



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: May 2, 2023

PREPARED BY: Alice D. Atkins, City Clerk

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the April 18, 2023, Special Joint Meeting of the Monrovia City Council and the Monrovia Arcadia Duarte Town Council and April 18, 2023 Regular Meeting 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 April 18, 2023, Special Joint Meeting and Regular Meeting.

CC-1

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, APRIL 18, 2023, 7:30 P.M.**

CONVENE: Mayor Becky A. Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, April 18, 2023, at 7:30 p.m. in City Council Chambers, preceded by a Special Joint Meeting of the Monrovia City Council and Monrovia Arcadia Duarte Town Council held in the Library Community Room. In attendance were City Manager Dylan Feik, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins.

INVOCATION: Monrovia Arcadia Duarte Town Council Vice-President Terrence Williams led the invocation.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Larry J. Spicer led the pledge of allegiance.

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

REPORT OF CLOSED SESSION: None

PRESENTATIONS/PROCLAMATIONS:

PR-1 Pasadena Humane Pet of the Month: Kevin McManus, Public Relations & Communications Manager introduced pet of the month Sofia.

PR-2 Proclaiming April 22, 2023, as “Earth Day” and “Arbor Day”: The Mayor and City Council presented a proclamation to Eugene Suk, Hillside Wilderness Preserve Supervisor, who provided a brief overview of activities planned.

PR-3 Proclaiming April 23-29, 2023 as “National Library Week”: The Mayor and City Council presented a proclamation to Carey Vance, Library Manager, who provided a brief overview of activities planned

PR-4 Proclaiming April 26, 2023 as “Denim Day” and April 2023 as “Sexual Assault Awareness Day”: Mayor Shevlin read the proclamation aloud.

PR-5 Proclaiming April 30 - May 6, 2023 as “Professional Municipal Clerks Week”: The Mayor and City Council presented a proclamation to Alice Atkins, City Clerk, and Sarah Godinez, Assistant City Clerk.

PR-6 San Gabriel Basin Water Quality Authority Update: Robert Gonzales, Mayor of Azusa, and Randy Schoellerman, Executive Director of the San Gabriel Basin Water Quality Authority, provided a water quality update.

STUDENT GOVERNMENT REPRESENTATIVE: Student Liaison Angelina Hamilton was excused.

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

CONSENT CALENDAR: It was moved by Councilmember Jiménez, seconded by Mayor Pro Tem Spicer, 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 April 4, 2023, Special and Regular Meetings of the Monrovia City Council: The City Council adopted the Minutes of the April 4, 2023, Special and Regular Meetings of the Monrovia City Council.

CC-2 Payroll No. 8 in the Net Amount of \$743,547.71, and Warrant Registers Dated April 6 and April 13, 2023, in the Total Amounts of \$574,682.35 and \$514,924.22, Respectively: The City Council approved Payroll No. 8 in the net amount of \$743,547.71, and Warrant Registers dated April 6 and April 13, 2023, in the total amounts of \$574,682.35 and \$514,924.22, respectively.

CC-3 Business Interruption Loss Reimbursement in the Amount of \$173,631.00 Related to December 2021 Rain Storm at Monrovia Canyon Park; Receive and File: The City Council received and filed the report.

CC-4 Authorization for AT&T/Smartlink to Submit a Conditional Use Permit Application for a Wireless Telecommunication Facility on Property Leased from the City: The City Council authorized the submittal of a conditional use permit application by AT&T/Smartlink for the installation of a wireless telecommunication facility on property to be leased from the City at the Norumbega Water Reservoir property.

CC-5 Legislation Review and Adoption of Formal City Positions on Federal and State Legislation: This item was pulled from the Consent Calendar to allow for public input.

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED:

CC-5 Legislation Review and Adoption of Formal City Positions on Federal and State Legislation

Public Input:

1. Teresa, Monrovia

Following brief discussion, **it was moved by Mayor Pro Tem Spicer, seconded by Councilmember Jiménez, to adopt the recommended positions on key legislation included in the Legislative Update.** The motion carried unanimously by roll call vote.

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.

1. Melissa Taylor, Monrovia
2. Jacey Weathersby, Monrovia
3. Susan Pilcher, Monrovia
4. Nina Curone, Monrovia
5. Janis Pedroche, Monrovia
6. Juliana Onate, Executive Director, Monrovia Chamber of Commerce
7. Rosemary Gavidia, Monrovia
8. Brian Bitanga, 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.

RCM-2 Historic Preservation Commission and Library Board Unscheduled Vacancies – Application Deadline Extension to May 1, 2023: The City Council agreed to extend the application deadline for the Historic Preservation Commission and Library Board unscheduled vacancies to May 1, 2023, to align with the recruitment for terms beginning July 1, 2023.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Councilmember Gloria Crudgington was excused.

RCC-2 Councilmember Sergio P. Jiménez

- (a) Recent community events

RCC-3 Councilmember Dr. Tamala Kelly

- (a) League of California Cities Civic Leaders Summit; Sacramento, California, April 12-14, 2023
- (b) Los Angeles Mental Health Department Service Area Leadership Team (SALT)
- (c) Senator Portantino Grant for Canyon Park
- (d) San Gabriel Valley Council of Government (SGVCOG) CARE Program

RCC-4 Mayor Pro Tem Larry J. Spicer

- (a) League of California Cities Civic Leaders Summit; Sacramento, California, April 12-14, 2023
- (b) Upcoming community events
- (d) Information booklet related to organic waste (SB1383)

RCC-5 Mayor Becky A. Shevlin

- (a) Special Joint Meeting of the Monrovia City Council and the Monrovia Arcadia Duarte Town Council
- (b) Recent and upcoming community events
- (d) San Gabriel Valley Council of Government (SGVCOG) CARE Program
- (e) San Gabriel Valley Regional Housing Trust update

ADMINISTRATIVE REPORTS:**AR-1 Amendment to Title 2 (Administration and Personnel) of the Monrovia Municipal Code Related to the Requirements and Qualifications for Members of the Historic Preservation Commission; Introduction and First Reading of Ordinance No. 2023-01**

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

It was moved by Councilmember Jiménez, seconded by Mayor Pro Tem Spicer, to introduce, waive further reading, and read by title only Ordinance No. 2023-01. The motion carried by unanimously roll call vote.

AR-2 Award of Contract to Pokrajac Corporation for the Mountain Avenue Street Resurfacing Phase I Project, Project No. 91016, in an Amount not to Exceed \$97,284.25; Approval of a Project Contingency in an Amount not to Exceed \$10,000.00; Approval of a Task Order with Merrell Johnson Engineering in the Amount of \$3,168 for Materials Testing and Inspection; and Find the Project is Categorically Exempt from Review Under CEQA

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

It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Dr. Kelly, to award a contract to Pokrajac Corporation for the Mountain Avenue Street Resurfacing Phase I Project in an Amount not to Exceed \$97,284.25; approve a Project Contingency in an amount not to exceed \$10,000.00; approve a Task Order with Merrell Johnson Engineering in the Amount of \$3,168 for Materials Testing and Inspection; find the Project is Categorically Exempt from review under CEQA; and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney. The motion carried 3-1, with Councilmember Jiménez abstaining.

AR-3 Consultant Services Agreement with Lance, Soll & Lunghard, CPAs, LLP, in an Amount Not to Exceed \$200,893.00 for Professional Auditing Services for the Period Ending June 30, 2025, with Two (2) One-Year Options to Extend:

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

It was moved by Councilmember Dr. Kelly, seconded by Mayor Pro Tem Spicer, to approve the Consultant Services Agreement with Lance, Soll & Lunghard, CPAs, LLP, in an amount not to exceed \$200,893.00 for Professional Auditing Services for the period ending June 30, 2025, with two (2) one-year options to extend, 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.

PUBLIC INPUT, CONTINUED, IF NEEDED: None

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED: Heard following Consent Calendar, above.

SCHEDULED MEETINGS: The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, May 2, 2023, 7:30 P.M.

ADJOURNMENT: At 9:58 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of Joel Angel Hernandez, Library Boardmember, Robert McClellan, former Planning Commissioner, and Darrell W. Burke, longtime Monrovia Resident and former Crossing Guard.

APPROVED:

ATTEST:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk

**MINUTES OF THE SPECIAL JOINT MEETING OF THE
MONROVIA CITY COUNCIL AND
THE MONROVIA ARCADIA DUARTE TOWN COUNCIL
HELD TUESDAY, APRIL 18, 2023, 6:00 P.M.**

CONVENE: Mayor Becky A. Shevlin convened the Special Joint Meeting of the Monrovia City Council and the Monrovia Arcadia Duarte Town Council of Tuesday, April 18, 2016, at 6:00 p.m. in Library Community Room, 321 S. Myrtle Avenue, Monrovia, California. In attendance were City Manager Dylan Feik, City Clerk Alice D. Atkins, and 5th District Supervisor Field Deputy Vicky Paul.

PLEDGE OF ALLEGIANCE: Town Council President Dave Hall led the Pledge of Allegiance.

ROLL CALL: In attendance were Councilmembers Sergio Jiménez, Dr. Tamala Kelly, Mayor Pro Tem Larry J. Spicer and Mayor Becky A. Shevlin, Town Council Members Linda Sells, Michelle Wright, Vice-President Terrence Williams, and President Dave Hall. Councilmember Gloria Crudgington, Town Councilmember Yvonne Bullock, and Town Council Secretary Joan Schmidt were excused.

PUBLIC INPUT for items on the Agenda: None

DISCUSSION: City Staff provided updates on Peck Road Street Repairs and received feedback from the Town Council and City Council. The City Council and MAD Town Council discussed items of interest and concern to both bodies with a goal of enhancing partnerships to bring the incorporated and unincorporated areas together. Staff was directed to schedule a follow-up meeting in 6 months.

ADJOURN: Mayor Shevlin adjourned the meeting at 7:00 p.m.

ATTEST:

Alice D. Atkins, CMC, City Clerk

APPROVED:

Becky A. Shevlin, Mayor