



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: May 21, 2024

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

AGENDA LOCATION: CC-1

GOVERNMENT CODE 84308 APPLIES: No

TITLE: Unadopted Minutes of the May 7, 2024, Regular and Special 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 May 7, 2024, Regular and Special Meetings of the Monrovia City Council.

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, MAY 7, 2024, 7:30 P.M.**

STUDY SESSION: Mayor Becky A. Shevlin convened the Special Meeting/Study Session of the Monrovia City Council on Tuesday, May 7, 2024, at 6:00 p.m., to discuss 2024-2025 Council Assignments. All members were present. 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 6:17 p.m.

STUDY SESSION: Mayor Becky A. Shevlin convened the Special Study Session of the Monrovia City Council on Tuesday, May 7, 2024, at 6:18 p.m., to discuss the two items on the Agenda: 1) Los Angeles County Pathway Home “Interim Housing” Project; and 2) Historic Preservation Overview – Program Goals. All members were present. In attendance were City Manager Dylan Feik, Community Development Director Craig Jimenez, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins. Mayor Shevlin adjourned the study session at 7:25 p.m.

CONVENE: Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, May 7, 2024, at 7:35 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: Associate Pastor Eric Johnson led the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Sergio P. Jiménez led the pledge of allegiance.

ROLL CALL: In attendance were Councilmembers Edward Belden, Sergio P. Jiménez, Larry J. Spicer, Mayor Pro Tem Dr. Tamala Kelly, and Mayor Becky A Shevlin.

REPORT OF CLOSED SESSION: None.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Proclaiming May 2024 as “Mental Health Awareness Month”: Mayor Shevlin read the proclamation.

PR-2 Proclaiming May 2024 as “Asian-American and Pacific Islander Heritage Month”: Mayor Pro Tem Dr. Kelly read the proclamation.

STUDENT GOVERNMENT REPRESENTATIVE: Student Liaison Guadalupe Hilario was absent.

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

CONSENT CALENDAR: There was a request to pull item CC-4. **It was moved by Councilmember Spicer, seconded by Councilmember Belden, to approve the remainder of the consent calendar.** The motion carried unanimously. The consent calendar consisted of the following items:

CC-1 Unadopted Minutes of the April 10, 2024, Special Meeting, and April 16, 2024, Regular and Special Meetings of the Monrovia City Council: The City Council adopted the Minutes of the April 10, 2024, Special Meeting, and April 16, 2024, Regular and Special Meetings of the Monrovia City Council.

CC-2 Payroll Nos. 8 and 9 in the Net Amount of \$781,544.83 and \$871,118.58, and Warrant Registers dated April 11, April 18, and April 25, 2024, in the Total Amount of \$1,446,589.75, \$631,034.86, and \$765,785.29, Respectively: The City Council approved Payroll Nos. 8 and 9 in the net amount of \$781,544.83 and \$871,118.58, and Warrant Registers dated April 11, April 18, and April 25, 2024, in the total amount of \$1,446,589.75, \$631,034.86, and \$765,785.29, respectively.

CC-3 Amending Title 2 (Administration and Personnel) and Title 17 (Zoning) of the Monrovia Municipal Code to Streamline the Review of Multi-Family Residential Development in the Multiple-Family Residential and Neighborhood Commercial Zones; Adoption of Ordinance No. 2024-01: The City Council adopted Ordinance No. 2024-01.

CC-4 Amending Title 2 (Administration and Personnel) and Title 5 (Business Taxes, Licenses and Regulations) of the Monrovia Municipal Code by Adding a New Chapter 5.84 to Establish Operational Requirements for Nonconforming Automotive Repair Businesses, Amending Related Provisions of the

Monrovia Municipal Code, and Making a Determination of Exemption Under CEQA; Adoption of Ordinance No. 2024-06: This item was pulled from the Consent Calendar.

CC-5 Award of Construction Contract to General Pump Company, Inc. for Rehabilitation of the Emerson Reservoir Booster Pump No. 5-2 in an Amount not to Exceed \$40,000.00, Approve a Contingency in an Amount Not to Exceed \$4,000.00, and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act (CEQA) Guidelines Section 15301(e): The City Council awarded a construction contract to General Pump Company, Inc., for the rehabilitation of the Emerson Reservoir Booster Pump No. 5-2 in an amount not to exceed \$40,000.00, approve a contingency amount not to exceed \$4,000.00, find the Project is categorically exempt from review under California Environmental Quality Act, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-6 Award of Construction Contract to Doty Bros. Construction Co. for the Fiscal Year 2023-2024 Valve Replacement Project for a Total Expenditure in an Amount Not to Exceed \$114,700.00; Approve a Contingency in an Amount Not to Exceed \$11,470.00; and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act (CEQA) Guidelines Section 15301(e): The City Council awarded a construction contract with Doty Bros. Construction Co. for the Fiscal Year 2023-2024 Valve Replacement Project in an amount not to exceed \$114,700.00; authorize a contingency amount not to exceed \$11,470.00, find the Project is categorically exempt from review under California Environmental Quality Act; and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-7 Award of Construction Contract to Techno Coatings, Inc., for Exterior Painting of the Emerson and Norumbega Reservoirs Over Fiscal Years 2023-2024 and 2024-2025 in an Amount Not to Exceed \$90,912.00; Approve a Contingency in an Amount Not to Exceed \$9,091.20, and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act (CEQA) Guidelines Section 15301(e): The City Council approved a construction contract with Techno Coatings, Inc. for the exterior painting of the Emerson Reservoir in Fiscal Year 2023-2024 and the Norumbega Reservoir in Fiscal Year 2024-2025 in an amount not to exceed \$90,912.00; authorize a contingency amount not to exceed \$9,091.20, find the Project is categorically exempt from review under California Environmental Quality Act; and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-8 Award of Construction Contract to Layne Christensen Company for Rehabilitation of the Upper Cloverleaf Booster Pump No. 4-4 in an Amount Not to Exceed \$63,362.22; Approve a Contingency Amount Not to Exceed \$6,336.22, and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act (CEQA) Guidelines Section 15301(e): The City Council awarded a construction contract with Layne Christensen Company for the rehabilitation of the Upper Cloverleaf Reservoir Booster Pump No. 4-4 in an amount not to exceed \$63,362.22; approve a contingency amount not to exceed \$6,336.22, find the project is Categorically Exempt from review under California Environmental Quality Act (CEQA) guidelines section 15301(e), and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-9 Acceptance of Work, Filing Notice of Completion, and Release of Retention Funds to Pokrajac Corporation for the Mountain Avenue Street Resurfacing Phase I Project, Project No. 91019: The City Council Accepted the work of Pokrajac Corporation for the Mountain Avenue Street Resurfacing Phase I Project, Project No. 91019, authorize the City Clerk to file the Notice of Completion, and direct staff to release retained funds in accordance with the contract provisions and applicable law.

CC-10 Administrative Policy No. 2.11, Excess Usage Penalty Revenue Policy, Resolution No. 2024-27: The City Council adopted Resolution No. 2024-27.

CC-11 Purchase, Configuration, and Installation of a New Storage Area Network (SAN) Appliance from Dell Technologies in an Amount Not- to- Exceed \$75,000.00: The City Council approved the purchase, configuration, and installation of a new Storage Area Network (SAN) appliance from Dell Technologies, in an amount not to exceed \$75,000.00, and authorized the City Manager to execute any necessary documents.

CC-12 Amendment No. 1 to the Consultant Services Agreement with RHA Landscape Architects-Planners, Inc., dated July 18, 2023, for Professional Design Services Related to Development of the Satoru Tsuneishi Park Project to Extend the Term Through June 30, 2025: The City Council approved Amendment No. 1 to the Consultant Services Agreement with RHA Landscape Architects-Planners, Inc., dated July 18, 2023, extending the term through June 30, 2025, for professional design services related to

development of the Monrovia Pocket Park Project (Satoru Tsuneishi Park), and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-13 Amendment No. 2 to the Facility Use Agreement dated June 11, 2020, with Volunteer Center of the San Gabriel Valley for Use of 258 square feet of space in the Monrovia Community Center, to Extend the Term Through June 30, 2025: The City Council approved Amendment No. 2 to the Facility Use Agreement dated June 11, 2020, with the Volunteer Center of San Gabriel Valley for the use of 258 square feet of space in the Monrovia Community Center, extending the period through June 30, 2025,, and dhe City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-14 Amendment No. 4 to the Exclusive Franchise Agreement with Raw Inspiration, Inc., Dated June 21, 2016, to Operate the Monrovia Friday Night Family Street Fair Event, to Extend the Term through June 30, 2025, with One (1) Remaining One-Year Option to Extend: The City Council approved Amendment No. 4 to the Exclusive Franchise Agreement with Raw Inspiration, Inc., dated June 21, 2016, to operate the Monrovia Friday Night Family Street Fair Event, extending the term through June 30, 2025, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-15 Amendment No. 1 to the Consultant Services Agreement dated August 1, 2023, with the Monrovia Historical Society Related to the Monrovia Legacy 2.0 Project, to Extend the Term Through June 30, 2025, in an Amount Not to Exceed \$30,000.00 for a Total Project Expenditure of \$60,000.00: The City Council Approved Amendment No. 1 to the Consultant Services Agreement dated August 1, 2023, with the Monrovia Historical Society related to the Monrovia Legacy 2.0 Project, extending the term through June 30, 2025, in an amount not to exceed \$30,000.00, for a total project expenditure of \$60,000.00,, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

ITEMS PULLED FROM CONSENT CALENDAR:

CC-4 Amending Title 2 (Administration and Personnel) and Title 5 (Business Taxes, Licenses and Regulations) of the Monrovia Municipal Code by Adding a New Chapter 5.84 to Establish Operational Requirements for Nonconforming Automotive Repair Businesses, Amending Related Provisions of the Monrovia Municipal Code, and Making a Determination of Exemption Under CEQA; Adoption of Ordinance No. 2024-06

Public Input:

1. David Cortez, Business Owner
2. Alfonso Califano, Unique Cycles West Coast
3. Pete Vasna, Monrovia
4. Yo Maiwandi, Homer's Auto
5. John Panossian, Business Owner
6. Natalie Aguas, Coach Craft
7. Carlos Aguas, Business Owner
8. Terri Prado, Monrovia

Community Development Director spoke to questions and concerns raised during public input, with assistance from City Attorney Steele and City Manager Feik. Following discussion, **it was moved by Councilmember Spicer, seconded by Mayor Pro Tem Dr. Kelly, to adopt Ordinance No. 2024-06.** The motion carried 4-1, with Councilmember Jimenez opposed.

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. Juliana Onate, Monrovia Chamber of Commerce
2. Suzie Powell Rutherford, ACS Relay for Life of Santa Anita Park
3. Kate Holmberg, Monrovia
4. Garrett Laporte, Glendora

PUBLIC HEARINGS / MEETINGS:

PH-1 Norumbega Drive Residence Project, General Plan Amendment GPA2022-0001, Zoning Amendment ZA2022-0002, Hillside Development Permit HDP2022-0002, Neighborhood Compatibility

Review DR2022-0009, Minor Exception 2022-0008, and Mitigated Negative Declaration (State Clearing House No. 20222020722) for Property Located at 545 Norumbega Drive (APN 8523-002-045) by Group Atom Development (Miguel Uribe), Resolution Nos. 2024-22, 2024-23, 2024-24, and Introduction and First Reading of Ordinance No. 2024-05:

Vincent Gillespie, Assistant Planner, and Sheri Bermejo, Deputy Community Development Director, reviewed the staff report and answered questions of the City Council.

Mayor Shevlin opened the public hearing.

1. Miguel Uribe, Applicant

Mayor Shevlin closed the public hearing.

Following discussion, **it was moved by Councilmember Spicer, seconded by Councilmember Jimenez, to adopt Resolution Nos. 2024-22, 2024-23, 2024-24, and introduce, waive further reading, and read by title only Ordinance No. 2024-05.** The motion carried unanimously by roll call vote.

City Attorney Steele stated for the record, with regard to Resolution Nos. 2024-22, 2024-23, and 2024-24 that the actions taken were final and there was no provision for reconsideration of the City Council decision; the time within which any judicial review of those decisions would be required is governed by Code of Civil Procedure Section 1094.

City Attorney Steele read the title of Ordinance No. 2024-01 as follows:

AN ORDINANCE OF THE CITY OF MONROVIA, CALIFORNIA, ADOPTING ZA2022-0002, A MAP AMENDMENT AMENDING THE OFFICIAL ZONING MAP SET FORTH IN SECTION 17.04.040 OF THE MONROVIA MUNICIPAL CODE TO CHANGE THE P/QP (PUBLIC/QUASI-PUBLIC) ZONE DESIGNATION OF THE PROPERTY LOCATED AT 545 NORUMBEGA DRIVE (APN 8523-002-045) TO THE RF (RESIDENTIAL FOOTHILL) ZONE DESIGNATION

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 Monrovia Legacy 2.0 Project Update: Tina Cherry, Community Services Director, and Sandy Burud, Monrovia Historical Society President, provided an update on the Monrovia Legacy 2.0 project to date.

RCM-3 Police Activities Update Alan Sanvictores, Police Chief, responded to concerns raised during public input related to safety in Library Park and Old Town, and provided an Police Department equipment and operational update.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Councilmember Edward Belden

- (a) League of California Cities - City Leaders Summit April 17-19, 2024 Sacramento, CA
- (b) Recent and upcoming community events

RCC-2 Councilmember Sergio P. Jiménez

- (a) Recent and upcoming community events

RCC-3 Councilmember Dr. Tamala Kelly

- (a) League of California Cities - City Leaders Summit April 17-19, 2024 Sacramento, CA

RCC-4 Mayor Pro Tem Larry J. Spicer

- (a) League of California Cities - City Leaders Summit April 17-19, 2024 Sacramento, CA
- (b) Recent and upcoming community events

RCC-5 Mayor Becky A. Shevlin

- (a) League of California Cities - City Leaders Summit April 17-19, 2024 Sacramento, CA

- (b) Los Angeles County Executive Committee Regional Homeless Alignment Meeting Update
- (c) Recent and upcoming community events

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, May 21, 2024, 7:30 P.M.

ADJOURNMENT: At 10:46 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of Marlisie Milhorn, wife of Veterans Peer Access Network staff Brock Milhorn.

APPROVED:

ATTEST:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk