



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: October 7, 2025

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

AGENDA LOCATION: CC-1

GOVERNMENT CODE 84308 APPLIES: No

TITLE: Unadopted Minutes of the September 16, 2025, Regular Meeting 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 September 16, 2025, Regular Meeting.

**MINUTES OF THE REGULAR MEETING OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, SEPTEMBER 16, 2025, 7:30 P.M.**

CONVENE: Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, September 16, 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: Karen Mastrogiovanni led the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Mayor Pro Tem Dr. Tamala Kelly 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 Pasadena Humane Pet of the Month: Kevin McManus, Public Relations & Communications Manager introduced Boogie the dog as pet of the month:

PR-2 Proclaiming September 15 - October 15, 2025 as "Hispanic Heritage Month": Councilmember Jiménez read the Proclamation.

STUDENT GOVERNMENT REPRESENTATIVE: Student Liaison Elyse Vathanadireg provide an update on the happenings of Monrovia High School.

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

CONSENT CALENDAR: 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 September 2, 2025, Regular and Special Meetings of the Monrovia City Council: The City Council adopted the Minutes of the September 2, 2025, Regular and Special Meetings of the Monrovia City Council.

CC-2 Payroll No. 19 in the Net Amount of \$931,021.16, and Warrant Registers dated September 4 and September 11, 2025, in the Total Amounts of \$848,491.44 and \$409,435.47, Respectively: The City Council approved Payroll No. 19 in the net amount of \$931,021.16, and Warrant Registers dated September 4 and September 11, 2025, in the total amounts of \$848,491.44 and \$409,435.47, respectively.

CC-3 Destruction of Certain Departmental Records; Resolution No. 2025-49: The City Council adopted Resolution No. 2025-49.

CC-4 State of California Office of Traffic Safety Grant Agreement Accepting Funding in and Amount Not to Exceed \$50,000.00 for the Pedestrian and Bicycle Safety Program: The City Council approved the Grant Agreement with the State of California Office of Traffic Safety accepting grant funding in an amount not to exceed \$50,000.00 for the implementation of pedestrian and bicycle safety programming, and authorized the City Manager and other designated staff to execute the necessary documents in a form approved by the City Attorney.

CC-5 Award of Contract to Gentry Brothers Inc. for the Huntington Drive Improvements Project, Project # G-979, in an Amount Not to Exceed \$1,399,350.00, Reject Bid Protest; Task Order No. 6 with Transtech Engineers, Inc., for Construction Management and Inspection Services in an Amount Not to Exceed \$249,086.00; Consultant Services Agreement with NV5, Inc., for Construction Engineering Services in an Amount Not to Exceed \$18,750.00; Approve a Contingency Amount Not to Exceed \$130,000.00, Approve the Project Design in Accordance with Government Code Section 830.6; and Appropriate Additional Funding in the Amount of \$160,915.00 in Proposition C Local Return Funds to Provide the Required Local Match for the Project: The City Council approved the Plans and Specifications for Project #G-979, award a contract to Gentry Brothers, Inc. for the Huntington Drive Improvements Project, Project #G-979, in an amount not to exceed \$1,399,350.00, reject the bid protest, approve a contingency amount Not to Exceed \$130,000.00, approve Task Order No. 6 with Transtech Engineers, Inc., for Construction Management and Inspection in an amount not to exceed \$249,086, approve a Consultant Services Agreement with NV5, Inc., for Construction Engineering Services in an Amount Not to Exceed \$18,750.00, appropriate an additional \$160,915.00 in Prop C Local Return Funds to provide the required Local Match for the Project, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-6 Consultant Services Agreement with Stetson Engineers, Inc., for Preparation of the 2025 Urban Water Management Plan, 2025 Risk and Resilience Assessment, and Emergency Response Plan in an Amount not to Exceed \$53,500.00; and Approve a Contingency in an Amount Not to Exceed \$5,350.00: The City Council approved the Consultant Services Agreement with Stetson Engineers, Inc., for preparation of the 2025 Urban Water Management Plan, 2025 Risk and Resilience Assessment, and the Emergency Response Plan in an amount not to exceed \$53,500.00; authorized a contingency amount not to exceed \$5,350.00; and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-7 Allocation of Funding to Perform Miscellaneous Repairs, Improvements and Maintenance to the Monrovia Canyon Park Cabin in an Amount Not to Exceed \$100,000.00: The City Council approved allocation of funding for miscellaneous repairs, improvements and maintenance to the Monrovia Canyon Park Cabin in an Amount Not to Exceed \$100,000.00

CC-8 Support Services Agreement with Monrovia Chamber of Commerce in an Amount Not to Exceed \$55,000 per Fiscal Year for the Period Ending June 30, 2027, with Two (2) Additional One-Year Options to Extend: The City Council approved a Support Services Agreement with Monrovia Chamber of Commerce in an Amount not to Exceed \$55,000 per fiscal year for the period ending June 30, 2027, with two (2) additional one-year options to extend, 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. Anna Gee, IRCSGV
2. Aly Ceja, Duarte
3. Alicia Pardo, Monrovia
4. Sheri Lochner, Monrovia
5. Korrine Ramirez, Monrovia Chamber of Commerce
6. Dirk Beecham, Monrovia
7. Tim aan't Goor, Monrovia
8. Patty Kelly, KGEM Boardmember
9. Mr. Nelson, Monrovia
10. Wes Reutimann, Active San Gabriel
11. Rob Lewis, Monrovia
12. A.V.

PUBLIC HEARINGS/MEETINGS:

PH-1 Amendment to Title 17 (Zoning Code) of the Monrovia Municipal Code, Adding Chapter 17.38 (“Density Bonus”) and Section 17.52.380 to the Monrovia Municipal Code, and Deleting Section 17.44.020 from the Monrovia Municipal Code; Introduction and First Reading of Ordinance No. 2025-09

Jennifer Driver, Senior Planner, reviewed the staff report and answered questions of the City Council.

Mayor Shevlin opened and closed the public hearing as there was no one present wishing to speak.

It was moved by Mayor Pro Tem Dr. Kelly, seconded by Councilmember Spicer, to introduce, read by title only, and waive further reading of Ordinance No. 2025-09. The motion carried unanimously by a roll call vote.

City Attorney Steele read the title of Ordinance No. 2025-09 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, AMENDING MONROVIA MUNICIPAL CODE SECTIONS 17.04.080, 17.08.010, 17.08.020, 17.42.030 AND 17.42.120; ADDING CHAPTER 17.38 AND SECTION 17.52.380 TO THE MONROVIA MUNICIPAL CODE; AND DELETING SECTION 17.44.020 FROM THE MONROVIA MUNICIPAL CODE AND FINDING ADOPTION OF THE ORDINANCE TO BE CATEGORICALLY EXEMPT FROM REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

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.

RCM-2 SGV Care Program Update: John Donchig, Police Captain, provided an update on the SGV Care Program.

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

(a) Gold Line Report

(b) 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

(b) Los Angeles County Affordable Housing Solutions Agency (LACAHS) Report

ADMINISTRATIVE REPORTS:

AR-1 Intention to Order the Formation of the Monrovia Citywide Lighting, Landscaping, and Parks Maintenance Assessment District No. 2025-1 and to Levy and Collect Assessments within the District for Fiscal Year 2026-2027; Setting a Public Hearing on November 18, 2025, Providing for Mailing of Notice and Assessment Ballots; Adoption of Ballot Procedures and an Exhaustion of Administrative Remedies Requirement; Authorization and Direction to the City Manager to Cast Ballots for City-owned Parcels; and Approval of the Engineer's Report; Resolution Nos. 2025-47 and 2025-48; Finding that the Actions and Proceedings are Categorically Exempt from CEQA Review under CEQA Guidelines Section 15301

Rae Bowman, Administrative Services Deputy Director, reviewed the agenda report and answered questions of the City Council.

It was moved by Councilmember Jimenez, seconded by Councilmember Spicer, to Adopt Resolution Nos. 2025-47 and 2025-48. The motion carried unanimously by a 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, September 30, 2025, 7:30 P.M.

ADJOURNMENT: At 9:39 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of Joshua Nathaniel Rutherford, Brother of Mayor Pro Tem Tamala Kelly, Vanessa Yvette Coles, Cousin of Community Services Commissioner Genia Mills, and Leif Lechuga Arildsen husband of 5th generation Monrovia Janeane Lechuga Arildsen.

APPROVED:

ATTEST:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk