



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: September 5, 2023

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

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the August 1, 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 August 1, 2023, Special and Regular Meetings.

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, AUGUST 1, 2023, 7:30 P.M.**

CONVENE: Mayor Becky A. Shevlin convened the Regular Meeting of the Monrovia City Council on Tuesday, August 1, 2023, at 7:33 p.m. in Council Chambers, 415 S. Ivy Avenue, Monrovia, California. 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 Gloria Crudgington led the pledge of allegiance.

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

REPORT OF CLOSED SESSION: Mayor Shevlin stated that the Closed Session scheduled for at 6:30 p.m. was continued to follow the regular meeting.

PRESENTATIONS/PROCLAMATIONS: None

STUDENT GOVERNMENT REPRESENTATIVE: To resume in September.

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

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

CC-1 Unadopted Minutes of the July 10, 2023, Special Meeting of the Monrovia City Council and Los Angeles County 5th District Supervisor Kathryn Barger and July 18, 2023, Special and Regular Meetings of the Monrovia City Council: The City Council adopted the Minutes of the July 10, 2023, Special Meeting of the Monrovia City Council and Los Angeles County 5th District Supervisor Kathryn Barger and July 18, 2023, Special and Regular Meetings.

CC-2 Payroll Nos. 15 in the Net Amount of \$791,779.17, and Warrant Registers dated July 20 and July 27, 2023, in the Total Amounts of \$4,314,893.33 and \$918,177.67, Respectively: The City Council approved Payroll No. 15 in the net amount of \$791,779.17, and Warrant Registers dated July 20 and July 27 2023, in the total amounts of \$4,314,893.33 and \$918,177.67 respectively.

CC-3 Adopting Zone Amendment ZA2023-0001 Amending the Official Zoning Map for the City of Monrovia Set Forth in Section 17.04.040 of Title 17 (Zoning) of the Monrovia Municipal Code to Change the RM3500 (Residential Medium 3500) Zone Designation of the Property Located at 508-512 South Ivy Avenue to PD-28 (Planned Development - Area 28) Zone; Adoption of Ordinance No. 2023-03: The City Council adopted Ordinance No. 2023-03.

CC-4 Annual Levy Amount for the Community Facilities District (CFD) Special Taxes for the 2023-2024 Fiscal Year; Resolution Nos. 2023-36 and 2023-37, and Repeal Resolution Nos. 2023-23 and 2023-24: The City Council adopted Resolution Nos. 2023-36 and 2023-37.

CC-5 Amendment No. 1 to the Memorandum of Agreement By and Among the Cities of Arcadia, Bradbury, Duarte, Monrovia, and Sierra Madre, and the County of Los Angeles and the Los Angeles County Flood Control District Related to the Administration of and Cost Sharing for the Coordinated Integrated Monitoring Program for the Rio Hondo/San Gabriel River Water Quality Group: The City Council approved Amendment No. 1 to the Memorandum of Agreement by and among the Cities of Arcadia, Bradbury, Duarte, Monrovia, and Sierra Madre, and the County of Los Angeles and the Los Angeles County Flood Control District relating to the administration and cost sharing for the Coordinated Integrated Monitoring Program for the Rio Hondo/San Gabriel River Water Quality Group, and directed the City Manager to execute the necessary documents.

CC-6 Update to the Citywide Records Retention Schedule, Resolution No. 2023-39: The City Council adopted Resolution No. 2023-39.

CC-7 Selection of Default Renewable Energy Tier with the Clean Power Alliance; Resolution No. 2023-38: The City Council adopt Resolution No. 2023-38

CC-8 Consultant Services Agreement with Columbia Capital Management, LLC, in an Amount Not to Exceed \$131,250.00 for Investment Management Services for the Period Ending June 30, 2026, with Two (2) One-Year Options to Extend: The City Council approved the Consultant Services Agreement with Columbia Capital in an amount not to exceed \$131,250.00 for investment management services for the period ending June 30, 2026, with two (2) one-year options to extend, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-9 Agreement with Upper San Gabriel Valley Municipal Water District Related to Purchase and Installation of Electric Vehicle Charging Stations in an Amount Not to Exceed \$16,500.00: The City Council approved an agreement with Upper San Gabriel Valley Municipal Water District to designate the Upper District's headquarters as the site for a second EV Charging Pilot Project in Monrovia; approve a capital outlay in an amount not-to-exceed \$16,500 for the purchase of four public charging stations and half the cost of a payment kiosk to be located at Upper District's headquarters in Monrovia, 248 E Foothill Boulevard; and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-10 Consultant Services Agreement with the Monrovia Historical Society to Related to the Monrovia Legacy 2.0 Project in an Amount Not to Exceed \$30,000.00: The City Council approved a Consultant Services Agreement with the Monrovia Historical Society related to the Monrovia Legacy 2.0 Project in an amount not to exceed \$30,000.00, 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 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. Lianna Navasardian, My Academy Preschool

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 Councilmember Gloria Crudgington had no report.

RCC-2 Councilmember Sergio P. Jiménez

- (a) Water Education for Latino Leaders (WELL) Fellowship Program

RCC-3 Councilmember Dr. Tamala Kelly

- (a) Community Media of the Foothills, Ralph Walker Internship

RCC-4 Mayor Pro Tem Larry J. Spicer had no report

RCC-5 Mayor Becky A. Shevlin

- (a) Update on United States Postal Service Mail Forwarding Concerns
- (b) Upcoming events in Monrovia

ADMINISTRATIVE REPORTS:

AR-1 Expenditure of Art in Public Places Funds in an Amount not to Exceed \$16,500.00 for Installation of the Neighborhood Treasure Landmark by Phillip Godinez to Commemorate Isaac Epperson

Craig Jimenez, Community Development Director, reviewed the agenda report and answered questions of staff.

It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Jiménez, to authorize the expenditure in an amount not to exceed \$16,500.00 from the Art in Public Places fund for the installation of a Neighborhood Treasures Landmark recognizing Isaac Epperson, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney. The motion carried unanimously.

AR-2 Award of Contract to Palp, Inc., dba Excel Paving for the Monrovia Comprehensive Street Improvement Project, Project No. G-958, in an Amount Not to Exceed \$4,887,697.58; Approval of a Project Contingency in an Amount Not to Exceed \$668,769.76; Approval of Task Order No. 106 Under the On-Call Consultant Services Agreement with Merrell-Johnson Engineering, Inc., Dated June 16, 2020, for Construction Management of the Monrovia Street Improvements Project in an Amount Not to Exceed \$485,738.30; Appropriate \$1,100,000.00 from the Road Maintenance Rehabilitation Account Reserves

Alex Tachiki, Public Works Director, reviewed the agenda report and answered questions of staff.

Following discussion, it was moved by Councilmember Jiménez, seconded by Councilmember Crudgington, to award a contract to Palp, Inc. dba Excel Paving for the Monrovia Comprehensive Street Improvement Project, Project No. G-958, in an amount not to exceed \$4,887,697.58; approve a Project Contingency in an amount not to exceed \$668,769.76; approve Task Order No. 106 under the On-Call Consultant Services Agreement Dated June 16, 2020, with Merrell-Johnson Engineering, Inc., for Construction Management of the Monrovia Street Improvements Project in an amount not to exceed \$485,738.30, appropriate \$1,100,000.00 from the Road Maintenance Rehabilitation Account Reserves 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.

AR-3 Amendment to Title 2 (Administration and Personnel), and Title 5 (Business Taxes, Licenses and Regulations) of the Monrovia Municipal Code to Establish Automotive Repair Operational Requirements; Introduction and First Reading of Ordinance No. 2023-02:

Justin Edson, Neighborhood & Business Services Division Manager, reviewed the agenda report and answered questions of staff.

Public Input:

1. Jeff Johnson, Ferrari Bros.
2. Teri Prado, Monrovia

Mayor Shevlin appoint Mayor Pro Tem Spicer to monitor the implementation of the process and report back on at least a quarterly business.

Following discussion, it was moved by Mayor Pro Tem Spicer, seconded by Councilmember Dr. Kelly, to introduce, waive further reading, and read by title only Ordinance No. 2023-02. The motion carried unanimously by roll call vote.

City Attorney Steele read the title of Ordinance No. 2023-02 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, AMENDING TITLE 2 (ADMINISTRATION AND PERSONNEL) AND TITLE 5 (BUSINESS TAXES, LICENSES AND REGULATIONS) OF THE MONROVIA MUNICIPAL CODE BY ADDING A NEW CHAPTER 5.84 TO ESTABLISH AUTOMOTIVE REPAIR OPERATIONAL REQUIREMENTS, AMENDING RELATED PROVISIONS OF THE MONROVIA MUNICIPAL CODE, AND MAKING A DETERMINATION OF EXEMPTION UNDER CEQA

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, September 5, 2023, 7:30 P.M.

ADJOURNMENT: At 8:45 p.m., Mayor Shevlin adjourned the Regular Meeting in memory of David Merrell, brother of City Engineers Brad Merrell and Jim Merrell; James Rolf, father of Monrovia Old Town Advisory Boardmember Kristin Miller; Grace Flores, grandmother of Assistant City Manager Lauren Vasquez; Sergio

Cerda and Lucia Nuño, parents of Wendy Montoya, Danielle Gutierrez Nuño, and Plymouth Elementary students Sophie and Lucie Grace.

CLOSED SESSION: Mayor Shevlin convened the Closed Session of the Monrovia City Council on Tuesday, August 1, 2023, at 8:45 p.m., at which all members were present to discuss CS-1 Conference with Real Property Negotiator pursuant to Government Code §54956.8; 124, 126, 132 and 142 West Pomona; Agency Negotiator: City Manager; Negotiating Party: To be determined; Under Negotiation: Price and Terms of Payment; and CS-2 Conference with Real Property Negotiator pursuant to Government Code §54956.8; 324-328 S. Myrtle; City Negotiator: City Manager; Negotiating Party: Monrovia Old Town Office Retail Motor LLC; Under Negotiation: Price and Terms of Payment. City Attorney Steele announced a Report of Closed Session would be provided at the next Regular Meeting on September 5, 2023. Mayor Shevlin adjourned the Closed Session at 10:10 p.m.

APPROVED:

ATTEST:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk