



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: August 5, 2025

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

AGENDA LOCATION: CC-1

GOVERNMENT CODE 84308 APPLIES: No

TITLE: Unadopted Minutes of the July 15, 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 July 15, 2025, Regular and Special Meetings.

**MINUTES OF THE REGULAR AND SPECIAL MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, JULY 15, 2025, 7:30 P.M.**

STUDY SESSION: Mayor Becky A. Shevlin convened the Special Meeting of the Monrovia City Council on Tuesday, July 15, 2025, at 5:15 p.m., to discuss Community Center Project Update. All members were present. Mayor Shevlin adjourned the study session at 6:15 p.m.

CLOSED SESSION: Mayor Becky A. Shevlin convened the Special Meeting/Closed Session of the Monrovia City Council on Tuesday, July 15, 2025, at 6:15 p.m., to discuss 1) Public Employee Evaluation Pursuant to Government Code GC 54957(b)(1): City Manager 2) Conference with Labor Negotiator pursuant to Government Code §54957.6; City Negotiator - City Attorney; Unrepresented Employee: City Manager 3) Conference with Legal Counsel, Initiation of Litigation Pursuant to Government Code §54956.9(d)(4); One (1) Potential Case. All members were present. Mayor Shevlin adjourned the closed session at 7:20 p.m.

CONVENE: Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, July 1, 2025, at 7:36 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: Barbara Gholar 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, Larry J. Spicer, Mayor Pro Tem Dr. Tamala Kelly, and Mayor Becky A Shevlin.

REPORT OF CLOSED SESSION: City Attorney Craig A. Steele reported that the City Council met in closed session to discuss the three items on the posted agenda and took no reportable action. All members were present.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Pasadena Humane Pet of the Month: Kevin McManus, Public Relations & Communications Manager introduced Mustang the dog as pet of the month.

PR-2 Recognition of Outgoing Community Services Commissioner Julie Bank, Planning Commissioner Bill Shieff, and Monrovia Old Town Advisory Board Member Boardmember, Roy Wiseman: The Mayor and City Council recognized the outgoing Commissioners and Boardmember.

PR-3 Recognition of “50 States Marathon” runner Lesley Rooke: The Mayor and City Council recognized Lesley Rooke.

STUDENT GOVERNMENT REPRESENTATIVE: To resume in September.

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

CONSENT CALENDAR: It was moved by Councilmember Spicer, seconded by Councilmember Jimenez, 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 July 1, 2025, Regular and Special Meetings of the Monrovia City Council: The City Council adopted the Minutes of the July 1, 2025, Regular and Special Meetings.

CC-2 Payroll No. 14 in the Net Amount of \$905,626.98, and Warrant Registers dated July 3 and July 10, 2025, in the Total Amounts of \$1,369,808.46 and \$5,524,526.31, Respectively: The City Council approved Payroll No. 14 in the net amount of \$905,626.98, and Warrant Registers dated July 3 and July 10, 2025, in the total amounts of \$1,369,808.46 and \$5,524,526.31, respectively

CC-3 Amendment to Title 13 (Public Services), Chapter 13.04 (Water Service) of the Monrovia Municipal Code Related to Backflow Enforcement and Minimum Meter Size for Fire Suppression; Adoption of Ordinance No. 2025-06: The City Council adopted Ordinance No. 2025-06

CC-4 Amendment to Monrovia Municipal Code Chapter 12.32 (Parks) and Chapter 12.33 (Hillside Wilderness Preserve) to update the City's Official List of Designated Parks and the City's Park Rules; Introduction and First Reading of Ordinance No. 2025-10; Adoption of Ordinance No. 2025 10: The City Council adopted Ordinance No. 2025-10.

CC-5 Destruction of Certain Departmental Records; Resolution No. 2025-44: The City Council adopted Resolution No. 2025-44

CC-6 Change Order Related to Contractor Agreement with Cal-Home Remodeling (Rigo Ochoa) for the CDBG Residential Rehabilitation Grant Program Project at 148 Norumbega Drive, in the Amount of \$2,854.00 for a Total Contract Amount not to Exceed \$27,444.00: The City Council approved the change order related to the agreement with Cal-Home Remodeling (Rigo Ochoa) for the CDBG Residential Rehabilitation Grant Program Project at 148 Norumbega Drive, in the amount of \$2,854.00 for a total contract amount not to exceed \$27,444.00 and authorized the additional payment.

CC-7 Consultant Services Agreement with Foster & Foster Consulting Actuaries, Inc., Related to Actuarial Valuation Services for the Period Ending June 30, 2027, in an Amount Not to Exceed \$28,500.00, and Authorize a Contingency in an Amount Not to Exceed \$2,850.00: The City Council approved the Consultant Services Agreement with Foster & Foster Consulting Actuaries, Inc., for the period ending June 30, 2027, in an amount not to exceed \$28,500.00, authorized the City Manager to approve amendments for additional services in an amount not to exceed \$2,850, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-8 Acceptance of Work, File Notice of Completion, and Release Retention Funds to Robert Brkich Construction Corp. for the Fiscal Year 2024-2025 Valve Replacement Project: The City Council accepted the work of Robert Brkich Construction Corp. for the Fiscal Year 2024-2025 Valve Replacement Project, authorized the City Clerk to file the Notice of Completion, and directed staff to release retained funds in accordance with contract provisions and applicable law.

CC-9 On-Call Consultant Services Agreement with TJKM Transportation Consultants for Engineering Services for the Period Ending June 30, 2028, with Two (2) One-Year Options to Extend: The City Council approved the On-Call Consultant Services Agreements with TJKM Transportation Consultants for engineering services for the period ending June 30, 2028, 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 Land and Water Conservation Fund Grant Program Authorizing Resolution for the Recreation Park Renovation and Expansion Project; Resolution No. 2025-41: The City Council adopted Resolution No. 2025-41.

CC-11 Purchase of Materials from Baker & Taylor Book Wholesaler for the Annual Library Collection Development in Fiscal Years 2025-2027 in an Amount Not to Exceed \$35,000.00 per Fiscal Year: The City Council approved the purchase of materials from Baker & Taylor Book Wholesaler for the annual library collection development in Fiscal Years 2025-2027 in an amount not to exceed \$35,000 per fiscal year.

CC-12 Review and Termination of 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. 2025-42: The City Council adopted Resolution No. 2025-42.

CC-13 Review and Termination of the Proclamation of Local Emergency Proclaimed by the Emergency Services Director related to January 2025 Windstorm and Critical Fire Event (Eaton Fire); Resolution No. 2025-43: The City Council adopted Resolution No. 2025-43.

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. Edie Ramirez and Karen Suarez, Monrovia
2. Agent Deirdra Duncan (4097), Pasadena

PUBLIC HEARINGS/MEETINGS: None

REPORTS OF CITY MANAGER AND STAFF:

RCM-1 City Council Directives Update: City Manager Dylan Feik 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
- (b) Clean Power Alliance Report

RCC-2 Councilmember Sergio P. Jiménez

- (a) Recent and upcoming community events

RCC-3 Councilmember Larry J. Spicer

- (a) Recent and upcoming community events

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:

City Manager Feik recused himself for the duration of AR-1 and exited Council Chambers.

AR-1 Amendment to the City Manager’s Employment Agreement, Increasing Annual Salary, and Authorizing One-Time Redemption of a Portion of Accrued and Unused Sick Leave; Resolution No. 2025-45

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

Public Input:

- 1. Karen Suarez, Monrovia, spoke in support

It was moved by Councilmember Spicer, seconded by Councilmember Belden, to adopt Resolution No. 2025-45. The motion carried unanimously by roll call vote.

City Manager Feik returned to Council Chambers.

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, September 2, 2025, 7:30 P.M. The August 5 and August 19, 2025, Regular Meetings were cancelled by prior action.

ADJOURNMENT: At 8:25 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council to Tuesday, August 5, 2025, at 5:00 p.m. in Council Chambers at Monrovia City Hall, 415 S. Ivy Avenue, Monrovia, California 91016, in memory of Charles “Pete” Gross, Grandfather of Accounting Assistant April Olson, former Deputy Chief of Los Angeles Police Department, and former Chief of Newport Beach Police Department

ATTEST:

APPROVED:

Alice D. Atkins, MMC, City Clerk

Becky A. Shevlin, Mayor