation and Discussion of Conceptual Development Proposals under Planning Division Review. Mayor Shevlin adjourned the special meeting at 5:56 p.m.

CLOSED SESSION: Mayor Shevlin convened the Special Meeting / Closed Session of the Monrovia City Council on Tuesday, November 15, 2022, at 6:00 p.m., to discuss: CS-1 Conference with Legal Counsel, Existing Litigation Pursuant to Government Code §54956.9(d)(1); Donald Newton vs. City of Monrovia, Workers' Compensation Case Nos. CJP037681MN and COMV 1970 and CS-2 Public Employee Evaluation Pursuant to Government Code GC 54957(b)(1): City Manager. All members were present. Mayor Shevlin adjourned the closed session at 7:00 p.m.

CONVENE: Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, November 15, 2022, at 7:31 p.m. in City Council Chambers. In attendance were City Manager Dylan Feik, City Attorney Craig A. Steele, Assistant City Manager Lauren Vasquez, and City Clerk Alice D. Atkins.

INVOCATION: Pastor Michelle Wright led the invocation.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Larry J. Spicer led the pledge of allegiance.

ROLL CALL: In attendance were Councilmembers Sergio P. Jiménez, Dr. Tamala Kelly, Mayor Pro Tem Larry Spicer and Mayor Becky A. Shevlin. Councilmember Gloria Crudgington was excused.

REPORT OF CLOSED SESSION: City Attorney Craig Steele stated that the City Council met in closed session to discuss the two items on the posted agenda, and took no reportable action; all members were present.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Proclaiming November as "Family Court Awareness Month": The Mayor and City Council presented a proclamation to Sandy Ross, Executive Director of Family Court Awareness Month Committee.

PR-2 Pasadena Humane Pet of the Month: Kevin McManus, Public Relations & Communications Manager presented Sugar the dog.

PR-3 Recognition of the Monrovia Historical Museum Foundation 30th Anniversary: The Mayor and City Council presented a certificate to members of the Monrovia Historical Museum Foundation board.

At this time Santa Claus joined the meeting unexpectedly and, with the assistance of Police Sergeant John Donchig, reviewed the schedule of the 2022 Santa Tours.

STUDENT GOVERNMENT REPRESENTATIVE: ASB Vice President Ben Diaz filled in for Student Liaison Angelina Hamilton and provided an update on happenings at Monrovia High School.

ORDER OF BUSINESS: There were no changes to the order of business.

CONSENT CALENDAR: It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Jimenez, to approve the consent calendar. The motion carried unanimously by roll call vote. The consent calendar consisted of the following items:

CC-1 Unadopted Minutes of the November 1, 2022, Special and Regular Meetings of the Monrovia City Council: The City Council adopted the Minutes of the November 1, 2022, Special and Regular Meetings of the Monrovia City Council.

CC-2 Payroll No. 23 in the Net Amount of \$780,073.36, and Warrant Registers dated November 3 and November 10, 2022, in the Total Amounts of \$669,786.46 and \$1,515,042.91, Respectively: The City Council approved Payroll No. 23 in the net amount of \$780,073.36, and Warrant Registers dated November 3 and November 10, 2022, in the total amounts of \$669,786.46 and \$1,515,042.91, respectively.

CC-3 Approving the Joint Powers Agreement for Clean Power Alliance of Southern California and Authorizing the Implementation of a Community Choice Aggregation Program; Adoption of Ordinance No. 2022-10: The City Council adopted Ordinance No. 2022-10

CC-4 Updated Fiscal Year 2022-2023 Part-Time Classification / Compensation Program: The City Council approved the updated Part-Time Classification & Compensation Program, effective January 1, 2023.

CC-5 Acceptance of Work, File Notice of Completion, and Release Retention Funds to Tri County Pump Company for Rehabilitation of the May Avenue Reservoir Booster Pump No. 3-3: The City Council accepted the work of Tri County Pump Company for the rehabilitation of the May Avenue Reservoir Booster Pump No. 3-3, authorized the City Clerk to file the Notice of Completion, and directed staff to release retained funds in accordance with the contract provisions and applicable law.

CC-6 Agreement with Empire Transportation for the Provision of ADA Compliant Accessible Transportation Services for the Period Ending June 30, 2023: The City Council approved a Consultant Services Agreement with Empire Transportation, Inc., for the provision of ADA transportation services for the period ending June 30, 2023, in an amount not to exceed \$1,886,767, with a City option to extend for up to two additional years, and authorized the City Manager to execute the necessary agreements in a form approved by the City Attorney.

CC-7 Side Letter of Agreement to the Memorandum of Understanding with Monrovia Police Officers Association (MPOA): The City Council approved the Side Letter of Agreement to the Memorandum of Understanding with Monrovia Police Officers Association (MPOA) in the form attached and authorized the City Manager to execute on behalf of the City.

CC-8 Memorandum of Agreement (MOA) to Accept Grant Funding for Prehospital Emergency Medical Care Enhancement Program with the County of Los Angeles and Purchase of Two (2) Cardiac Monitors/Defibrillators from Zoll Corporation in an Amount Not to Exceed \$89,000 with Measure B Funding: The City Council approved the Memorandum of Agreement (MOA) for Prehospital Emergency Medical Care Enhancement Program with the County of Los Angeles, found that the purchase is exempt from public bidding pursuant to Monrovia Municipal Code Section 3.24.120(B) and approved the Fire Department's purchase of Two (2) Zoll X-Series Advanced Cardiac Monitors/Defibrillators from Zoll Medical Corporation using Measure B funds in an Amount Not to Exceed \$89,000 with Measure B Funding, and authorized the Fire Chief to execute the necessary documents in a form approved by the City Attorney.

CC-9 Lease and Installation of Eight (8) Automated License Plate Readers (ALPR) from Flock Group, Inc., in the Amount of \$22,800.00 in Year One and \$22,000.00 for Subsequent Years: The City Council found that the purchase is exempt from bidding requirements pursuant to Monrovia Municipal Code Section 3.24.120(B), approve the lease and installation of eight (8) Automated License Plate Readers from Flock Group, Inc., in the amount of \$22,800 for first year and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-10 Vacation of the Portion of Peck Road Located North of West Duarte Road, with Conditions, Related to Public Access and Drop Off Area at the South Side of the Metro Gold Line Station, Resolution No. 2022-55: The City Council adopted Resolution No. 2022-55.

CC-11 Agreement with NBS Government Finance Group for Rate Studies Related to Sewer, Water, and the City's Two Assessment Districts, the Citywide Lighting and Landscaping Maintenance District and the Park Maintenance District, in an Amount Not to Exceed \$118,950, plus a 5% contingency: The City Council approved the Consultant Services Agreement with NBS Government Finance Group in an amount not to exceed \$118,950.00, authorized the City Manager to approve amendments for additional services in an amount not to exceed \$5,947.50, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-12 Grant to the Community Media of the Foothills for a Portion of the TelVue Broadcast Server Replacement in amount not to exceed \$17,500: The City Council approved a one-time grant to Community Media of the Foothills in an Amount Not to exceed \$17,500, and authorized the City Manager to execute all necessary documents in a form approved by the City Attorney.

PUBLIC INPUT: Public comment was accepted by email to City Clerk Atkins prior to 3:00 p.m. on the day of the meeting, provided to City Council, and posted to City website.

1. Brian Tindall, Monrovia
2. Terri Prado, Monrovia
3. Michele Brooke, Monrovia
4. Juliana Onate, Executive Director, Monrovia Chamber of Commerce
5. Barbara Gholar, Monrovia (via Zoom)
6. David Pilcher, Monrovia (via Zoom)

PUBLIC HEARINGS / MEETINGS: None

REPORTS OF CITY MANAGER AND STAFF:

RCM-1 City Council Directives Update: City Manager Feik reviewed the City Council Directives, as well as upcoming initiatives. At the Mayor's request, City Manager Feik responded to comments made during public comment regarding increased disruptive youth activity at the Vons shopping center on Friday nights, and the City of Bradbury road widening project.

RCM-2 Appointment of Mayor Becky Shevlin to the San Gabriel Valley Mosquito & Vector Control Board for a Term Ending December 31, 2026: There were no objections.

RCM-3 Update on Ad Hoc Committee on Equity and Inclusion Recommendations / Implementation: City Manager Feik reviewed the Ad Hoc Committee's Recommendations and the City's progress.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Councilmember Gloria Crudginton was excused.

RCC-2 Councilmember Sergio P. Jiménez

(a) Recent tour of Hoover Dam, Colorado River Aqueduct, and Heyday Farm with Mayor Pro Tem Spicer hosted by Metropolitan Water District of Southern California and Upper San Gabriel Valley Water District.

RCC-3 Councilmember Dr. Tamala Kelly

(a) Recent Immigration Resource Center Fundraiser

RCC-4 Mayor Pro Tem Larry J. Spicer

(a) Recent tour of Hoover Dam, Colorado River Aqueduct, and Heyday Farm with Councilmember Jimenez hosted by Metropolitan Water District of Southern California and Upper San Gabriel Valley Water District.

RCC-5 Mayor Becky A. Shevlin

(a) Recent attendance with Councilmember Dr. Kelly at the Los Angeles Economic Development Corporation 2022 EDDY Most Business Friendly Cities Awards; shared a plaque the City received for being a finalist

ADMINISTRATIVE REPORTS:

AR-1 Adoption of Resolution No. 2022-56 to Increase the City Manager's Annual Salary by 5%:

Craig Steele, City Attorney, reviewed the agenda report.

It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Dr. Kelly, to adopt Resolution No. 2022-56. The motion carried unanimously by roll call vote.

AR-2 Amendment to Title 15 of the Monrovia Municipal Code, Repealing Chapter 15.04.010 and Establishing a New Chapter 15.04.010 by Adopting by Reference and Amending the 2022 Edition of the California Building Code Volumes 1 & 2, the 2022 California Residential Code, the 2022 California Electrical Code, the 2022 California Mechanical Code, the 2022 California Plumbing Code, the 2022 California Energy Code, and the 2022 California Green Building Standards Code, with appendices and amendments, and the 2022 California Fire Code amendments thereto; Introduction and First Reading of Ordinance No. 2022-09:

Greg Boyajian, Building & Safety Division Manager reviewed the agenda report and answered questions of the City Council.

It was moved by Councilmember Jimenez, seconded by Mayor Pro Tem Spicer, to introduce, waive further reading, and read by title only Ordinance No. 2022-09, and set for Public Hearing on December 6, 2022. The motion carried unanimously by roll call vote.

City Attorney Steele read the title of Ordinance No. 2022-09 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, AMENDING TITLE 15 OF THE MONROVIA MUNICIPAL CODE, ADOPTING BY REFERENCE THE 2022 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE, KNOWN AS THE CALIFORNIA CODE OF REGULATIONS TITLE 24, WHICH INCLUDES THE 2022 CALIFORNIA BUILDING CODE VOLUMES I AND II (PART 2 OF TITLE 24); THE 2022 CALIFORNIA HISTORICAL BUILDING CODE (PART 8 OF TITLE 24), THE 2022 CALIFORNIA EXISTING BUILDING CODE (PART 10 OF TITLE 24), THE 2022 CALIFORNIA RESIDENTIAL CODE (PART 2.5 OF TITLE 24), THE 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE CHAPTER 4 AND CHAPTER 5 OF MANDATORY MEASURES ONLY (CALGREEN) (PART 11 OF TITLE 24); THE 2022 CALIFORNIA PLUMBING CODE (PART 5 OF TITLE 24), THE 2022 CALIFORNIA MECHANICAL CODE (PART 4 OF TITLE 24), THE 2022 CALIFORNIA ENERGY CODE (PART 6 OF TITLE 24), THE 2022 CALIFORNIA ELECTRICAL CODE (PART 3 OF TITLE 24), THE 2022 CALIFORNIA FIRE CODE (PART 9 OF TITLE 24); AND READOPTING THE 1997 EDITION OF THE UNIFORM HOUSING CODE, THE 1997 EDITION OF THE ADMINISTRATIVE CODE, THE 2021 UNIFORM SOLAR ENERGY AND HYDRONICS CODE, THE 1997 EDITION OF THE BUILDING SECURITY CODE, ADOPTING PENALTIES FOR VIOLATIONS THEREOF, AND ADOPTING CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS AND MAKING FINDINGS IN SUPPORT THEREOF

AR-3 Fiscal Year 2022-2023 Budget Update, Resolution No. 2022-54:

Buffy Bullis, Administrative Services Director, reviewed the agenda report and answered questions of the City Council.

Public Input:

1. Brian Yamaguchi, Monrovia

It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Jimenez, to adopt Resolution No. 2022-54. The motion carried unanimously by roll call vote.

AR-4 Award of Contract to Mel Smith Electric, Inc., for the Wellfield Electrical Improvements Project, Project #G-947, in an Amount Not to Exceed \$2,977,940.00, approve a contingency amount not to exceed \$297,794, Approve Task Order 98 with Merrell Johnson Engineering, Inc., for Engineering and Construction Management in an Amount not to Exceed \$297,794.00, Approve Amendment No. 3 to the Consultant Services Agreement dated June 21, 2016, with Civiltec Engineering in an Amount Not to Exceed \$46,380.00, and find the Project is categorically exempt from review under CEQA:

Christopher Castruita, Project Manager, reviewed the agenda report and answered questions of the City Council.

It was moved by Councilmember Jimenez, seconded by Councilmember Dr. Kelly, to adopt the Plans and Specifications for Project #G-947, award a contract to Mel Smith Electric, Inc. for the Wellfield Electrical Improvements Project, in an Amount Not to Exceed \$2,977,940.00, approve a contingency amount not to exceed \$297,794, Approve Task Order 98 with Merrell Johnson Engineering, Inc., for Engineering and Construction Management in an amount not to exceed \$297,794.00, approve Amendment No. 3 to the Consultant Services Agreement dated June 21, 2016, with Civiltec Engineering in an amount not to exceed \$46,380.00, find that the Project is categorically exempt from CEQA review, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney. The motion carried unanimously by roll call vote.

PUBLIC INPUT, CONTINUED, IF NEEDED: None

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED: None

SCHEDULED MEETINGS: The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, December 6, 2022, 7:30 P.M.

ADJOURNMENT: At 10:07 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of former Public Works Department Customer Service Representative Elliott Lee; former longtime Monrovia resident Sheila Kemp; and oldest Veteran in Monrovia Norman Ross.

ATTEST:

APPROVED:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk