

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, DECEMBER 1, 2020, 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](http://www.foothillsmedia.org).

**CLOSED SESSION:** Mayor Adams convened the Special Meeting / Closed Session of the Monrovia City Council on Tuesday, December 1, 2020, at 5:00 p.m., at which all members were present to discuss: CS-1 Conference with Legal Counsel, Existing Litigation – Government Code Section 54956.9(d)(1): City of Monrovia v. Ernest Paul Mnoian, et al., Los Angeles Superior Court Case Number 19STCV31380; CS-2 Conference with Legal Counsel, Significant Exposure to Litigation – Government Code Section 54956.9(d)(2): One (1) potential case; CS-3 Public Employee Evaluation Pursuant to Government Code GC 54957(b)(1): City Manager. In accordance with Executive Order N-29-20, the meeting was conducted via video conference. Mayor Adams adjourned the closed session at 6:35 p.m.

**SPECIAL MEETING:** Mayor Tom Adams convened the Special Meeting of the Monrovia City Council on Tuesday, December 1, 2020, at 7:00 p.m., at which all members were present, to recognize graduates of the Monrovia Area Partnership (MAP) Youth and Adult Leadership Academies. In accordance with Executive Order N-29-20, the meeting was conducted via video conference. Mayor Adams adjourned the special meeting at 7:22 p.m.

**CONVENE:** Mayor Adams convened the Regular Meeting of the Monrovia City Council on Tuesday, December 1, 2020, at 7:32 p.m. in City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were Assistant City Manager Lauren Vasquez and City Clerk Alice D. Atkins. City Manager Dylan Feik and City Attorney Craig A. Steele participated via video conference.

**INVOCATION:** Police Chaplain Terrence Brown led the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember Larry J. Spicer led the pledge of allegiance.

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

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

**PRESENTATIONS/PROCLAMATIONS:** None

**STUDENT GOVERNMENT REPRESENTATIVE:** Student Liaison Sophia Labio was excused.

At this time Santa Claus joined the meeting unexpectedly via teleconference and, with the assistance of Police Sergeant John Donchig, reviewed the schedule of the 2020 Santa Tours.

**ORDER OF BUSINESS:** Mayor Adams noted that Staff made a request to move item RCC-1(a) to be heard prior to the Consent Calendar.

The following item was heard out of order:

**RCC-1 Mayor Tom Adams**

(a) Report from Los Angeles County Tax Assessor Jeff Prang – heard out of order preceding Consent Calendar: Assessor Prang provided an overview of responsibilities and programs under the Los Angeles County Tax Assessor

**CONSENT CALENDAR:** It was moved by Councilmember Spicer, seconded by Councilmember Shevlin, 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 17, 2020, Special and Regular Meetings of the Monrovia City Council:** The City Council adopted the Minutes of the November 17, 2020, Special and Regular Meetings.

**CC-2 Payroll No. 24 in the Net Amount of \$699,237.64 and Warrant Registers dated November 19 and November 25, 2020, in the Total Amounts of \$358,197.45 and \$1,312,656.70, Respectively:** The City Council approved Payroll No. 24 in the net amount of \$699,237.64 and Warrant Registers dated November 19 and November 25, 2020, in the total amounts of \$358,197.45 and \$1,312,656.70, respectively.

**CC-3 Destruction of Certain Departmental Records; Resolution No. 2020-83:** The City Council adopted Resolution No. 2020-83.

**CC-4 Amendment No. 1 to the Lease Agreement dated January 1, 2019, with the Boys and Girls Club of the Foothills for Use of the Mary Wilcox Youth Center for the Period Ending December 31, 2021:** The City Council approved Amendment No. 1 to the Lease Agreement dated January 1, 2019 with Boys and Girls Club of the Foothills for the extended use of the Mary Wilcox Youth Center, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-5 Transfer Agreement No. 2020RPUSGR03 with the Los Angeles County Flood Control District Los Angeles Related to the Regional Safe Clean Water Program, and Agreement with Craftwater Engineering, Inc., for Project Design Services for the Encanto Park Stormwater Capture Project in an Amount not to Exceed \$657,306.00:** The City Council approved the Transfer Agreement No. 2020RPUSGR03 with the Los Angeles County Flood Control District Los Angeles Related to the Regional Safe Clean Water Program, the Agreement with Craftwater Engineering, Inc., for Project Design Services for the Encanto Park Stormwater Capture Project in an amount not to Exceed \$657,306.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-6 Safe Clean Water Program Project Application Review Process:** The City Council approved the local Safe Clean Water Program Project Application Review Process.

**CC-7 Declaration of Intention to Form Community Facilities District No. 2020-02 (TownePlace Suites) to Fund Certain Public Services and Authorizing and Directing Certain Related Actions per the Mello-Roos Community Facilities Act of 1982, Resolution No. 2020-81:** The City Council adopted Resolution No. 2020-81.

**CC-8 Agreement with S.N. Ward & Son (Ward Service Auto Repair) for Maintenance of Public Works Fleet Vehicles for the Period Ending December 1, 2023, in an Amount not to Exceed \$217,500, with Two (2) One-Year Options to Extend:** The City Council approved an agreement with S.N. Ward & Son (Ward Service Auto Repair) for Public Works Fleet Vehicle Maintenance for the period ending December 1, 2023, in an amount not to exceed \$217,500, 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.

#### **PUBLIC INPUT:**

Public comment was accepted by email to City Clerk Atkins prior to 6:00 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.

1. Sari Canales, Executive Director, Monrovia Chamber of Commerce
2. Phil Cannon, Monrovia

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

**PH-1 Appeal of Planning Commission Decision to Approve Two Variance Requests for Property Located at 946 Crescent Drive by Melkon Avakyan Appellant; Resolution Number 2020-78:**

Teresa Santilena, Associate Planner, reviewed the Agenda Report and answered questions of the City Council.

Mayor Adams opened the Public Hearing.

1. Tigran Avakyan spoke on behalf of Appellant Melkon Avakyan via teleconference
2. Brad Beutlich, Property Owner via teleconference

3. James Moreland, Monrovia, provided written comments in support of the variance

In response to comments provided by the appellant, City Attorney Steele noted that the purpose of a variance application is to allow deviations from the strict requirements of Monrovia Municipal Code (MMC) requirements – such as building setbacks – when justified based on the unique size, shape or topography of the property, and provided clarification regarding MMC sections cited by the appellant relating to minor conditional use permits versus variances. With regard to pre-publication of a draft resolution, the City Attorney noted that when the Planning Commission has made a decision which is appealed, staff prepares a draft resolution for City Council consideration that upholds the Planning Commission decision. If the City Council were to overturn the Planning Commission decision, staff would prepare an appropriate resolution for City Council consideration at a later meeting.

Following discussion, **it was moved by Councilmember Spicer, seconded by Mayor Pro Tem Blackburn, to adopt Resolution No. 2020-78.** The motion carried unanimously by roll call vote.

City Attorney Steele stated for the record that the City's Council's action on this application was final, there would be no further reconsideration by the City, and the time within which judicial review of this decision must be sought is governed by Civil Code of Procedure Section 1094.6

**PH-2 Historic Landmark HL-156 and Mills Act Contract MA-147 for Property Located at 353 Patterson Drive by Property Owner Tina Herzog; Resolution No. 2020-79:**

John Mayer, Senior Planner, reviewed the Agenda Report and answered questions of Staff.

Mayor Adams opened and closed the Public Hearing as the applicant did not wish to speak on the item and there were no written comments received.

**It was moved by Councilmember Crudginton, seconded by Councilmember Spicer, to adopt Resolution No. 2020-79.** During discussion, the City Council requested a review of the fiscal impacts related to the Historic Preservation program as properties qualifying under the 50-year rolling period would increase. The motion carried 4-1 by roll call vote, with Mayor Pro Tem Blackburn voting no.

**PH-3 Historic Landmark HL-157 and Mills Act Contract MA-148 for Property Located at 363 Patterson Drive by Property Owners Vicki and Glen Mertes; Resolution No. 2020-80:**

Mayor Adams opened the Public Hearing.

1. Vicki Mertes, Property Owner, spoke in support

Mayor Adams closed the Public Hearing, confirming there were no additional written comments submitted.

**It was moved by Councilmember Crudginton, seconded by Councilmember Shevlin, to adopt Resolution No. 2020-80.** The motion carried 4-1 by roll call vote, with Mayor Pro Tem Blackburn voting no.

**REPORTS OF CITY MANAGER AND STAFF:**

**RCM-1 City Council Directives Update:** City Manager Dylan Feik reviewed the directives as well as upcoming initiatives and programs.

**RCM-2 Metro L Line (formerly Gold Line) Signal Improvements:** Alex Tachiki, Administrative Officer provided an overview of recent signal synchronization improvements at intersections where the L Line crossed.

**RCM-3 Post-Bobcat Fire Mitigation Efforts:** Sean Sullivan, Public Works Director provided an overview of preliminary plans for mud and debris flow mitigation efforts in areas affected by the Bobcat Fire, noting an upcoming meeting scheduled to receive input from affected residents.

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

**RCC-1 Mayor Tom Adams:**

- (a) **Report from Los Angeles County Tax Assessor Jeff Prang:** this item was heard out of order preceding Consent Calendar

(b) **Appointment to fill the Unscheduled Vacancy on the Monrovia Old Town Advisory Board (MOTAB):** Gina Ammon was appointed to fill the unexpired term of Dominique Strivings ending June 30, 2022, without objection. Councilmember Crudgington suggested evaluating the possibility of expanding the Board to 7 members.

(c) **Discussion of Alternatives to Los Angeles County Health Department:** Anders Corey, Health Deputy for 5<sup>th</sup> District Supervisor Kathryn Barger, provided an overview of the current County health order and discussions regarding outdoor dining and other restrictions, as well as the overall role of the Health Department outside of the existing pandemic. Written comments were submitted and read by the City Clerk as follows:

1. Lauren Wake, Monrovia
2. Catherine Gallagher, Monrovia
3. Bonnie Newby, Monrovia
4. Angela Shaw, Monrovia
5. Melissa Taylor, Monrovia
6. Stephen Grollnek, Monrovia
7. Daphne Maddison, House of Windsor
8. Maria Case, Arcadia

At the request of Mayor Adams, City Attorney Steele provided an overview of requirements should the City choose to leave the LA County Health Department, with Mayor Adams noting there was no current proposal to do so. Staff was directed to provide information on the percentage of funding the County Health Department receives from Monrovia.

**RCC-2 Mayor Pro Tem Alexander C. Blackburn:** had no report.

**RCC-3 Councilmember Gloria Crudgington**

(a) **Stormwater Update:** Alex Tachiki provided an update on regional and local stormwater projects.

**RCC-4 Councilmember Becky A. Shevlin:**

- (a) 2021 State of the City
- (b) Regional Committee Meetings
- (c) Keep LA County Dining grant program
- (d) Ugly sweater contest at next City Council meeting

**RCC-5 Councilmember Larry J. Spicer:** had no report.

#### **ADMINISTRATIVE REPORTS:**

**AR-1 California Community Housing Agency (CalCHA) Joint Powers Authority Membership and Middle-Income Rental Housing Program Participation, Resolution No. 2020-82**

City Manager Dylan Feik reviewed the Agenda Report and answered questions of the City Council.

Following discussion, the City Council chose to table the item and directed staff to schedule a study session for further discussion.


**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 15, 2020, 7:30 P.M.

**ADJOURNMENT:** At 10:52 p.m., Mayor Adams adjourned the meeting in memory of Angel Duran, father of Public Works Senior Administrative Assistant Julia Benavides.

ATTEST:

  
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Alice D. Atkins, MMC, City Clerk

APPROVED:

  
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Tom Adams, Mayor