



# CITY COUNCIL AGENDA REPORT



**DEPARTMENT:** City Manager's Office

**MEETING DATE:** February 20, 2024

**STAFF REFERENCE:** Alice D. Atkins, MMC, City Clerk

**AGENDA LOCATION:** CC-1

**GOVERNMENT CODE 84308 APPLIES:** No

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**TITLE:** Unadopted Minutes of the February 6, 2024, 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 February 6, 2024, Special and Regular Meetings of the Monrovia City Council.

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, FEBRUARY 6, 2024, 7:30 P.M.**

**STUDY SESSION:** Mayor Becky A. Shevlin convened the Special Study Session of the Monrovia City Council on Tuesday, February 6, 2024, at 5:47 p.m., to discuss the Proposed Amendments to Monrovia Municipal Code: Streamlining Review of Multifamily Residential Development in Multiple-family Residential and Neighborhood Commercial Zones. All members were present. In attendance were City Manager Dylan Feik, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins. Mayor Shevlin adjourned the study session at 6:27 p.m.

**CLOSED SESSION:** Mayor Shevlin convened the Closed Session of the Monrovia City Council on Tuesday, February 6, 2024, at 6:30 p.m., to discuss CS-1 Conference with Real Property Negotiator pursuant to Government Code §54956.8; Assessor Parcel No. 8520-018-017; City Negotiator: City Manager; Negotiating Party: to be determined; Under Negotiation: Price and Terms of Payment and CS-2 Public Employee Performance Evaluation pursuant to Government Code § 54957(b)(1): City Manager. Mayor Shevlin adjourned the closed session at 7:25 p.m.

**CONVENE:** Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, February 6, 2024, at 7:30 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:** Police Chaplain Terrence Brown led the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember Sergio P. 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 Craig Steele stated that the City Council met in closed session to discuss the items on the posted agenda, and took no reportable action; all members were present.

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Proclaiming February 2024 as “Black History Month”:** The City Council presented the proclamation to Barbara Gholar, Monrovia Duarte Black Alumni Association.

**STUDENT GOVERNMENT REPRESENTATIVE:** Student Liaison Guadalupe Hilario 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 Jiménez, to approve the consent calendar. The motion carried unanimously. The consent calendar consisted of the following items:

**CC-1 Unadopted Minutes of the January 16, 2024, Special and Regular Meetings of the Monrovia City Council:** The City Council adopted the Minutes of the January 16, 2024, Special and Regular Meetings of the Monrovia City Council.

**CC-2 Payroll Nos. 2 and 3 in the Net Amount of \$865,244.12, and \$804,021.37, Respectively, and Warrant Registers dated January 18, January 25, and February 1, 2024, in the Total Amounts of \$1,394,223.94, \$1,233,598.96, and \$ 301,873.39, Respectively:** The City Council approved Payroll Nos. 2 and 3 in the net amount of \$865,244.12 and \$804,021.37, respectively, and Warrant Registers dated January 18, January 25, and February 1, 2024, in the total amounts of \$1,394,223.94, \$1,233,598.96, and \$ 301,873.39 respectively.

**CC-3 Adoption of Updated Conflict of Interest Code to Include Positions that must be Designated, Resolution No. 2024-07:** The City Council adopted Resolution No. 2024-07.

**CC-4 Award of Contract to Landscape Structures Inc., for the Rotary Park Playground Renovation Project in an Amount Not to Exceed \$432,112.37; Approval of a Contingency Amount not to Exceed \$43,000.00; for a total Project Budget in an Amount not to Exceed \$475,112.37; and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act:** The City Council awarded a contract to Landscape Structures Inc., for the Rotary Park Playground Renovation Project in an amount not to exceed \$432,112.37; approved a contingency amount not to exceed \$43,000.00; for a total Project Budget in an Amount not to Exceed \$475,112.37; found the Project is categorically exempt from review under California Environmental Quality Act, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-5 Agreement with Managed Career Solutions, SPC, under the Employment Development Department and the National Dislocated Workers Grant, for Trail Maintenance in Canyon Park and the Hillside Wilderness Preserve for the Period Ending December 31, 2024:** The City Council approved the Agreement with Managed Career Solutions, SPC, for the period ending December 31, 2024, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-6 Acceptance of Work, Filing Notice of Completion, and Release Retention Funds to Pro Services General Contractors for the Patch and Reseal of the Playground Surface at Library Park:** The City Council accepted the work of Pro Services General Contractors for the Patch and Reseal of the Playground Surface at Library Park, 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-7 Consultant Services Agreement with Perkins Eastman Architects, D.P.C., for Professional Design Services Related to the Monrovia Community Center Renovation Project in an Amount Not to Exceed \$1,878,000; and Approve a Contingency in an Amount Not to Exceed \$187,800:** The City Council approved a Consultant Services Agreement with Perkins Eastman for the professional design services of plans, specifications, and construction estimates for the Monrovia Community Center Renovation Project in an amount not to exceed \$1,878,000.00; approved a contingency in an amount not to exceed \$187,000.00; and authorized an appropriation of \$2,065,800.00 from the CIP Fund towards this project, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-8 2022-2023 California Public Library Survey Annual Report:** The City Council received and filed the 2022-2023 California Public Library Survey annual report.

**CC-9 Subrecipient Agreement between the County of Los Angeles and the City of Monrovia for Acceptance of 2022 State Homeland Security Grant Program Funds in the Amount of \$50,000.00:** The City Council approved the Subrecipient Agreement between Los Angeles County and the City of Monrovia related to the 2022 State Homeland Security Grant Program funds in the amount of \$50,000.00, and authorized the City Manager or his designee to accept and expend any additional 2022 SHGP funds that may become available and execute the necessary documents.

**CC-10 Amendment No. 1 to the Consultant Services Agreement with Michael Baker International, Inc., dated November 7, 2023, to Extend Temporary Contract Planning Services Through the Period Ending April 30, 2024, in an Total Amount Not to Exceed \$135,000, With One (1) Three-Month Option to Extend:** The City Council approved an amendment to the agreement with Michael Baker International, Inc., to provide temporary contract planning services in an amount not to exceed \$135,000 for the period ending April 30, 2024, with one (1) three-month option to extend, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-11 One-Year Time Extension on the Approval of Vesting Tentative Tract Map No. 82571 and Conditional Use Permit CUP2019-0016 for the Consolidation of Thirteen Parcels into One (1) 3.30 Acre Site and the Construction of the Arroyo at Monrovia Station Mixed-Use Development Located at 202-238 West Evergreen Avenue; 1551 South Primrose Avenue; and 1610 South Magnolia Avenue; Resolution No. 2024-09, by Evergreen Investment Partners, LLC (Matt Waken):** The City Council adopted Resolution No. 2024-09.

**CC-12 Task Order No. 31 Under the Current On-Call Consultant Services Agreement dated June 21, 2022, with Stetson Engineers Inc., Related to the Design of PFAS and VOC Treatment for Expanded Design Modifications Needs and Procurement Assistance in the Amount of \$29,600.00:** The City Council approved task order No. 31 with Stetson Engineers Inc. related to the design of PFAS and VOC treatment to include expanded design modifications needs and procurement assistance in the amount of \$29,600.00, and

authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-13 Fourth Amendment of the Lease and Operating Agreement dated July 1, 2018, with Community Media of the Foothills to Extend the Term Through June 30, 2024, in an Amount Not to Exceed \$95,000.00:** The City Council approved the Fourth Amendment of the Lease and Operating Agreement dated July 1, 2018, with Community Media of the Foothills to extend the term through June 30, 2024 at the compensation rate of \$15,833.34 per month, not to exceed \$95,000.00 for the extended term, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-14 Lease of LVT Portable D3 Camera Unit from LiveView Technologies (LVT) in an Amount not to Exceed \$30,600.00:** The City Council approved a one-year lease of the LVT Portable D3 Camera Unit from Light View Technologies in the amount of \$30,600.00, 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 email prior to 3:00 p.m. on the day of the meeting, provided to City Council, and posted to City website.

1. Raquel McLaughlin, Willie's Vintage
2. Chris Loos, Monrovia
3. Brenda Trainor, Monrovia

#### **PUBLIC HEARINGS / MEETINGS:**

**PH-1 Continued from January 16, 2024, Proposed 50th Year (Fiscal Year 2024-2025) Community Development Block Grant (CDBG) Programs; Resolution No. 2024-02**

Craig Jiménez, Director, reviewed the staff report and answered questions of the City Council.

Mayor Shevlin opened and closed the public hearing, as there was no one present wishing to speak on the item.

**It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Dr. Kelly, to adopt Resolution No. 2024-02.** The motion carried unanimously by roll call vote.

**PH-2 Amendments to Title 2 (Administration and Personnel) and Title 17 (Zoning) of the Monrovia Municipal Code to Streamline the Review of Multiple-family Residential Development in the Multiple-Family Residential and Neighborhood Commercial Zones; Introduction and First Reading of Ordinance No. 2024-01**

John Mayer, Senior Planner reviewed the staff report and answered questions of the City Council.

Mayor Shevlin opened the public hearing.

1. Edward Belden, Monrovia, spoke in support with suggestions
2. Teresa, Monrovia, spoke in opposition
3. Brian Yamaguchi, Monrovia, spoke in support with suggestions

Mayor Shevlin closed the public hearing.

**It was moved by Councilmember Jiménez, seconded by Mayor Pro Tem Spicer, to introduce, waive further reading, and read by title only Ordinance No. 2024-01, with the additional language read into the record by staff.** The motion carried unanimously by roll call vote.

City Attorney Steele read the title of Ordinance No. 2024-01 as follows:

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, 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**

#### **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, responded to comments given during public input, provided a brief update on auto repair shops. Chief Jeremy Sanchez provided an update on the recent fire incident at Bradoaks Elementary School; Chief Alan Sanvictores provided an update on a recent homicide incident; Community Services Director Tina Cherry showed a brief video highlighting an award given by California Park & Recreation Society for the Lucinda Garcia Park Improvements.

#### **REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:**

**RCC-1 Councilmember Gloria Crudgington** had no report

**RCC-2 Councilmember Sergio P. Jiménez**

- (a) Recent ride-along with Police and Fire Departments
- (b) Recent and upcoming community events

**RCC-3 Councilmember Dr. Tamala Kelly** had no report

**RCC-4 Mayor Pro Tem Larry J. Spicer**

- (a) League of California Cities Public Safety Committee
- (b) Foothill Gold Line Update
- (c) Recent and upcoming community events

**RCC-5 Mayor Becky A. Shevlin**

- (a) Recent ride-along with Police Department
- (b) Community Coordinating Council Meeting
- (c) Represented San Gabriel Council of Governments at Serenity Homes
- (d) Recent and upcoming community events
- (e) Clean Power Alliance

#### **ADMINISTRATIVE REPORTS:**

**AR-1 Amendment to Monrovia Municipal Code Section 2.12.030 Related to City Council Compensation Pursuant to SB 329, Second Reading of Ordinance No. 2024-02, and Elected City Clerk and City Treasurer Compensation, Resolution 2024-06**

Dylan Feik, City Manager, reviewed the agenda report and answered questions.

**It was moved Mayor Pro Tem Spicer, seconded by Councilmember Jimenez, to adopt Ordinance No. 2024-02 and adopt Resolution 2024-06.** The motion carried 4-1; with Mayor Shevlin opposed.

**AR-2 Expenditure of Art in Public Places Funds in an Amount not to Exceed \$19,500.00 for Installation of the Pat Ostrye Neighborhood Treasure Landmark by Joy Bushmeyer**

Craig Jimenez, Director, reviewed the agenda report and answered questions.

**It was moved Mayor Pro Tem Spicer, seconded by Councilmember Crudgington, to authorize the expenditure in an amount not to exceed \$19,500.00 from the Art in Public Places fund for the installation of a Neighborhood Treasures Landmark recognizing Pat Ostrye, 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, February 20, 2024, 7:30 P.M.

**ADJOURNMENT:** At 9:16 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of John W. Carlson, Sr., longtime resident and father of Library Board Member John Wayne Carlson and Linda Bryan, wife of former Fire Chief Peter Bryan.

ATTEST:

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Alice D. Atkins, MMC, City Clerk

APPROVED:

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Becky A. Shevlin, Mayor