



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: March 1, 2022

PREPARED BY: Alice D. Atkins, City Clerk

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the February 15, 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 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 February 15, 2022, Special and Regular Meetings of the Monrovia City Council.

CC-1

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, FEBRUARY 15, 2022, 7:30 P.M.**

In accordance with Government Code Section 54953(e) and guidance from the California and Department of Public Health, Los Angeles County Health Department, and Occupational Safety and Health Administration, the City Council made the determination that there would not be a physical meeting location. 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.

SPECIAL MEETING: Mayor Tom Adams convened the Special Meeting of the Monrovia City Council on Tuesday, February 15, 2022, at 6:30 p.m., at which all members were present, to discuss the review of Measure K Outreach and Draft Spending Plan. In accordance with Government Code Section 54953(e), the meetings were conducted via video conference. Mayor Adams adjourned the special meeting at 7:10 p.m.

CONVENE: Mayor Adams convened the Regular Meeting of the Monrovia City Council on Tuesday, February 15, 2022, at 7:33 p.m in honor of Olivia Catherine Soash, born December 20, 2021, to parents Brian and Samantha Soash and brothers Brian and Logan; and Crystal Marie Twitchell, born February 6, 2022, to Brittany and Will Twitchell. In attendance was City Manager Dylan Feik, Assistant City Manager Lauren Vasquez, and City Clerk Alice D. Atkins. City Attorney Craig A. Steele participated via videoconference.

INVOCATION: Councilmember Larry Spicer led the invocation.

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

ROLL CALL: In attendance were Councilmember Alexander C. Blackburn, Becky A. Shevlin, Larry J. Spicer, Mayor Pro Tem Gloria Crudginton, and Mayor Tom Adams. All members participated via videoconference pursuant to Government Code Section 54953(e).

REPORT OF CLOSED SESSION: None

PRESENTATIONS/PROCLAMATIONS:

PR-1 Pasadena Humane Pet of the Month: A video was provided by Pasadena Humane featuring Romeo the cat as the Pet of the Month.

PR-2 Recognition by San Gabriel Valley Council of Governments as Energy Champion Award Winner: Jeannie Kong and Helen Romero Shaw, Southern California Gas Company, provided a presentation regarding San Gabriel Valley Energy Wise Partnership.

At this time Mayor Adams took a moment to celebrate Councilmember Shevlin's birthday.

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

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

CONSENT CALENDAR: It was moved by Councilmember Shevlin, seconded by Mayor Pro Tem Crudginton, 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 February 1, 2022, Special and Regular Meetings of the Monrovia City Council: The City Council adopted the Minutes of the February 1, 2022, Special and Regular Meetings of the Monrovia City Council.

CC-2 Payroll No. 3 in the Net Amount of \$731,271.92, and Warrant Registers dated February 3 and February 9, 2022, in the Total Amounts of \$695,932.98, and \$423,495.05, Respectively: The City Council approved Payroll No. 3 in the net amount of \$731,271.92, and Warrant Registers dated February 3 and February 9, 2022, in the total amounts of \$695,932.98, and \$423,495.05, respectively.

CC-3 Review and Determine that the City Council will Continue to Conduct Public Meetings by Teleconference Pursuant to Government Code Section 54953(e): The City Council determined that the City will continue to conduct public meetings by teleconference pursuant to Government Code Section 54953(e), because in-person meetings would present imminent risks to the health and safety of attendees, staff, and members.

CC-4 Purchase of Circulation Materials from Ingram Content Group for the Annual Library Collection Development in Fiscal Years 2021-2023 in an Amount not to Exceed \$25,000.00 per Fiscal Year: The City Council approved purchase order with Ingram Content Group for the Annual Library Collection Development in Fiscal Years 2021-2023 in an amount not to exceed \$25,000 per fiscal year and authorized the City Manager to approve the necessary documents in a form approved by the City Attorney.

CC-5 Updating Parking Restrictions for West Pomona Avenue from South Magnolia and South Primrose Avenues, Resolution No. 2022-12: The City Council adopted Resolution No. 2022-12.

CC-6 2020-2021 California Public Library Survey Annual Report: The City Council received and filed the 2020-2021 California Public Library Survey.

CC-7 Task Order No. 83 under the Agreement dated June 16, 2020, with Merrell-Johnson Engineering, Inc., for Project and Construction Management Related to the Lucinda Garcia Park Renovation Project, Project #G-935, in an Amount not to Exceed \$60,977.00: The City Council approved Task Order No. 83 under the Agreement dated June 16, 2020, with Merrell-Johnson Engineering, Inc., for project and construction management services in an amount not to exceed \$60,977.00 related to the Lucinda Garcia Park Renovation Project, Project #G-935, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

CC-8 Amendment No. 1 to the Agreement with Northstar Chemical, Inc., for the Provision of Water Treatment Chemicals in an Amount not to exceed \$132,000.00 for the Period Ending June 30, 2022: The City Council approved Amendment No. 1 to the Agreement with Northstar Chemical, Inc., for the provision of water treatment chemicals in an amount not to exceed \$132,000.00 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-9 Consultant Services Agreement with Jacob Green & Associates, Inc., Related to the Community Development Block Grant Residential Rehabilitation Program for the Period Ending February 1, 2025, with Two (2) One-Year Options to Extend: The City Council approved a Consultant Services Agreement with Jacob & Green Associates for administrative and project management services related to Residential Rehabilitation Grant Program for the period ending February 1, 2025, 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-10 Extension of Application Period to Fill an Unscheduled Vacancy on the Monrovia Old Town Advisory Board (MOTAB): The City Council extended the application period for the unscheduled vacancy on the Monrovia Old Town Advisory Board to March 1, 2022.

PUBLIC INPUT: Public comment was accepted by email to City Clerk Atkins prior to 3:00 p.m. on the day of the meeting. The full text of comments were provided to all members of the City Council and posted to the City website.

1. Jason Willoughby (via zoom)
2. Cecilia (via zoom)
3. Gayle Montgomery (via zoom)
4. Megan Spargo-Ferrell (via zoom)
5. Sari Canales, Chamber of Commerce (via email)
6. Rosemary Gavidia (via email)
7. Susan Brown (via email)
8. Brian Yamaguchi (via email)
9. Lisa Caudillo (via email)

PUBLIC HEARINGS / MEETINGS: None

REPORTS OF CITY MANAGER AND STAFF:

RCM-1 City Council Directives Update: City Manager Dylan Feik reviewed the directives as well as upcoming initiatives and programs.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Mayor Tom Adams had no report.

RCC-2 Mayor Pro Tem Gloria Crudgington

- (a) Thanked staff for water conservation and Temporary Outdoor Business Operations processes
- (b) Tina Cherry, Community Services Director, provided a recap of the recent Valentine's Day events in Old Town

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

RCC-4 Councilmember Becky A. Shevlin

- (a) Los Angeles Blue Ribbon Homeless Committee update
- (b) San Gabriel Valley Council of Governments update
- (c) Upcoming community events

RCC-5 Councilmember Larry J. Spicer

- (a) 2021 California Parks and Recreation Safety Award in recognition of the Youth Employment Services (YES) Program

ADMINISTRATIVE REPORTS:

AR-1 Fiscal Year 2020-21 Annual Comprehensive Financial Report:

Buffy Bullis, Administrative Services Director, and Bryan Gruber, Managing Partner from Lance, Soll, and Lunghard, CPA's reviewed agenda report and answered questions of the City Council.

It was moved by Mayor Pro Tem Crudgington, seconded by Councilmember Spicer, to receive and file the Fiscal Year 2020-21 Annual Comprehensive Financial Report. The motion carried unanimously by roll call vote

AR-2 Fiscal Year 2021-2022 Mid-Year Operating Budget Update, Resolution No. 2022-10, and Fiscal Year 2021-2022 Authorized Position Listing:

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

It was moved by Councilmember Shevlin, seconded by Councilmember Spicer, to adopt Resolution No. 2022-10. The motion carried unanimously by roll call vote.

AR-3 Task Order No. 32 under the Agreement dated June 18, 2019, with Gibson Transportation Consulting in an Amount not to exceed \$46,270.00 for a Pedestrian Safety Study:

Alex Tachiki, Management Assistant reviewed agenda report and answered questions of the City Council.

It was moved by Mayor Pro Tem Crudgington, seconded by Councilmember Shevlin, to approve a Task Order No. 32 under the Agreement dated June 18, 2019, with Gibson Transportation Consulting in an amount not to exceed \$46,270 for a Pedestrian Safety Plan, appropriate \$46,270 from unrestricted General Funds, 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, 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, March 1, 2022, 7:30 P.M.

ADJOURNMENT: At 9:23 p.m., Mayor Adams adjourned the meeting of the Monrovia City Council.

APPROVED:

ATTEST:

Tom Adams, Mayor

Alice D. Atkins, MMC, City Clerk