



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: June 3, 2025

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

AGENDA LOCATION: CC-1

GOVERNMENT CODE 84308 APPLIES: No

TITLE: Unadopted Minutes of the May 20, 2025, 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 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 May 20, 2025, Regular and Special Meetings of the Monrovia City Council.

**MINUTES OF THE REGULAR AND SPECIAL MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, MAY 20, 2025, 7:30 P.M.**

STUDY SESSION: Mayor Becky A. Shevlin convened the Special Meeting of the Monrovia City Council on Tuesday, May 20, 2025, at 5:55 p.m., to discuss Fiscal Year 2025-27 Budget Study Session No. 1: Review of Capital Improvement Program and Fees and Charges. All members were present, with Councilmember Spicer being excused. Mayor Shevlin adjourned the study session at 6:53 p.m.

CONVENE: Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, May 20, 2025, at 7:33 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: Tricia Hellman led the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Edward Belden led the Pledge of Allegiance.

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

REPORT OF CLOSED SESSION: None

PRESENTATIONS/PROCLAMATIONS:

PR-1 Pasadena Humane Pet of the Month: Michelle McGraw, Outreach Programs Manager, introduced Diamond the dog as pet of the month.

PR-2 Recognition of 2025 Student Liaison Jasmine Rodriguez: The Mayor and City Council presented Jasmine Rodriguez with a certificate and a Monrovia teddy bear.

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

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

CONSENT CALENDAR: It was moved by Mayor Pro Tem Dr. Kelly, seconded by Councilmember Jimenez, to approve the consent calendar. The motion carried unanimously. The Consent calendar consisted of the following items:

CC-1 Unadopted Minutes of the May 6, 2025, Regular Meeting of the Monrovia City Council The City Council adopted the Minutes of the May 6, 2025, Regular Meeting of the Monrovia City Council

CC-2 Payroll No. 10 in the Net Amount of \$860,400.84, and Warrant Registers dated May 8 and May 14, 2025, in the Total Amounts of \$1,113,549.86 and \$884,827.53, Respectively: The City Council approved Payroll No. 10 in the net amount of \$860,400.84, and Warrant Registers dated May 8 and May 14, 2025, in the total amounts of \$1,113,549.86 and \$884,827.53, respectively.

CC-3 Reviewing and Extending the Proclamations of Local Emergency for the December 13, 2021, Rain Storm Event; and the Rain Storm Event Beginning on January 8, 2023; Resolution No. 2025-25: The City Council adopted Resolution No. 2025-25.

CC-4 Reviewing and Extending the Proclamation of Local Emergency related to January 2025 Windstorm and Critical Fire Event (Eaton Fire); Resolution No. 2025-26: The City Council adopted Resolution No. 2025-26.

CC-5 Amendment No. 3 to the Agreement with Foothill Unity Center, Inc., dated June 21, 2022, for Case Management Services Related to the Housing Displacement Response Program, Extending the Term through June 30, 2026, Increasing Compensation to an Amount not to Exceed \$150,000.00 for Fiscal Year 2025-2026 to Expand Support for Seniors: The City Council approved Amendment No. 3 to the Agreement with Foothill Unity Center, Inc., dated June 21, 2022, for Case Management Services Related to the Housing

Displacement Response Program for the Period Ending June 30, 2026, in an amount not to exceed \$150,000.00 and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-6 Amendment No. 6 to the Agreement with Mountainside Communion – A Church of the Nazarene dated August 1, 2018, Related to the Housing Displacement Response Program, Extending the Term through June 30, 2026, and Increasing Compensation to an Amount Not to Exceed \$120,000.00: The City Council approved Amendment No. 6 to the Agreement with Mountainside Communion - A Church of the Nazarene dated August 1, 2018, related to the Housing Displacement Response Program, extending the term through June 30, 2026, and increasing compensation to an amount not to Exceed \$120,000, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-7 Amendment No. 2 to the Consultant Services Agreement with Mountainside Communion – A Church of the Nazarene, Dated November 20, 2018, Related to the Monrovia Community Garden Program, Extending the Term Through June 30, 2027, in an Amount Not to Exceed \$24,000.00 Annually: The City Council approved Amendment No. 2 to the Consultant Services Agreement with Mountainside Communion – A Church of the Nazarene dated November 20, 2018, related to the Monrovia Community Garden Program, extending the term through June 30, 2027, in an amount not to exceed \$24,000.00 annually, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-8 Cancellation of Meetings of City Boards and Commissions if No Urgent Business is Pending; Resolution No. 2025-27: The City Council adopted Resolution No. 2025-27.

CC-9 Payment to Norman A. Traub Associates for Professional Service Fees in an Additional Amount Not to Exceed \$14,815.10 for a Total Amount Not to Exceed \$50,222.51): The City Council approved payment to Norman A. Traub Associates in an additional amount not to exceed \$14,815.10 for a total amount not to exceed \$50,222.51 related to investigation and legal fees.

CC-10 Agreement with Burke, Williams & Sorensen, LLP for Professional Legal Services in an Amount Not to Exceed \$50,000 for the Period Ending December 31, 2025: The City Council approved an agreement with Burke, Williams & Sorensen, LLP for Professional Legal Services in a Total Amount not to exceed \$50,000, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-11 Purchase of One (1) 2025 Chevrolet Tahoe in an Amount Not to Exceed \$72,000.00; Authorize a Contingency Amount Not to Exceed \$2,880.00, for a Potential Total Expenditure Not to Exceed \$74,880.00; Find that Negotiation Instead of Formal Quote Process Will Best Serve the City Due to the Specialized Circumstances of Vehicle Purchases: The City Council approved the purchase of a 2025 Chevrolet Tahoe in an amount not to exceed \$72,000.00; authorized a contingency amount not to exceed \$2,880.00, for a total potential expenditure not to exceed \$74,880.00; find that negotiation instead of formal quote process will best serve the City due to the specialized circumstances of vehicle purchases currently; and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-12 Certifying Completion of the Monrovia Hazardous Fuel Reduction Project (RMC20010), Resolution No. 2025-24: The City Council adopted Resolution No. 2025-24.

CC-13 Fiscal Year 2025-2026 Citywide Lighting and Landscaping Maintenance District; Approval of Engineer's Report and Notice of Intention of Public Hearing on June 17, 2025; Resolution Nos. 2025-19 and 2025-20: The City Council adopted Resolution Nos. 2025-19 and 2025-20.

CC-14 Fiscal Year 2025-2026 Park Maintenance District; Preparation and Approval of Engineer's Report and Notice of Intention of Public Hearing on June 17, 2025, Resolution Nos. 2025-21 and 2025-22: The City Council adopted Resolution Nos. 2025-21 and 2025-22.

CC-15 Axon Respond Plus License Upgrade from Axon Enterprise Related to Police Department Body Worn Camera and In-Car Video Camera Systems in an Amount Not to Exceed \$37,170.00 for the Period October 15, 2023, through September 30, 2027: The City Council approved the Axon Respond Plus license upgrade from Axon Enterprises, Inc., related to Police Department Body Worn Camera and In-Car Video Camera Systems in an amount not to exceed \$37,170.00 for the period October 15, 2023, through September 30, 2027.

CC-16 Proposed Position Modifications, Updated Authorized Position Listing, Classification and Compensation Program Overview: The City Council approved the proposed position modifications, updated Authorization Position Listing, Classification & Compensation Program Overview.

CC-17 Amendment No. 3 to the Consultant Services Agreement with Eurofins Eaton Analytical, LLC, dated June 20, 2023, for Water Quality Analysis and Reporting Services, Extending the Term through June 30, 2026, in an Amount Not to Exceed \$235,000.00: The City Council approved Amendment No. 3 to the Consultant Services Agreement with Eurofins Eaton Analytical, LLC, dated June 20, 2023, for Water Quality Analysis and Reporting Services, extending the term through June 30, 2026, in an amount not to exceed \$235,000.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-18 On-Call Contractor Services Agreement with Robert Brkich Construction Corp. for On-Call Water and Utility Maintenance and Operations Support for the Period Ending June 30, 2027, with Two (2) One-Year Options to Extend: The City Council approved the On-Call Contractor Services Agreement with Robert Brkich Construction Corp. for on-call water and utility maintenance and operations support for the period ending June 30, 2027, 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-19 Funding Allocation for the Monrovia Canyon Park Fiber Installation and Network Connectivity Project in an Amount Not to Exceed \$55,209.73, Including Installation by Giggle Fiber in an Amount Not to Exceed \$39,317.86, Amendment to the Agreement with Acorn Technology Services for Labor and Supplies in an Amount Not to Exceed \$9,538.00 for a Maximum Allocation of \$580,948.00 in Fiscal Year 2024-2025, Approve a Contingency Amount Not to Exceed \$5,019.07, and Find the Project is Exempt from CEQA: The City Council approved the funding allocation for the Monrovia Canyon Park Fiber Installation and Network Connectivity Project in an amount not to exceed \$55,209.73, including installation by Giggle Fiber in an amount not to exceed \$39,317.86, approved an amendment to the Agreement with Acorn Technology Services for Labor and Supplies in an amount not to exceed \$9,538.00 for a Fiscal Year 2024-2025 maximum allocation of \$580,948.00, approved a contingency amount not to exceed \$5,019.07, find the project is exempt from CEQA, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-20 Allocation of Funding to Perform Miscellaneous Repairs, Improvements and Maintenance to Three (3) Public Restrooms in Monrovia Canyon Park in an Amount Not to Exceed \$40,000.00: The City Council approved Miscellaneous Repairs, Improvements and Maintenance to Three (3) Public Restrooms in Monrovia Canyon Park in an Amount Not to Exceed \$40,000, and authorized the City Manager to have the work performed and execute necessary documents in a form approved by the City Attorney.

CC-21 Amendment No. 1 to the Consultant Services Agreement Dated February 20, 2024, with Roger Johnson dba Johnson Investigations Related to Employment Background Investigations for Prospective City Employees, Extending the Term to September 30, 2025, and Increasing Compensation by an Amount Not to Exceed \$42,100.00 for a Total Amount Not to Exceed \$87,100.00: The City Council approved Amendment No. 1 to the Consultant Services Agreement Dated February 20, 2024, with Roger Johnson dba Johnson Investigations related to employment background investigations for prospective City employees, extending the term to September 30, 2025, and increasing compensation by an amount not to exceed \$42,100.00 for a total amount not to exceed \$87,100.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

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.

Public Input:

1. Jennifer MacDonald, Monrovia
2. Karen Jain, Monrovia
3. Ion Motkin, Monrovia
4. Chris Loos, Monrovia

PUBLIC HEARINGS/MEETINGS: None

REPORTS OF CITY MANAGER AND STAFF:

RCM-1 City Council Directives Update: City Manager Feik responded to comments made during Public Input, and reviewed the City Council Directives, as well as upcoming initiatives.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Councilmember Edward Belden

(a) Recent and upcoming community events

RCC-2 Councilmember Sergio P. Jiménez

(a) Recent and upcoming community events

RCC-3 Councilmember Larry J. Spicer - Excused

RCC-4 Mayor Pro Tem Dr. Tamala Kelly

(a) Recent and upcoming community events

RCC-5 Mayor Becky A. Shevlin

(a) Recent and upcoming community events

ADMINISTRATIVE REPORTS:

AR-1 Award of Contract to All American Asphalt for the Peck Road and Mountain Avenue Infrastructure Improvement Project, Project # G-969, in an Amount Not to Exceed \$4,373,848.18, Approve a Contingency Amount Not to Exceed \$437,385.00, and Approve Task Order No.123 with Merrell Johnson Engineering, Inc., for Construction Management and Inspection Services in an Amount Not to Exceed \$519,683.00:

Councilmember Jimenez recused himself due to a conflict of interest related to real property ownership in the project area on Mountain Avenue and exited Council Chambers.

Alex Tachiki, Public Works director, reviewed the staff report and answered questions of the City Council.

It was moved by Mayor Pro Tem Dr. Kelly, seconded by Councilmember Belden, to approve the Plans and Specifications for Project #G-969, award a contract to All American Asphalt for the Peck Road and Mountain Avenue Infrastructure Improvement Project, Project #G-969, in an amount not to exceed \$4,373,848.12, approve a contingency amount not to exceed \$437,385.00, approve Task Order 123 with Merrell Johnson Engineering, Inc., for Engineering and Construction Management in an amount not to exceed \$519,683.00, direct staff to remove the traffic signal at Mountain and Lemon Avenues from the scope of the project, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney. The motion carried 3-0 by roll call vote.

Councilmember Jimenez returned to Council Chambers.

AR-2 Fiscal Year 2024-25 Budget Update, Resolution No. 2025-23:

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

It was moved by Mayor Pro Tem Dr. Kelly, seconded by Councilmember Belden to adopt Resolution No. 2025-23. The motion carried unanimously by roll call vote.

CONVENE MONROVIA HOUSING AUTHORITY MEETING WITHOUT ADJOURNING CITY COUNCIL MEETING

MHA CONVENE: Chairman Shevlin convened the Regular Meeting of the Monrovia Housing Authority at 8:55 p.m.

MHA ROLL CALL: Boardmembers Edward Belden, Sergio Jiménez, Vice Chairman Dr. Tamala Kelly, and Chairman Becky A. Shevlin. Excused: Boardmember Larry J. Spicer

MHA CONSENT CALENDAR: It was moved by Boardmember Belden, seconded by Boardmember Jiménez, to approve the consent calendar. The motion carried unanimously by roll call vote. The consent calendar consisted of the following items:

MHA CC-1 Unadopted Minutes of December 19, 2023, Regular Meeting of the Monrovia Housing Authority: The Boardmembers adopted the minutes of the December 19, 2023, Regular Meeting.

MHA CC-2 Fiscal Year 2023-2024 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2023-2024 Housing Successor Annual Report: The Boardmembers received and filed the 2023-2024 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2023-2024 Housing Successor Annual Report.

MHA PUBLIC HEARINGS/MEETING – None

MHA ADMINISTRATIVE REPORTS – None

MHA ADJOURNMENT: At 8:57 p.m., Chairman Shevlin adjourned the meeting.

RECONVENE CITY COUNCIL MEETING: Mayor Shevlin reconvened the Regular Meeting of the Monrovia City Council.

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, June 3, 2025, 7:30 P.M.

ADJOURNMENT: At 8:59 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of, Phyllis Harrison Grandmother of City Manager, Dylan Feik.

ATTEST:

APPROVED:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk