



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: February 6, 2024

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

AGENDA LOCATION: CC-1

GOVERNMENT CODE 84308 APPLIES: No

TITLE: Unadopted Minutes of the January 16, 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 January 16, 2024, Special and Regular Meetings of the Monrovia City Council.

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, OCTOBER 17, 2023, 7:30 P.M.**

STUDY SESSION: Mayor Becky A. Shevlin convened the Special Study Session of the Monrovia City Council on Tuesday, January 16, 2024, at 6:01 p.m., to discuss updates on naming of the new park at 1111 Encino Avenue, the upcoming Community Center renovation, and plans for new playground equipment at Rotary Park. All members were present; Councilmember Crudgington was delayed and joined in City Council Chambers at 6:17 p.m. 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 6:30 p.m.

CONVENE: Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, January 16, 2024, at 7:31 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: Councilmember Dr. Tamala Kelly 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: None.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Pasadena Humane Pet of the Month: Kevin McManus, Public Relations & Communications Manager, introduced Sir Patrick Stewart the dog as Pet of the Month.

STUDENT GOVERNMENT REPRESENTATIVE: Student Liaison Guadalupe Hilario provided an update on happenings at Monrovia High School. The City Council presented flowers and congratulated Ms. Hilario on her recent full scholarship award to attend Washington University at St. Luis.

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

CONSENT CALENDAR: Following public input by Susie Ling, Monrovia, regarding item CC-8, **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 December 19, 2023, Special and Regular Meetings of the Monrovia City Council: The City Council adopted the Minutes of the December 19, 2023, Special and Regular Meeting.

CC-2 Payroll Nos. 26 and 1 in the Net Amounts of \$775,220.81 and \$877,395.85, and Warrant Registers dated December 21, 2023, January 4, and January 11 2024, in the Total Amounts of \$1,410,910.38, \$623,963.69, and \$593,813.13, Respectively: The City Council approved the payroll and warrant registers as presented.

CC-3 Destruction of Certain Departmental Records; Resolution No. 2024-05: The City Council adopted Resolution No. 2024-05.

CC-4 Acceptance of Work, Filing Notice of Completion, and Release Retention Funds to Danny Ryan Precision Contracting, Inc., dba ADEP Precision Contracting for the Abatement and Disposal of Lead-Based Paint Related to the Historic Museum Painting and Repairs Project, Project #91024: The City Council accepted the work of Danny Ryan Precision Contracting, Inc. dba ADEP Precision Contracting for the Abatement and Disposal of Lead-based Paint related to the Historic Museum Painting and Repairs Project, Project #91024, 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-5 Acceptance of Work, Filing Notice of Completion, and Release Retention Funds to Shade Structures, Inc., dba USA Shade & Fabric Structures for the Library Park Playground Shade Structure Installation Project: The City Council 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-6 Task Order No. 30 under the On-Call Consultant Services Agreement dated June 21, 2022, with Stetson Engineers, Inc., Related to a Feasibility Study for Removal of the City of Monrovia's May Avenue Reservoir in an Amount Not to Exceed \$40,000.00: The City Council approved task order No. 30 with Stetson Engineers, Inc., to conduct a feasibility study related to removal of the City's May Avenue Reservoir in an amount not to exceed \$40,000.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-7 Side Letter of Agreement to the Mid-Management Employees Memorandum of Understanding ("MOU") Related to Water Distribution System and Water Treatment Operator Certification Pay: The City Council approved the Side Letter of Agreement to the Mid-Management Employees Memorandum of Understanding.

CC-8 Naming New Park at 1111 Encino Avenue as "Satoru Tsuneishi Park": The City Council approved "Satoru Tsuneishi Park" as the name for the new City park located at 1111 Encino Avenue, and authorized the City Manager to execute any 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.

None

PUBLIC HEARINGS / MEETINGS:

PH-1 Proposed 50th Year (Fiscal Year 2024-2025) Community Development Block Grant (CDBG) Programs; Resolution No. 2024-02

Jessie Woo, Neighborhood Services Program Coordinator, reviewed the agenda report. City Manager Feik noted the allocations to the proposed programs could be adjusted by providing direction to staff and continuing the Public Hearing, it that was the City Council's pleasure.

Mayor Shevlin opened and closed the Public Hearing, as there was no one present who wished to speak on the item.

City Council directed staff to bring back a revised resolution allocating all 2024-2025 CDBG funding to the Residential Rehabilitation Program, shifting costs for Code Enforcement to the General Fund.

Mayor Shevlin reopened and continued the public hearing to February 6, 2024.

PH-2 Fiscal Year 2022-2023 Annual Mitigation Fee Report and Traffic Impact Fee (TIF) Update; and CEQA Exemption Finding; Resolution No. 2024-01

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

Mayor Shevlin opened and closed the Public Hearing, as there was no one present who wished to speak on the item.

It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Crudginton, to find that the Project is statutorily exempt from review under CEQA and adopt Resolution No. 2024-01. The motion carried unanimously by roll call vote.

PH-3 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 agenda report and answered questions of the City Council.

Mayor Shevlin opened the Public Hearing.

1. Margaret Mollenkopf, opposed
2. Edie Ramirez, opposed
3. Jodyne Wood, concerns regarding noticing
4. Carmen Martinez, opposed
5. Tracy Sanchez, opposed

Mayor Shevlin closed the Public Hearing.

Following discussion, Mayor Shevlin reopened the Public Hearing and continued it to February 6, 2024, with the added condition of a Study Session at 6 p.m. prior to the Regular Meeting.

The City Council directed staff to include information in City Manager's update on how residents can contact State legislature.

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 Acceptance of General Fund Grant Funds for Canyon Park Repair Project, Resolution No. 2024-08: City Manager Feik reviewed the process necessary to accept the grant funds for Canyon Park Repair Project.

It was moved Councilmember Crudgington, seconded by Mayor Pro Tem Spicer, to adopt Resolution No. 2024-08. The motion carried unanimously by roll call vote.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Councilmember Gloria Crudgington had no report

RCC-2 Councilmember Sergio P. Jiménez

- (a) Recent and upcoming events

RCC-3 Councilmember Dr. Tamala Kelly

- (a) San Gabriel Valley Care Update
- (b) Recent and upcoming events

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

RCC-5 Mayor Becky A. Shevlin

- (a) Homeless Committee; her position on the Executive Committee was ratified
- (b) Mental Health Ad Hoc Committee update
- (c) Recent and upcoming events

ADMINISTRATIVE REPORTS:

AR-1 Amendment to Monrovia Municipal Code Section 2.12.030 Related to City Council Compensation Pursuant to SB 329, Introduction and First Reading of Ordinance No. 2024-02

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

It was moved Mayor Pro Tem Spicer, seconded by Councilmember Dr. Kelly, to introduce, waive further reading, and read by title only Ordinance No. 2024-02. The motion carried with a 4-1 vote, with Mayor Shevlin voting No.

City Attorney Steele read the title of Ordinance No. 2024-02 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, AMENDING CHAPTER 2.12 (CITY COUNCIL) OF THE MONROVIA MUNICIPAL CODE PERTAINING TO COMPENSATION OF THE MAYOR AND CITY COUNCILMEMBERS

AR-2 Authorization to Issue a Proposition 218 Notice of Public Hearing Regarding Proposed Adjustments for Sewer and Water Fees, Resolution Nos. 2024-03 and 2024-04

Buffy Bullis, Administrative Services Director reviewed the agenda report and answered questions of the City Council.

It was moved Councilmember Dr. Kelly, seconded by Councilmember Crudginton, to adopt Resolution No. 2024-03 and Resolution No. 2024-04. 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 6, 2024, 7:30 P.M.

ADJOURNMENT: At 10:37 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of Katie Cannon, Monrovia Canyon Park Volunteer, and Elizabeth Benson, niece of Mayor Becky and Chris Shevlin.

ATTEST:

APPROVED:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk