



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: May 16, 2023

PREPARED BY: Alice D. Atkins, City Clerk

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the May 2, 2023, Special and Regular Meetings 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 Special and Regular 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 May 2, 2023, Special and Regular Meetings.

CC-1

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, MAY 2, 2023, 7:30 P.M.**

STUDY SESSION: Mayor Becky Shevlin convened the Special Study Session of the Monrovia City Council on Tuesday, May 2, 2023, at 6:16 p.m., at which all members were present to discuss Shade Options at Station Square Park. In attendance were City Manager Dylan Feik, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins. Mayor Becky Shevlin adjourned the study session at 6:40 p.m.

CLOSED SESSION: Mayor Becky Shevlin convened the Closed Session of the Monrovia City Council on Tuesday, May 2, 2023, at 6:45 p.m., to discuss: CS-1 Conference with Real Property Negotiator pursuant to Government Code §54956.8; Assessor Parcel Nos. 8689-008-080 and 8689-008-081; City Negotiator: City Manager; Negotiating Party: Property Owner Lee Horstman, and Seller's Agent Steve Becerra, Oxbridge International Co.; Under Negotiation: Price and Terms of Payment. Mayor Becky Shevlin adjourned the closed session at 7:20 p.m.

CONVENE: Mayor Becky Shevlin convened the Regular Meeting of the Monrovia City Council on Tuesday, May 2, 2023, at 7:31 p.m. In attendance were City Manager Dylan Feik, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins.

INVOCATION: Police Chaplain Terrence Brown led the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Sergio Jiménez led the pledge of allegiance.

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

REPORT OF CLOSED SESSION: City Attorney Steele stated that the City Council met in closed session to discuss the item on the posted agenda. No reportable action was taken.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Introduction of Newly Promoted Employees: Lauren Vasquez, Assistant City Manager, with the help of Chief Sanvictores and City Manager Feik, introduced newly promoted staff to the City Council.

PR-2 Proclaiming May 2023 as "Older Americans Month" and Recognition of Older Monrovia of the Year Honoree Mark Harvis: With the assistance of Tiffany Peterson, Recreation Supervisor, the Mayor and City Council presented the proclamation to Mark Harvis.

PR-3 Proclaiming May 2023 as "Mental Health Awareness Month": The Mayor and City Council presented a proclamation to Ulises Gutierrez representing Inspire, as well as representatives from Foothill Unity Center and the YMCA.

PR-4 Proclaiming May 2023 as "Asian Pacific American Heritage Month": Councilmember Dr. Kelly read the proclamation aloud.

STUDENT GOVERNMENT REPRESENTATIVE: Student Liaison Angelina Hamilton 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 Councilmember Crudginton, seconded by Councilmember Jiménez, 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 April 18, 2023, Special Joint Meeting of the Monrovia City Council and the Monrovia Arcadia Duarte Town Council and April 18, 2023 Regular Meeting of the Monrovia City Council: The City Council adopted the Minutes of the April 18, 2023, Special Joint Meeting and Regular Meeting.

CC-2 Payroll No. 9 in the Net Amount of \$727,597.15, and Warrant Registers dated April 20 and April 27,

2023, in the Total Amounts of \$130,118.74 and \$833,133.51, Respectively: The City Council approved Payroll No. 9 in the net amount of \$727,597.15, and Warrant Registers dated April 20 and April 27, 2023, in the total amounts of \$130,118.74 and \$833,133.51, respectively.

CC-3 Amending Chapter 2.54 of the Monrovia Municipal Code Relating to the Required Number of Members on the Monrovia Historic Preservation Commission and the Qualifications for Commission Membership; Adoption of Ordinance No. 2023-01: The City Council adopted Ordinance No. 2023-01.

CC-4 Amendment No. 1 to the Memorandum of Understanding (MOU) with Boys and Girls Club of the Foothills dated April 17, 2018, Related to the Recreational Based Summer Camp Program in an Amount not to Exceed \$23,100.00 for the Period Ending June 30, 2024: The City Council approved Amendment No. 1 to the Memorandum of Understanding with the Boys and Girls Club of the Foothills dated April 17, 2018, related to the recreational based summer camp program in an amount not to exceed \$23,100.00 for the Period Ending June 30, 2024, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-5 Amendment No. 3 to the Exclusive Franchise Agreement with Raw Inspiration, Inc., Dated June 21, 2016, to Operate the Monrovia Friday Night Family Street Fair Event for the Period Ending June 30, 2024: The City Council approved Amendment No. 3 to the Exclusive Franchise Agreement with Raw Inspiration, Inc., dated June 21, 2016, to operate the Monrovia Friday Night Family Street Fair Event for the period ending June 30, 2024, and to authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-6 Purchase of One (1) 2023 Ford F-650 Dump Truck in an Amount Not to Exceed \$140,000.00; Authorize a Contingency Amount not to Exceed \$28,000.00, for a Total Approved Amount not to Exceed \$168,000.00; Find that negotiation instead of formal quote process will best serve the City due to the specialized circumstances of vehicle purchases currently; Authorize the City Manager to enter into purchase contracts: The City Council approved the purchase of one (1) 2023 Ford F-650 Dump Truck in an amount not to exceed \$140,000.00; authorized a contingency amount not to exceed \$28,000.00, for a total approved amount not to exceed \$168,000.00; found that negotiation instead of formal quote process would best serve the City due to the specialized circumstances of vehicle purchases currently, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-7 Award of Contract to Layne Christensen Company for Rehabilitation of the Treatment Tower 3 and Treatment Tower 4 Booster Pumps in an Amount not to Exceed \$44,039.99; Authorize a Contingency Amount not to Exceed \$4,400.00; and Find that the Project is Categorically Exempt from Review Under California Environmental Quality Act (CEQA) Guidelines Section 15301(b): The City Council approved the the Plans and Specifications for the Treatment Tower No. 3 and 4 Booster Pump Rehabilitation Project, awarded a contract to Layne Christensen Company for the rehabilitation of Treatment Tower No 3 and 4 Booster Pumps in an amount not to exceed \$44,039.99; authorized the City Manager or designee to approve contract change orders not to exceed \$4,400.00; found that the Project was categorically exempt from CEQA review; and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-8 Agreement with Fifth Asset, Inc., dba DebtBook, in an Amount Not to Exceed \$34,500.00 for Software Services related to Debt, Lease, and Subscription Management, for the Period Ending June 30, 2026: The City Council approved the Agreement with DebtBook, in an amount not to exceed \$34,500 for software services related to debt, lease, and subscription management, for the period ending June 30, 2026, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

CC-9 Memorandum of Understanding with Monrovia Unified School District Related to the School Resources Officer (SRO) Program for the Period Ending June 30, 2026: The City Council approved an Memorandum of Understanding between the City of Monrovia and the Monrovia Unified School District related to the School Resources Officer (SRO) Program for the period ending June 30, 2026, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-10 Amendment No. 1 to the Facility Use Agreement dated June 11, 2020, with Volunteer Center of the San Gabriel Valley for Continued Use of 258 square feet of Space in the Monrovia Community Center for the Period Ending June 30, 2024: The City Council approved Amendment No. 1 to the Facility Use Agreement dated June 11, 2020, with the Volunteer Center of San Gabriel Valley for continued use of 258 square feet of space in the Monrovia Community Center for the Period Ending June 30, 2024, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-11 Purchase and Installation of Audiovisual Equipment at Monrovia Public Library by Pacific Productions in an Amount not to Exceed \$32,430.00; Approve a Contingency in an Amount not to Exceed \$3,200.00; and Find the Project is Exempt from California Environmental Quality Act (CEQA) (Class 1) under CEQA Guidelines Section 15301: The City Council approved the purchase and installation of audiovisual equipment by Pacific Productions in an amount not to exceed \$32,430.00, approved a contingency in an amount not to exceed \$3,200.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-12 Amendment No. 5 to the Consultant Services Agreement with The Sauce Creative Services dated July 1, 2018, Related to 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, 2024, in an Amount Not to Exceed \$122,000.00: The City Council approved Amendment No. 5 to the Consultant Services Agreement with The Sauce dated July 1, 2018, related to design and production of the Monrovia Today publication and on-call creative design services for the period ending June 30, 2024, in an amount not to exceed \$122,000.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

PUBLIC INPUT: Public comment was accepted by Sarah Godinez, Assistant to the City Clerk, by email prior to 3:00 p.m. on the day of the meeting. The full text of comments, if any received, were provided to all members of the City Council and posted to the City website.

1. Gerald Delker, Monrovia
2. Chris Loos, Community Media of the Foothills
3. Terri Prado, Monrovia
4. Rosemary Gavidia, Monrovia
5. Juliana Onate, Monrovia Chamber of Commerce (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.

RCM-2 Review of City's Plan to Address Homelessness: Tina Cherry, Community Services Director, provided background information as well as an update on the plan, results to date, and next steps.

RCM-3 Initiative No. 21-0042A1, "The Taxpayer Protection and Government Accountability Act"; Resolution No. 2023-13: City Manager Feik provided a brief recap of the item considered previously by the City Council at the April 4, 2023, Regular Meeting.

Following discussion, **it was moved by Councilmember Dr. Kelly, seconded by Councilmember Crudgington, to adopt Resolution No. 2023-13.** The motion carried unanimously by roll call vote.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Councilmember Gloria Crudgington

- (a) Monrovia Historic Preservation Group 2023 Tour

RCC-2 Councilmember Sergio P. Jiménez

- (a) Art in Public Places update
- (b) Monrovia High School Arbor Day Celebration
- (c) Upcoming community events

RCC-3 Councilmember Dr. Tamala Kelly

- (a) State Water Project update
- (b) Monrovia Unified School District Famineer Program
- (c) Upcoming community events

RCC-4 Mayor Pro Tem Larry J. Spicer

- (a) Veterans Thank You Dinner

RCC-5 Mayor Becky A. Shevlin

- (a) Upcoming community events
- (b) Monrovia Area Partnership (MAP) Edu Community event
- (c) Foothill Unity Center Stamp Out Hunger Food Drive
- (d) San Gabriel Valley Council of Government Mental Health Ad Hoc update

ADMINISTRATIVE REPORTS:

AR-1 Agreement with Psomas for Environmental Planning Services associated with Post-Fire/Post-Storm Site Conditions in Canyon Park and the Hillside Wilderness Preserve in an Amount not to Exceed \$56,840.00; Authorize a Contingency Amount not to Exceed \$8,526.00, for Total Project Funding in an Amount not to Exceed \$65,366.00:

Tina Cherry, Community Services Director, reviewed the agenda report and answered questions of the City Council, with assistance from Richard Lewis, Psomas Environmental Specialist

Following discussion, **it was moved by Mayor Pro Tem Spicer, seconded by Councilmember Jimenez, to approve a Consultant Services Agreement with Psomas for Environmental Planning Services associated with Post-Fire/Post-Storm Site Conditions in Canyon Park and the Hillside Wilderness Preserve in an amount not to exceed \$56,840.00; authorize a contingency amount not to exceed \$8,526.00, for total project funding in an amount not to exceed \$65,366.00, 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, May 16, 2023, 7:30 P.M.

ADJOURNMENT: At 9:48 p.m., Mayor Becky Shevlin adjourned the meeting of the Monrovia City Council.

ATTEST:

APPROVED:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk