



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: December 19, 2023

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

AGENDA LOCATION: CC-1

TITLE: Unadopted Minutes of the December 5, 2023, Special and Regular Meetings of the Monrovia City Council, and the December 12, 2023, Special Joint Meeting of the Monrovia City Council and the Monrovia Unified School District Board of Education

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 December 5, 2023, Special and Regular Meetings of the Monrovia City Council, and the December 12, 2023, Special Joint Meeting of the Monrovia City Council and the Monrovia Unified School District Board of Education

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, DECEMBER 5, 2023, 7:30 P.M.**

CLOSED SESSION: Mayor Becky A. Shevlin convened the Special Meeting/Closed Session of the Monrovia City Council on Tuesday, December 5, 2023, at 7:00 p.m., to discuss CS-1 Conference with Legal Counsel (Existing Litigation) Pursuant to Government Code §54956.9(d)(1); Tino Buccola vs. City of Monrovia, *et al.*, Los Angeles Superior Court Case Number: 22STCV28233. All members were present, with the exception of Councilmembers Gloria Crudginton and Sergio P. Jiménez, who were excused. Mayor Shevlin adjourned the closed session at 7:26 p.m.

CONVENE: Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, December 5, 2023, at 7:32 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: Police Chaplain Terrence Brown led the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Dr. Tamala Kelly led the pledge of allegiance.

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

REPORT OF CLOSED SESSION: City Attorney Craig Steele stated that the City Council met in closed session to discuss the item on the posted agenda, and took no reportable action. Councilmembers Gloria Crudginton and Sergio P. Jiménez were excused.

At this time Santa Claus joined the meeting unexpectedly and, with the assistance of Sergeant Yolanda Juarez, Community Policing Officer, reviewed the schedule of the 2023 Santa Tours.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Recognition of Monrovia Public Library Bookmark Contest Winners: Annette Simpson, Youth Services Librarian, assisted the Mayor and City Council in recognizing the ten contest winners.

STUDENT GOVERNMENT REPRESENTATIVE: Student Liaison Guadalupe Hilario 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 Mayor Pro Tem Spicer, seconded by Councilmember Dr. Kelly, to approve the consent calendar. The motion carried unanimously. The consent calendar consisted of the following items:

CC-1 Unadopted Minutes of the November 16, 2023, Special Meeting and the November 21, 2023, Special and Regular Meetings of the Monrovia City Council: The City Council adopted the Minutes of the November 16, 2023, Special Meeting and the November 21, 2023, Special and Regular Meetings.

CC-2 Payroll Nos. 24 in the Net Amount of \$845,050.65, and Warrant Registers dated November 22 and November 30, 2023, in the Total Amounts of \$418,719.80 and \$389,521.55, Respectively: The City Council approved Payroll No. 24 in the net amount of \$845,050.65, and Warrant Registers dated November 22 and November 30, 2023, in the Total Amounts of \$418,719.80 and \$389,521.55 respectively.

CC-3 Approval of the 2023 Local Appointments List and Designation of the Monrovia Public Library to Receive a Copy of the List: The City Council approved the Local Appointments List and designated the Monrovia Public Library to receive a copy of the list.

CC-4 Agreement with NetFile, Inc., Related to E-Filing and Administration of Fair Political Practice Commission (FPPC) Statement of Economic Interest and Campaign Disclosure Forms for the Period Ending December 31, 2028, in the Amount of \$5,100.00 Annually: The City Council approved a five-year agreement with NetFile, Inc., related to e-filing and administration of Fair Political Practice Commission (FPPC) Statement of Economic Interest and Campaign Disclosure Forms for the period ending December 31, 2028, in

the amount of \$5,100.00 annually, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

CC-5 Amendment No. 3 to the Consultant Services Agreement dated November 1, 2016, with Acorn Technology Corporation Related to Ongoing Managed Information Technology Services in an Amount Not to Exceed \$87,085.00 for a Revised Fiscal Year 2023-2024 Amount Not to Exceed \$553,681.00: The City Council approved Amendment No. 3 to the Consultant Services Agreement dated November 1, 2016, with Acorn Technology Corporation in an amount not to exceed \$87,085.00 related to information technology projects for a Fiscal Year 2023-024, for a revised Fiscal Year 2023-2024 amount not to exceed \$553,681, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-6 Community Facilities District Annual Accountability Reports for Fiscal Year 2023-2024; Receive and File: The City Council received and filed the report.

CC-7 Affiliation Agreement with The Regents of the University of California Related to EMT-Paramedics Training and Instruction Programs for the Period Ending December 5, 2028: The City Council approved the affiliation agreement with the Regents of the University of California on behalf of the UCLA Center for Prehospital Care related to EMT-Paramedics training and instruction programs for the period ending December 5, 2028, and authorized the City Manager to execute the necessary documents in form approved by the City Attorney.

CC-8 Purchase of Seven (7) Motorola APX 8500 All-Band Portable Radios from Motorola in the Amount of \$72,284.30: The City Council approved the purchase of seven (7) Motorola APX 8500 all-band portable radios from Motorola in the amount of \$72,284.30, and authorized the City Manager to execute the necessary documents in a form approved by the City Manager.

CC-9 Temporary License and Operating Agreement with Food ED for the Monrovia Community Garden South Project: The City Council approved the Temporary License and Operating Agreement with Food ED for the Monrovia Community Garden South Project, 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.

1. Juliana Onata, Monrovia Chamber of Commerce Executive Director, via Zoom
2. Yo, Homers Auto

PUBLIC HEARINGS / MEETINGS: None

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.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Councilmember Gloria Crudgington was excused.

RCC-2 Councilmember Sergio P. Jiménez was excused.

RCC-3 Councilmember Dr. Tamala Kelly

- (a) New building on Myrtle Avenue
- (b) Recent and upcoming events

RCC-4 Mayor Pro Tem Larry J. Spicer

- (a) Thanked Monrovia Police Department for improved safety at Station Square
- (b) Recent and upcoming events

RCC-5 Mayor Becky A. Shevlin

- (a) Recent and upcoming 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, December 19, 2023, 7:30 P.M.

ADJOURNMENT: At 8:01 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of Elder Robert Elliott Craig, Second Baptist Church of Monrovia, and Gwendolyn Jones, longtime resident, Monrovia Area Partnership Neighborhood Leader, and Pasadena NAACP Senior Member.

APPROVED:

ATTEST:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk

**MINUTES OF THE SPECIAL JOINT MEETING OF THE
MONROVIA CITY COUNCIL AND
THE MONROVIA UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
HELD TUESDAY, DECEMBER 12, 2023, 10:00 A.M.**

CONVENE: Board President Tracy Gholar convened the Special Joint Meeting of the Monrovia City Council and the Monrovia Unified School District Board of Education of Tuesday, December 12, at 10:00 a.m. at Saute Academy, 150 E Colorado Blvd, Monrovia, California. In attendance were Interim Superintendent Flint Fertig, Administrative Assistant Liana Bersera, City Manager Dylan Feik, and City Clerk Alice D. Atkins.

PLEDGE OF ALLEGIANCE

ROLL CALL: In attendance were Councilmembers Sergio Jimenéz, Dr. Tamala Kelly, Mayor Pro Tem Larry J. Spicer and Mayor Becky A. Shevlin, Boardmembers Selene Lockerbie, Maritza Travanti, Clerk Rob Hammond, Vice President Jennifer Anderson, and President Traci Gholar. Councilmember Gloria Crudgington was excused.

PUBLIC INPUT for items on the Agenda:

1. Chris Loos, Monrovia

DISCUSSION: Team Building Activity

ADJOURN: Mayor Shevlin adjourned the meeting at 1:04 p.m.

ATTEST:

APPROVED:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk