



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: April 21, 2020

PREPARED BY: Alice D. Atkins, City Clerk

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the April 7, 2020, 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 Regular Monrovia City Council Meeting.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to adopt the Minutes of the April 7, 2020, Regular Meeting of the Monrovia City Council.

CC-1

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, APRIL 7, 2020, 7:30 P.M.**

In accordance with Executive Order N-25-20 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. Public comment was accepted by email to City Clerk Alice Atkins before or during the meeting, prior to the close of public comment on an item, and was read by the City Clerk during public comment. Lengthy public comment was summarized in the interest of time.

CONVENE: Mayor Tom Adams convened the Regular Meeting of the Monrovia City Council on Tuesday, April 7, 2020, at 7:34 p.m. in City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were City Manager Dylan Feik and City Clerk Alice D. Atkins. City Attorney Craig A. Steele participated via teleconference.

INVOCATION: Councilmember Becky A. Shevlin led the invocation.

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

CITY CLERK'S CERTIFICATION

1. Declaring and Certifying the Results of the General Municipal Consolidated Election held on March 3, 2020, Resolution No. 2020-27

City Clerk Alice Atkins reviewed the Agenda Report.

It was moved by Councilmember Blackburn, seconded by Mayor Pro Tem Spicer, to adopt Resolution No. 2020-27. The motion carried unanimously by rollcall vote.

ADMINISTRATION OF OATHS OF OFFICE

City Clerk Atkins administered the Oaths of Office to Mayor Tom Adams and Councilmembers Gloria C. Crudgington and Becky A. Shevlin.

REMARKS BY NEWLY SEATED MAYOR & COUNCILMEMBERS

Mayor Adams and Councilmembers Crudgington and Shevlin made remarks regarding their election and thanked all who supported them.

REPORT OF CLOSED SESSION: None

PRESENTATIONS/PROCLAMATIONS:

1. Proclaiming March 29, 2020, as "Vietnam Veterans Day": The Mayor and City Council proclaimed March 29, 2020, as "Vietnam Veterans Day", with the certificate to be mailed to Chuck Keen of the American legion Post 44.

2. Proclaiming the Month of April 2020 as "Donate Life Month": The Mayor and City Council proclaimed the Month of April 2020 as "Donate Life Month," with the certificate to be mailed to OneLegacy.

STUDENT GOVERNMENT REPRESENTATIVE REPORT: Due to dismissal of Monrovia Unified School District students as a result of the Coronavirus Pandemic, student reports have been suspended.

CONSENT CALENDAR: Mayor Adams noted that item CC-7 was pulled from the Consent Calendar for consideration at a future meeting. Comments regarding item CC-6 were received from Jody via email and provided to the City Council prior to the meeting. **It was moved by Councilmember Shevlin, seconded by Councilmember Crudgington, to approve the remainder of 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 March 17, 2020, Regular Meeting and the March 31, 2020, Special Meeting of the Monrovia City Council: The City Council adopted the Minutes of the March 17, 2020, Regular and the March 31, 2020, Special Meetings.

CC-2 Payroll Nos. 6 and 7 in the Net Amounts of \$590,628.40 and \$627,866.26, Respectively, and Warrant Registers dated March 12, March 19, March 26, and April 2, 2020, in the Total Amounts of \$1,617,560.48, \$583,363.71, \$277,378.77 and \$584,437.63, Respectively: The City Council approved Payroll Nos. 6 and 7 in the Net Amounts of \$590,628.40 and \$627,866.26 and Warrant Registers March 12, March 19, March 26, and April 2, 2020, in the total amounts of \$1,617,560.48, \$583,363.71, \$277,378.77 and \$584,437.63, respectively.

CC-3 Annual Report on the Status of the General Plan: The City Council received and filed the report.

CC-4 Installation of an All-Way Stop at the Intersection of Mayflower Avenue and Olive Avenue: The City Council received and filed the report.

CC-5 Amended and Restated Parking Easement with the Marilyn E. Proodian 1994 Trust and John D. Proodian: The City Council approved the Amended and Restated Parking Easement with the Marilyn E. Proodian 1994 Trust and John D. Proodian and authorized the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney.

CC-6 Amendment No. 1 to the Consultant Services Agreement with Undisclosable, Inc., in an Amount Not to Exceed \$6,750.00 to Complete As-Built Plans for the Monrovia Community Center Related to the Feasibility Study for a Total Amount Not to Exceed \$66,750.00 for the Period Ending December 31, 2020: The City Council approved Amendment No. 1 to the agreement with Undisclosable, Inc., in an amount not to exceed \$6,750.00 to complete as-built plans for the Monrovia Community Center related to the feasibility study for a total amount not to exceed \$66,750.00 for the period ending December 31, 2020, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-7 Award of Contract to Bellfree Contractors, Inc., to conduct Repairs within the Hillside Wilderness Preserve Fire Road and Trail System in an Amount Not to Exceed \$9,100.00: This item was pulled from the Consent Calendar for consideration at a future meeting.

CC-8 Memorandum of Agreement between the City of Monrovia and the San Gabriel Valley Council of Governments for participation in the San Gabriel Valley Regional Vehicle Miles Travelled (VMT) analysis model in an amount not to exceed \$14,855.00: The City Council approved a Memorandum of Agreement between the San Gabriel Valley Council of Governments and the City of Monrovia for participation in the San Gabriel Valley Regional Vehicle Miles Traveled (VMT) Analysis Model in an amount not to exceed \$14,855.00, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-9 Consultant Services Agreement with Essel Environmental Consulting, Inc., for Technical Consulting Services Related to Lead Abatement at Oakgalde Reservoir in an Amount not to Exceed \$41,900.00: The City Council approved a consultant services agreement with Essel Environmental Consulting, Inc., in an amount not to exceed \$41,900.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-10 Grant Contract Agreement with the California Department of Parks and Recreation, 2018 Parks Bond Act Statewide Park Development and Community Revitalization program for Lucinda Garcia Park Expansion: The City Council approved California Department of Parks and Recreation Grant Contract Agreement No. C9801021 between the State of California Department of Parks and Recreation and the City of Monrovia for the Lucinda Garcia Park Expansion, and authorized the City Manager or his designee to execute the necessary documents.

CC-11 Memorandum of Agreement between the County of Los Angeles, the Cities of Arcadia, Bradbury, Duarte, Monrovia, and Sierra Madre, for Regional Cost Sharing related to the Revised Watershed Management Program Feasibility and Technical Studies for the Rio Hondo/San Gabriel River Water Quality Group: The City Council approved a Memorandum of Agreement between the County of Los Angeles, the Cities of Arcadia, Bradbury, Duarte, Monrovia, and Sierra Madre for Regional Cost Sharing for the Revised Watershed Management Program Feasibility and Technical Studies for the Rio Hondo/San Gabriel River Water Quality Group and authorized the City Manager to execute the necessary documents in a form approved by the

City Attorney.

PUBLIC INPUT:

The full text of comments received by the City Clerk via email prior to the time for Public Input were provided to all members of the City Council.

1. Denise Harvey, Monrovia (via email)
2. Raechel Madison, Monrovia (via email)
3. Robert McDonald, Monrovia (via email)

PUBLIC HEARINGS / MEETINGS:

PH-1 Open and Continue to April 21, 2020; Formation of the City of Monrovia Community Facilities District No. 2020-01 (Alexan Foothills); Calling for, Conducting, and Declaring Results of a Special Landowner Election; and Authorizing the Levy of a Special Tax within the District

The public hearing was opened and continued to April 21, 2020.

REPORTS OF CITY MANAGER AND STAFF:

RCM-1 City Council Directives Update: City Manager Feik responded to concerns noted in public comment related to social distancing and use of masks while in public, permits for small cell sites, coordination of utility outages with Southern California Edison, and other COVID-19 related updates.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

RCC-1 Mayor Tom Adams

- (a) **Appointment to Fill an Unscheduled Vacancy on the Community Services Commission:** Mayor Adams confirmed the appointment of Giangelo (Gio) Leos to the Community Services Commission to fill the unexpired term of Amy Cortina ending June 30, 2022.
- (b) Local blood drives
- (c) Donations of masks and other supplies by local organizations
- (d) Donations to Volunteer Center of San Gabriel Valley and Meals on Wheels program

RCC-2 Mayor Pro Tem Larry J. Spicer

- (a) Thanked Monrovia Fire Department for assistance with a neighbor

RCC-3 Councilmember Alexander C. Blackburn had not report

RCC-4 Councilmember Gloria Crudgington

- (a) SGVCOG Water Policy Committee – Elected Vice Chair
- (b) Donations to Foothill Unity Center

RCC-5 Councilmember Becky A. Shevlin

- (a) Local blood drives
- (b) Continued video conference attendance at regional meetings

PUBLIC INPUT, CONTINUED

1. Stephen Grollnek, Monrovia (via email)
2. Carol Daley, Monrovia (via email)

ADMINISTRATIVE REPORTS:

The following item was heard out of order:

AR-2 An Urgency Ordinance Temporarily Amending Provisions of the Monrovia Municipal Code to Delegate Specified Authority to the Director of Community Development and Declaring the Urgency Thereof, Ordinance No. 2020-06U

Craig Steele reviewed the agenda report and answered questions of the City Council.

Following discussion, it was moved by Councilmember Crudginton, Seconded by Councilmember Blackburn, to adopt Urgency Ordinance No. 2020-06U. The motion carried by unanimous roll call vote.

AR-1 An Urgency Ordinance Adopting Emergency Regulations Prohibiting Commercial Evictions for Non-Payment of Rent and “No-Fault” Evictions and Declaring the Urgency Thereof, Ordinance No. 2020-05U

Due to a conflict of interest as a commercial property owner, Mayor Adams excused himself from the remainder of the meeting, and left the video conference connection.

Craig Steele reviewed the agenda report and answered questions of the City Council.

Public Input (Received via email, full copies provided to City Council prior to the meeting):

In opposition:

1. Blaine Fetter, Samuelson and Fetter, LLC
2. Ramzi Rabadi, Monrovia commercial landlord

In support:

3. Roy & Tess Wiseman, Aurora Cryo Wellness Spa
4. Brenda Trainor, small business owner
5. Brian Tindall, Monrovia
6. Brian Whelan, Foothill Gym
7. Casey Carlson
8. Catherine Gallagher
9. Cathlene Wells
10. Sari Canales, Monrovia Chamber of Commerce
11. Jane Lustig, The Fox & the Hair Salon
12. Kate Lee, Hon Sushi
13. Karen Schwanke, Monrovia
14. Larry Marotta, Monrovia
15. Laura Lopez, Monrovia
16. Linda Hudson, The Dog Zone
17. Melissa Taylor, Monrovia
18. Denise Harvey, Monrovia Travel
19. Neil and Maritza Travanti
20. Raj Mallichetty, Old Town Pizza
21. Judy C., Puff Monkey
22. Yolanda Willits, Hairstylist

Following discussion, it was moved by Councilmember Shevlin, seconded by Councilmember Blackburn, to adopt Urgency Ordinance No. 2020-05U. The motion carried 4-0-1 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, April 21, 2020, 7:30 p.m.

ADJOURNMENT: At 8:30 p.m., Mayor Pro Tem Spicer adjourned the meeting in memory of Daniel J. Iwat, retired longtime Public Works employee.

APPROVED:

ATTEST:

Tom Adams, Mayor

Alice D. Atkins, MMC, City Clerk