



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: May 18, 2021

PREPARED BY: Alice D. Atkins, City Clerk

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the May 4, 2021, 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 Meetings of the Monrovia City Council.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to adopt the Minutes of the May 4, 2021, Special and Regular Meetings.

CC-1

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, MAY 4, 2021, 7:30 P.M.**

In accordance with Executive Order N-29-20 and guidance from the California Department of Public Health on gatherings, members of the public were encouraged to participate in the meeting remotely by viewing on the KGEM channel through their local cable provider or online at www.foothillsmedia.org.

CLOSED SESSION: Mayor Tom Adams convened the Special Meeting / Closed Session of the Monrovia City Council on Tuesday, May 4, 2021, at 6:30 p.m., to discuss: CS-1 Conference with Legal Counsel, Significant Exposure to Litigation – Government Code Section 54956.9(d)(2): One (1) potential case. All members were present via videoconference. Mayor Adams adjourned the closed session at 7:15 p.m.

CONVENE: Mayor Adams convened the Regular Meeting of the Monrovia City Council on Tuesday, April 6, 2021, at 7:32 p.m. In attendance were City Manager Dylan Feik, Assistant City Manager Lauren Vasquez and City Clerk Alice D. Atkins. City Attorney Craig A. Steele participated via videoconference.

INVOCATION: Police Chaplain Terrence Brown led the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Alexander C. Blackburn led the pledge of allegiance.

ROLL CALL: In attendance were Councilmembers Alexander C. Blackburn, Becky A. Shevlin, Larry J. Spicer, Mayor Pro Tem Gloria Crudgington, and Mayor Tom Adams. All members participated via videoconference pursuant to the Governor's Executive Order N-29-20.

REPORT OF CLOSED SESSION: City Attorney Craig A. Steele stated that the City Council met in closed session, at which all members were present, to discuss the item on the posted agenda. No reportable action was taken.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Proclaiming May 2021 as "Asian/Pacific American Heritage Month": Mayor Adams read the proclamation and directed staff to provide a copy to the Monrovia Historical Museum.

STUDENT GOVERNMENT REPRESENTATIVE: Student Liaison Sophia Labio was excused.

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

CONSENT CALENDAR: Mayor Adams pulled item CC-7 for discussion. **It was moved by Councilmember Spicer, seconded by Councilmember Shevlin, to approve the remainder of 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 20, 2021, Special Joint Meeting of the Monrovia City Council and the Monrovia Planning Commission and Regular Meeting of the Monrovia City Council: The City Council adopted the Minutes of the April 20, 2021, Special Joint Meeting of the Monrovia City Council and the Monrovia Planning Commission and Regular Meeting of the Monrovia City Council.

CC-2 Payroll No. 9 in the Net Amount of \$630,342.84, and Warrant Registers dated April 22 and April 29, 2021, in the Total Amounts of \$148,996.51 and \$738,431.41, Respectively: The City Council approved Payroll No. 9 in the net amount of \$630,342.84, and Warrant Registers dated April 22 and April 29, 2021, in the total amounts of \$148,996.51 and \$738,431.41, respectively.

CC-3 Amendment No. 2 to the Consultant Services Agreement with Access Control Services dated June 19, 2018, for Security Services Related to City Special Events and Private City Facility Rentals for the period ending June 30, 2022: The City Council approved Amendment No. 2 to the Consultant Services Agreement with Access Control Security dated June 19, 2018, related to security for City special events and private City facility rentals for the period ending June 30, 2022, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-4 Amendment No. 2 to the Consultant Services Agreement with Serenity Care Health dated August 7, 2018, to Provide Meals for the Senior Nutrition Lunch Program for the Period Ending June 30, 2022 in

an Amount not to Exceed \$18,200.00: The City Council approved Amendment No. 2 to the Consultant Services Agreement with Serenity Care Health dated August 7, 2018, to provide meals for the Senior Nutrition Lunch Program for the period ending June 30, 2022, in an amount not to exceed \$18,200.00 and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-5 Award of Contract to David Proctor DBA 1 800 Pro Fence Related to Canyon Park Fence Replacement in an Amount Not to Exceed \$30,125.00: The City Council awarded a contract to David Proctor DBA 1 800 Pro Fence to complete the fence replacement within Canyon Park in an amount not to exceed \$30,125.00, appropriated the necessary funding from the Bobcat Fire Project Fund, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-6 Purchase of One (1) 2021 Dodge 4500 Crew Cab Diesel Light Duty Paramedic Rescue Squad from KME Fire Apparatus Group in the Amount of \$233,009.54: The City Council found that the purchase is exempt from the City's bidding requirements under Monrovia Municipal Code Section 3.24.120(A)(2), approved the purchase of one (1) 2021 Dodge 4500 Crew Cab Diesel Light Duty Paramedic Rescue Squad from KME Fire Apparatus Group in the amount of \$233,009.54, and authorized the City Manager to execute all required purchasing documents in a form approved by the City Attorney.

CC-7 Purchase of Replenishment Water from the Main San Gabriel Basin Watermaster in an Amount Not to Exceed \$750,000.00: This item was pulled from the Consent Calendar for discussion.

CC-8 Consultant Services Agreement with Evan Brooks Associates, Inc., for On-Call Strategic Planning Services for the Period Ending June 30, 2024: The City Council found that the contract is unique and specialized, and thus not subject to competitive bidding under Monrovia Municipal Code Section 3.24.120(A)(13), approved the Consultant Services Agreement with Evan Brooks Associates, Inc., for on-call strategic planning services 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-9 Consultant Services Agreement with Stearns, Conrad and Schmidt Engineers, Inc., for On-Call Consultant Services regarding State Bill (SB) 1383 Compliance, and Task Order in an Amount not to Exceed \$24,700: The City Council found that the contract is unique and specialized, and thus not subject to competitive bidding under Monrovia Municipal Code Section 3.24.120(A)(13), and approved the Consultant Services Agreement with Stearns, Conrad and Schmidt Engineers, Inc., for on-call SB 1383 consulting services through the period ending June, 30, 2024, approved a task order in an amount not to exceed \$24,700.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-10 Emergency Repairs to the Drainage Facilities and Concrete Structures at and adjacent to 843 East Palm Avenue in an Amount not to Exceed \$35,000.00: The City Council dispensed with bidding requirements pursuant to Monrovia Municipal Code Section 3.26.080 and approved the emergency repair of the drainage facilities and concrete structures at and adjacent to 843 East Palm Avenue, approved payment to G.M. Sager Construction Company in an amount not to exceed \$35,000.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney. A 4/5 vote was required.

CC-11 Proposed Side Letters of Agreement with Monrovia Firefighters' Association Related to Uniform Allowance and Fire Investigator Stipend Program: The City Council approved the Side Letters of Agreement with Monrovia Firefighters' Association related to Uniform Allowance and Fire Investigator Stipend Program.

CC-12 Agreement with Pyro Spectaculars in the Amount of \$24,000.00 for Production of the 2021 Fourth of July Fireworks Show: The City Council approve an agreement with Pyro Spectaculars for production of the 2021 Fourth of July fireworks show in the amount of \$24,000.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-13 Memorandum of Agreement (MOA) between the City of Monrovia and the San Gabriel Valley Council of Governments for participation in the San Gabriel Valley Regional Vehicle Miles Traveled (VMT) Mitigation Fee Structure in an amount not to exceed \$10,000.00: The City Council approved a Memorandum of Agreement between the San Gabriel Valley Council of Governments and the City of Monrovia for participation in the San Gabriel Valley Regional Vehicle Miles Travelled (VMT) Mitigation Fee Structure in an amount not to exceed \$10,000.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

ITEMS PULLED FROM CONSENT CALENDAR:

CC-7 Purchase of Replenishment Water from the Main San Gabriel Basin Watermaster in an Amount Not to Exceed \$750,000.00: Following a brief report from City Manager Feik and Deputy Public Works Director Alex Tachiki, the City Council approved the purchase of replenishment water from Main San Gabriel Basin Watermaster in the amount of \$750,000.00 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 email to City Clerk Atkins prior to 5:00 p.m. on the day of the meeting, and read aloud. The full text of comments were provided to all members of the City Council and posted to the City website. In addition, members of the public participated via Zoom video/teleconference.

1. Genevieve Sheehan, Monrovia (via Zoom)
2. Brian Tindall, Monrovia (via Zoom)
3. Gayle Montgomery, Monrovia (via Zoom)
4. Sari Canales, Executive Director, Monrovia Chamber of Commerce (via Zoom)
5. Jason Willoughby, 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.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Mayor Tom Adams

- (a) Art in Public Places Committee Route 66 Artwork

RCC-2 Mayor Pro Tem Gloria Crudgington

- (a) MOHPG Old Homes Virtual Tour
- (b) Water Committee Update

RCC-3 Councilmember Alexander C. Blackburn had no report.

RCC-4 Councilmember Becky A. Shevlin

- (a) Southern California Association of Governments (SCAG) Annual Meeting / General Assembly; Proposed Amendments to the SCAG Bylaws, Fiscal Year 2021-22 General Fund Budget and Membership Assessment Schedule, and Ratification of 2021-22 Slate of Elected SCAG Officers
- (b) Recent teen suicide / 24-hour Monrovia Healing Connections hotline; (b) Upcoming Los Angeles County transition to "yellow tier" pandemic precautions
- (c) Recent and upcoming regional meetings
- (d) Recruitment for upcoming terms on boards and commissions
- (g) Quarterly MAP-edu meeting
- (h) Old Homes Tour

RCC-5 Councilmember Larry J. Spicer

- (a) 2021 Monrovia Days Celebration

ADMINISTRATIVE REPORTS:

AR-1 Ad Hoc Committee on Equity and Inclusion Recommendations

Communications Analyst Jackie Tran introduced the committee, who each presented highlights from the report.

Public Input:

1. Anna Bischoff, Monrovia (via email)
2. Melissa Taylor, Monrovia (via email)

3. Catherine McCallum, Monrovia (via email)
4. Jacob Pierce, Monrovia (via Zoom)
5. Jason Willoughby, Monrovia (via Zoom)
6. Gayle Montgomery, Monrovia (via Zoom)

Following discussion, **it was moved by Councilmember Shevlin, seconded by Mayor Pro Tem Crudgington, to receive and file the *ad hoc* Committee on Equity and Inclusion recommendations, to work on recommendations, and come back at a meeting with the Committee in no more than 6 months to review and report progress.** The motion carried by unanimous roll call vote.

AR-2 Fiscal Year 2020-21 Operating Budget Update, Resolution No. 2021-23

Administrative Services Director Bullis reviewed the Agenda Report and answered questions of the City Council.

It was moved by Mayor Pro Tem Crudgington, seconded by Councilmember Blackburn, to adopt Resolution No. 2021-23. The motion carried by unanimous roll call vote.

PUBLIC INPUT, CONTINUED, IF NEEDED: None

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED: Above

SCHEDULED MEETINGS: The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, May 18, 2021, 7:30 P.M.

ADJOURNMENT: At 9:38 p.m. Mayor Adams adjourned the meeting in memory of Barbara Roberts, mother-in-law of Community Services Management Analyst Heather Gibson; Tonia Gray, aunt of Administrative Services Accounts Assistant April Olson; and Natalia Bugelli, centenarian, longtime Monrovia resident, and longtime New Horizon Club member.

ATTEST:

APPROVED:

Tom Adams, Mayor

Alice D. Atkins, MMC, City Clerk