

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, JULY 6, 2021, 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 Tom Adams convened the Special Meeting / Closed Session of the Monrovia City Council on Tuesday, July 6, 2021, at 6:30 p.m., to discuss: CS-1 Conference with Real Property Negotiator pursuant to Government Code §54956.8; Assessor Parcel Nos. 8507-003-907, 8507-003-908, 8507-003-909; City Negotiator: City Manager; Negotiating Parties: Jara Enterprises, Inc., and Greens Development, Inc.; Under Negotiation: Price and Terms of Payment. All members were present via videoconference. Mayor Adams adjourned the closed session at 7:00 p.m.

**CONVENE:** Mayor Adams convened the Regular Meeting of the Monrovia City Council on Tuesday, July 6, 2021, at 7:32 p.m. In attendance were City Manager Dylan Feik, Assistant City Manager Lauren Vasquez and City Clerk Alice D. Atkins. City Attorney Craig A. Steele participated via videoconference.

**INVOCATION:** Police Chaplain Terrence Brown

**PLEDGE OF ALLEGIANCE:** Councilmembers Alexander C. Blackburn led the pledge of allegiance.

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

**REPORT OF CLOSED SESSION:** City Attorney Craig Steele reported that the City Council met in closed session to discuss the item on the posted agenda and there was no reportable action. All members were present via videoconference.

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Introduction of Newly Hired Monrovia Unified School District Superintendent Dr. Ryan Smith:** Monrovia Unified School District Board of Education President Maritza Travanti introduce newly hired Superintendent Smith to the City Council and Community.

**PR-2 Recognition of Outgoing Community Services Commissioner Nancy Matthews and Planning Commissioner Keshia Carter-Bowen:** The City Council recognized outgoing commissioners Matthews and Carter-Bowen and thanked them for their dedicated service to the community.

**PR-3 Recognition of Monrovia Renewal Citizen Advisory Committee Members Keshia Carter-Bowen, Daniel Pokrajac, Bill Shieff, and Janet Wall:** The City Council recognized the members of the Monrovia Renewal Citizen Advisory Committee for their service. Mayor Adams acknowledged the contributions of the late John Foltz, who passed away prior to project completion.

**PR-4 Proclaiming July 2021 as "Parks and Recreation Month":** Councilmember Shevlin read aloud the proclamation.

**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 Mayor Pro Tem Gloria Crudgington, 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 June 15, 2021, Special Joint Meeting of the Monrovia City Council and Monrovia Planning Commission and June 15, 2021, Regular Meeting of the Monrovia City Council:** The City Council adopted the Minutes of the June 15, 2021, Special Joint Meeting and Regular Meeting of the Monrovia City Council.

**CC-2 Payroll No. 13 in the Net Amount of \$ 770,283.19, and Warrant Registers dated June 17, June 24, and July 1, 2021, in the Total Amounts of \$386,573.89, \$ 1,148,243.60 and \$246,815.84, Respectively:** The City Council approved Payroll No. 13 in the net amount of \$770,283.19 and Warrant Registers dated June 17, June 24, and July 1, 2021, in the total amounts of \$386,573.89, \$ 1,148,243.60 and \$246,815.84, respectively.

**CC-3 Cancellation of the August 17, 2021, Regular City Council Meeting:** The City Council cancelled the regular City Council meeting of August 17, 2021.

**CC-4 Award of Contract for Publication of Legal Advertisements to Beacon Media, Inc., for the period ending June 30, 2022:** The City Council awarded a contract to Beacon Media, Inc., for the period ending June 30, 2022, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-5 Amendment to General Services Agreement dated February 20, 2018 with Lyft, Inc., Related to Lyft Pass:** The City Council approved the amendment to the General Services Agreement dated February 20, 2018, with Lyft, Inc., and authorized the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney.

**CC-6 Amendment to Memorandum of Understanding (MOU) No. M-001-20 between the City of Monrovia and the Southern California Council of Governments (SCAG) for Future Communities Pilot Program to Develop and Evaluate Bike Strategies to Reduce VMTs in Monrovia:** The City Council approved the Amendment to the Memorandum of Understanding with Southern California Council of Governments (SCAG) related to the Future Communities Pilot Program and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-7 Updating the List of Authorized Officials for Investment of City Monies in the Local Agency Investment Fund (LAIF); Resolution No. 2021-46:** The City Council adopted Resolution No. 2021-46.

**CC-8 Agreement with All City Management Services Related to Crossing Guard Services for the Period Ending June 30, 2024 in an Amount not to Exceed \$146,247.00 per fiscal year:** The City Council approved the agreement with All City Management Services to provide school crossing guard services for the period ending June 30, 2024 and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-9 Amendment No. 1 to the Consultant Services Agreement dated July 5, 2016, with Granicus, LLC, for Ongoing Annual Website Hosting and Maintenance for the Period Ending June 30, 2022:** The City Council approved Amendment No. 1 to the Consultant Services Agreement dated July 5, 2016, with Granicus, LLC, for ongoing annual website hosting and maintenance services for the period ending June 30, 2022, and authorized the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney.

**CC-10 Amendment No. 1 to the Agreement with Mountainside Communion – A Church of the Nazarene Dated August 4, 2020, for the Administration of the Emergency COVID Housing Impact Program Funds for the Period Ending June 30, 2022:** The City Council approved Amendment No. 1 to the Agreement with Mountainside Communion – A Church of the Nazarene dated August 4, 2020, for the administration of the Emergency COVID Housing Impact Program in an amount not to exceed \$25,000.00 for the period ending June 30, 2022, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-11 Final Tract Map No. 82659 for Property Located at 425 West Duarte Road; Justin P.J. Kao, Applicant:** The City Council approved Final Tract Map No. 82659 and authorized the Staff to execute the Subdivision Agreement, accept performance and labor and material bonds, sign the Final Tract Map, and release the map for recordation.

**CC-12 Official Police Tow Service Agreement with Foothill Towing for the Period Ending June 30, 2024, with the Option of Two (2) One-Year Extensions, with Performance Review at the End of Every Operating Year:** The City Council approved the Official Police Towing Service Agreement with Foothill Towing for the period ending June 30, 2024, 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-13 Amendment No. 3 to the Amended and Restated Street Sweeping Services Agreement dated July 1, 2011, with Arakelian Enterprises, Inc., DBA Athens Services:** The City Council approved Amendment No. 3 to the Amended and Restated Street Sweeping Services Agreement dated July 1, 2011, with Arakelian Enterprises, Inc., DBA Athens Services, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-14 Award of Contract to E.C. Construction Company for the Huntington Drive Entry Monument Project, Project #C-3102, and Appropriation of an Additional \$128,000.00 from Art in Public Places Fund:** The City Council appropriated an additional \$128,000.00 from the Art in Public Places Fund, awarded a contract to E.C. Construction Company for the City of Monrovia Entry Monuments Project, Project #C-3102, in an amount not to exceed \$159,505, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-15 Agreement with Air-Tro, Inc., for the Maintenance and Emergency Repairs of Heating, Ventilation, and Air Conditioning (HVAC) Systems at City Facilities for the Period Ending June 30, 2024, in an Amount not to Exceed \$325,000:** The City Council approved a Consultant Services Agreement with Air-Tro, Inc., for the Maintenance and Emergency Repairs of Heating, Ventilation, and Air Conditioning (HVAC) Systems at City facilities June 30, 2024, in an amount not to exceed \$325,000, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-16 Acceptance of Work, Notice of Completion, and Release of Retention Funds to Palp, Inc., DBA Excel Paving Company, Related to the Monrovia Renewal Northeast Section Infrastructure Improvements Project, Project No. MR-013:** The City Council accepted the work of Palp, Inc. DBA Excel Paving Company, for the Monrovia Renewal Northeast Section Infrastructure Improvements Project, Project No. MR-013, authorized the City Clerk to file the Notice of Completion, and directed staff to release all retained funds in accordance with the contract provisions.

**CC-17 Determination of Public Convenience and Necessity to Allow the Sale of Wine and Distilled Spirits for Off-Site Consumption at 320 West Chestnut Avenue for Wine of the Month Club:** The City Council approved a finding of Public Convenience and Necessity for 320 West Chestnut Avenue, Wine of the Month Club.

**CC-18 Proposed Position Modifications and updated Authorized Personnel Allocations listing, Classification & Compensation System overview, and Side Letter of Agreement with Monrovia Municipal Employee Association:** The City Council approved the updated Authorized Personnel Allocations listing, the Classification & Compensation System overview, and Side Letter of Agreement.

**CC-19 Destruction of Certain Departmental Records; Resolution No. 2021-45:** The City Council adopted Resolution No. 2021-45.

**CC-20 Amendment No. 1 to Parking Lease Agreement with Monrovia United Methodist Church, Inc., for the Period Ending June 30, 2024:** The City Council approved the Amendment to Parking Lease Agreement with Monrovia United Methodist Church, Inc., for the period ending June 30, 2024, and authorized the City Manager or his designee 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 5:00 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. In addition, members of the public participated via Zoom video/teleconference.

1. Melissa Taylor, Monrovia (via zoom)
2. Mike Antos, Monrovia (via zoom)
3. Gayle Montgomery (via zoom)
4. Jason Ackerman (via zoom)
5. Sari Canales (via zoom)
6. Phil Cannon (via email)
7. Ruhyyih Yuille (via email)
8. Rosemary Gavidia (via email)
9. Michele Brooke (via email)
10. Karen Roseberry (via zoom)

**PUBLIC HEARINGS / MEETINGS:**

**PH-1 Chick-fil-A and Starbucks Drive-thru Restaurants, Zoning Text Amendment ZA2021-0001, Tentative Parcel Map 83202, Conditional Use Permits CUP2021-0006 through CUP2021-0011, Mitigated Negative Declaration (State Clearinghouse No. 2021040773) Located at 820 West Huntington Drive 820 West Huntington Drive (APNs: 8507-008-035, -041, -042, -044, and -070 through -072) by 4G Development and Consulting, Inc. (Brooke Reimer), Resolution Nos. 2021-36, 2021-37, and Introduction of Ordinance No. 2021-05:**

Sheri Bermejo, Planning Division Manager, reviewed the Agenda Report and answered questions of the City Council.

Mayor Adams opened the Public Hearing.

**Public Input:**

1. Applicant; Carlos Arias, representing Chick-fil-A; and Keri Hellinga, representing Starbucks (via zoom)
2. Gayle Montgomery, Monrovia (via zoom) against
3. Brian Tindall, Monrovia (via zoom) concerned with preserving the sycamore tree
4. Sari Canales, Monrovia Chamber of Commerce (via zoom) in favor
5. Sarah Earll, Monrovia (via email) concerned with preserving the sycamore tree
6. Christine G, Monrovia (via email) against
7. Kevin Liu, Monrovia (via email) in favor
8. Eric Andersen, Monrovia (via email) in favor
9. Margaret Hope, Monrovia (via email) against

Rebuttal: Carlos Arias responded to questions about a draft report from the applicant's arborist and Keri Hellinga spoke to concerns about saturation in the area and environmental impacts

Mayor Adams closed the Public Hearing.

Discussion ensued regarding the arborist report, tree varieties, and traffic mitigation.

Mayor Adams re-opened the Public Hearing

Carlos Arias, Chick-Fil-A, responded to additional comments regarding preservation of the sycamore tree  
Geoff Hurte, Maranatha High School (via zoom) in favor

**It was moved by Mayor Pro Tem Crudginton, seconded by Councilmember Blackburn, to continue the open Public Hearing, review alternatives to use of palm trees, ask the City's arborist to review the report on preservation of the sycamore tree, and bring the item back to the Regular Meeting on July 20, 2021. postpone the PH until next meeting at which time arborist will be present.** Following additional discussion, staff was directed to review feasibility of electric vehicle chargers being operational upon completion of the proposed project. The motion carried unanimously by roll call vote.

**PH-2 Adoption of an Addendum to the 2015 Urban Water Management Plan and adoption of the 2020 Urban Water Management Plan; Resolution Nos. 2021-47 and 2021-48:**

Christopher Castruita, Senior Management Analyst, reviewed the Agenda Report and answered questions of the City Council with the assistance of Public Works Deputy Director Alex Tachiki. Stan Chen, Jeff Helsley, and Jake Lam of Stetson Engineers provided information regarding water basin levels.

Mayor Adams opened and closed the public hearing, as there was no one who wished to provide comments.

**It was moved by Councilmember Spicer, seconded by Councilmember Blackburn, to adopt Resolution Nos. 2021-47 and 2021-48.** Following discussion, the motion carried unanimously by roll call vote.

**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, and read aloud a letter of thanks from a resident regarding the recent July Fourth event.

**RCM-2 COVID-19 Update and Review of Emergency Order:** City Manager Feik provided an overview the state and local COVID-9 Pandemic emergency orders implemented since March 2021 and requested input on continuance or lifting of City orders. Following discussion, staff was directed to resume in-person City Council meetings beginning in September, with reasonable accommodations made for Mayor Pro Tem Crudgington as allowed by law. Discussions related to residential and commercial eviction moratoria were continued to the next Regular City Council Meeting on June 20, 2021.

**RCM-3 Update on Friday Night Street Fair:** Tina Cherry, Community Services Director, provided an overview of street fair operations.

**RCM-4 GoMonrovia Rebranding and Biking for Bucks:** Angela Cho, Senior Management Analyst, presented an overview of GoMonrovia rebranding, introduced the new "Biking for Bucks" program, and answered questions of the City Council.

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

**RCC-1 Mayor Tom Adams**

- (a) Thanked Staff for fabulous Fourth of July program
- (b) Look Dine-In Cinema opening at former Krikorian Premier Theatre location

**RCC-2 Mayor Pro Tem Gloria Crudgington**

- (a) New Regional Water Board Permit

**RCC-3 Councilmember Alexander C. Blackburn** had no report.

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

- (a) SGVCOG initiatives update
- (b) Foothill Transit summer fare sale
- (c) San Gabriel Valley Council of Governments and Regional Housing Trust grants

**RCC-5 Councilmember Larry J. Spicer**

- (a) Requested an agenda item in August regarding a memorial plaque for Pam Fitzpatrick in Council Chambers

**ADMINISTRATIVE REPORTS:** None

**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, July 20, 2021, 7:30 P.M.

**ADJOURNMENT:** At 11:17 p.m. Mayor Adams adjourned the meeting in memory of Richard Lee Tuszynski, father of Youth Services Librarian Josh Tuszynski.

ATTEST:



Alice D. Atkins, MMC, City Clerk

APPROVED:



Tom Adams, Mayor