



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: November 1, 2022

PREPARED BY: Alice D. Atkins, City Clerk

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the October 18, 2022, 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 Regular and Special 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 October 18, 2022, Special and Regular Meetings.

CC-1

**MINUTES OF THE REGULAR AND SPECIAL MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, OCTOBER 18, 2022, 7:30 P.M.**

STUDY SESSION: Mayor Becky A. Shevlin convened the Special Meeting / Study Session of the Monrovia City Council on Tuesday, October 18, 2022, at 5:51 p.m., to discuss the Clean Power Alliance (CPA) Joint Powers Authority (JPA) Membership. All members were present. Mayor Shevlin adjourned the special meeting at 6:50 p.m.

CLOSED SESSION: Mayor Shevlin convened the Special Meeting / Closed Session of the Monrovia City Council on Tuesday, October 18, 2022, at 6:50 p.m., to discuss: CS-1 Public Employee Evaluation Pursuant to Government Code GC 54957(b)(1): City Manager. All members were present. 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, October 18, 2022, 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: Councilmember Dr. Tamala Kelly led the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Gloria Crudgington led the pledge of allegiance.

ROLL CALL: In attendance were Councilmembers Sergio P. Jiménez, Dr. Tamala Kelly, Gloria Crudgington Mayor Pro Tem Larry 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 item on the posted agenda, and took no reportable action; all members were present.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Introduction of Newly Hired and Promoted Employees: Assistant City Manager Lauren Vasquez introduced newly hired Development Services Technician Paulina Reyes, Water Production Operator Luis Cendejas, Police Services Representative Azucena Preciado, and Police Officers Jasmine Andrade, Carlos Alvarez, Octavio Vergara, and Shawn Wang. Promoted employees included Recreation Coordinator Christopher Kirby, Adult Services Librarian Jade Mushisky, Youth Services Librarian Amanda Carey, Development Services Technician Logan Del Grosso, Project Manager Christopher Castruita, and Community Services Officer Samuel Carrillo.

PR-2 Proclamation Recognizing October 20, 2022, as “The Great California ShakeOut” and Recognition of Recent Community Emergency Response Team (CERT) Graduates: The Mayor and City Council presented a proclamation to Suzanne Dobson, CERT/Emergency Preparedness Coordinator, who introduced the recent CERT graduates to the City Council and community.

PR-3 Proclaiming October 22, 2022 as “Make a Difference Day”: The Mayor and City Council presented a proclamation to Macy Gracia, Executive Director, Volunteer Center of San Gabriel Valley, who provided a PowerPoint presentation highlighting the upcoming event.

PR-4 Proclaiming October 24, 2022, as “World Polio Day”: The Mayor and City Council presented a proclamation to former Mayor Tom Adams and other Rotary members.

PR-5 Pasadena Humane Pet of the Month: Kevin McManus, Public Relations & Communications Manager, presented Kyle the dog.

STUDENT GOVERNMENT REPRESENTATIVE: Student Liaison Angelina Hamilton provided an update on happenings at Monrovia High School.

Mayor Shevlin took a brief moment to recognize the birthdays of Councilmember Crudgington and Fire Chief Jeremy Sanchez

ORDER OF BUSINESS: At the request of Mayor Shevlin, City Manager Dylan Feik provided an update regarding the response to false reports of an active shooter at Monrovia High School on October 13, 2022.

At the request of staff, CONSENT CALENDAR item CC-5 was pulled for a brief presentation.

CONSENT CALENDAR: It was moved by Councilmember Crudgington, seconded by Mayor Pro Tem Spicer, to approve the consent calendar, with the exception of item CC-5. The motion carried unanimously by roll call vote. The consent calendar consisted of the following items:

CC-1 Unadopted Minutes of the October 4, 2022, Regular and Special Meetings of the Monrovia City Council: The City Council adopted the Minutes of the October 4, 2022, Regular and Special Meetings.

CC-2 Payroll No. 21 in the Net Amount of \$705,613.48, and Warrant Registers dated October 6 and October 13, 2022, in the Total Amounts of \$321,924.08 and \$1,140,010.18, Respectively: The City Council approved Payroll No. 21 in the net amount of \$705,613.48 and Warrant Registers dated October 6 and October 13, 2022, in the total amounts of \$321,924.08 and \$1,140,010.18, respectively.

CC-3 Award of Contract to Wright Construction Engineering Corp. for the Library Park Portland Loo Restroom Improvement Project, Project #G-936 in an Amount Not to Exceed \$119,479.00, approve a contingency amount not to exceed \$24,000.00, and Approve an Amendment to Task Order 78 with Merrell Johnson Engineering, Inc., for Engineering and Construction Management in an Amount Not to Exceed \$28,959.00: The City Council approved the Plans and Specifications for Project #G-936, awarded a contract to Wright Construction Engineering Corp. for the Library Park Portland Loo Restroom Improvement Project in an amount not to exceed \$119,479.00, authorized the City Manager or designee to approve contract change orders not to exceed \$24,000.00, approved an amendment to Task Order No. 78 with Merrell Johnson Engineering, Inc., for Engineering and Construction Management in an amount not to exceed \$28,959.00, found that the Project is categorically exempt from CEQA review, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-4 Amendment No. 1 to the Consultant Services Agreement dated September 7, 2021, with Undisclosable, Inc., for Architectural Work Associated with the Feasibility / Concept Design Study Related to the Existing Community Center, for the Period Ending June 30, 2023: The City Council approved Amendment No. 1 to the Consultant Services Agreement dated September 7, 2021, with Undisclosable, Inc., for architectural design services associated with the feasibility / concept design study related to the existing Monrovia Community Center, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-5 Contractor Services Agreement with Mariposa Landscapes, Inc., for Landscape Maintenance Services in an Amount Not to Exceed \$1,131,472.74 for the Three-Year Period Ending October 31, 2025, with Two (2) One-Year Options to Extend, and Approval of a Contingency in an Amount Not to Exceed Ten Percent (10%) of the Base Annual Fee: This item was pulled from the Consent Calendar for a brief presentation.

CC-6 Fiscal Year 2021-2022 Fire Inspection Performance Report Pursuant to California Health & Safety Code Section 13146.4; Receive and File: The City Council received and filed the Fiscal Year 2021/2022 Fire Inspection Performance Report.

CC-7 Installation of an All-Way Stop at the Intersection of South Magnolia Avenue and West Olive Avenue; Receive and File: The City Council received and filed the report.

CC-8 Cooperative Agreement with the Upper San Gabriel Valley Municipal Water District for Drought Marketing Program Funding in the Amount of \$30,000.00: The City Council approved the Cooperative Agreement with the Upper San Gabriel Valley Municipal Water District (USGVMWD) in the amount of \$30,000.00 for Drought Marketing Program and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

ITEMS PULLED FROM CONSENT CALENDAR:

CC-5 Contractor Services Agreement with Mariposa Landscapes, Inc., for Landscape Maintenance Services in an Amount Not to Exceed \$1,131,472.74 for the Three-Year Period Ending October 31, 2025, with Two (2) One-Year Options to Extend, and Approval of a Contingency in an Amount Not to Exceed Ten Percent (10%) of the Base Annual Fee:

City Manager Feik reviewed the agenda report and made clarifications regarding area included in scope of work, to which parkways on Peck Road would be added.

It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Jimenez, to approve the Contractor Services Agreement with Mariposa Landscapes, Inc., for landscape maintenance services in an amount not to exceed \$1,131,472.74 for the three-year period ending October 31, 2025, with two 1-year options to extend, with the addition of portions of Peck Road identified by staff, approved a contingency in an amount not to exceed 10% of the base annual fee, found that the project is categorically exempt from CEQA review and authorized 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: Public comment was accepted by email to City Clerk Atkins prior to 3:00 p.m. on the day of the meeting, provided to City Council, and posted to City website.

1. Maritza Travanti and Rob Hammond, Monrovia School Board Members
2. Ulises Gutierrez, Monrovia ChangeMakers
3. Juliana Oñate, Chamber of Commerce
4. Gayle Montgomery, Monrovia

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. At the request of City Manager Feik, Community Services Director, Tina Cherry, shared an story involving Mayor Pro Tem Spicer utilizing City programs to help a young adult avoid homelessness.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Councilmember Gloria Crudgington

- (a) Fall Programs Overview provided by Community Services Director Tina Cherry

RCC-2 Councilmember Sergio P. Jiménez

- (a) Recent Read Across Monrovia experience at Bradoaks Elementary School
- (b) Upcoming community events

RCC-3 Councilmember Dr. Tamala Kelly

- (a) Recent tour of Monrovia Hillside Wilderness Preserve
- (b) After School Youth Sports Program

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

RCC-5 Mayor Becky A. Shevlin

- (a) Upcoming Life Arc Housing tour
- (b) Recent and Upcoming community events

ADMINISTRATIVE REPORTS:

AR-1 Repealing the Emergency Moratorium on the Eviction of Residential Tenants for Non-Payment of Rent Due to COVID-19 Financial Hardships and “No-Fault” Residential Evictions; Introduction and First Reading of Ordinance No. 2022-08

Chelsea Straus, Assistant City Attorney, reviewed the agenda report and answered questions of staff.

Public Input:

1. Gayle Montgomery, Monrovia

It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Crudgington, to Introduce, waive further reading, and read by title only Ordinance No. 2022-08. The motion carried unanimously by roll call vote.

City Attorney Steele read the title of Ordinance No. 2022-08 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, REPEALING THE EMERGENCY MORATORIUM ON THE EVICTION OF RESIDENTIAL TENANTS FOR NON-PAYMENT OF RENT DUE TO COVID-19 FINANCIAL HARDSHIPS AND “NO-FAULT” RESIDENTIAL EVICTIONS

City Attorney Steele provided additional clarification regarding effective period and repayment of rent, as well as information on the state rental assistance program.

PUBLIC INPUT, CONTINUED, IF NEEDED: None

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED:

CC-5 Contractor Services Agreement with Mariposa Landscapes, Inc., for Landscape Maintenance Services in an Amount Not to Exceed \$1,131,472.74 for the Three-Year Period Ending October 31, 2025, with Two (2) One-Year Options to Extend, and Approval of a Contingency in an Amount Not to Exceed Ten Percent (10%) of the Base Annual Fee: This item was taken out of order, preceding Public Input, above.

SCHEDULED MEETINGS: The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, November 1, 2022, 7:30 P.M.

ADJOURNMENT: At 9:41 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of Alex Corvalan, long-time employee of Nardi Associates, and J. Bruce Schwarz, long-time Monrovia resident.

APPROVED:

ATTEST:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk