

**MINUTES OF THE REGULAR AND SPECIAL MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, JUNE 3, 2025, 7:30 P.M.**

STUDY SESSION: Mayor Becky A. Shevlin convened the Special Meeting of the Monrovia City Council on Tuesday, June 3, 2025, at 5:49 p.m., to discuss Fiscal Year 2025-27 Budget Study Session No. 2: Review of Operating Budget. All members were present. Mayor Shevlin adjourned the study session at 6:30 p.m.

CONVENE: Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, June 3, 2025, 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 Steve Campodonico led the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Sergio P. Jiménez 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 Proclaiming June 2025 as "LGBTQ+ Pride Month": Mayor Shevlin presented the proclamation to Amber Castellanos, on behalf of local non-profit Underdog Bookstore and Events, Inc.

PR-2 Proclaiming June 9-15 2025 as "Men's Health Week": Mayor Shevlin read the proclamation.

PR-2 Proclaiming June 14, 2025 as "Race Unity Day": The City Council presented a proclamation to Barbara Gholar, Local Spiritual Assembly of the Baha'is of Monrovia.

STUDENT GOVERNMENT REPRESENTATIVE: To resume in September

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

CONSENT CALENDAR: Mayor Shevlin noted item CC-11 was pulled for discussion. **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 May 20, 2025, Regular and Special Meetings of the Monrovia City Council: The City Council adopted the Minutes of the May 20, 2025, Regular and Special Meetings of the Monrovia City Council

CC-2 Payroll No. 11 in the Net Amount of \$848,121.62, and Warrant Registers dated May 22 and May 29, 2025, in the Total Amounts of \$723,691.68 and \$257,168.36, Respectively: The City Council approved Payroll No. 11 in the net amount of \$848,121.62, and Warrant Registers dated May 22 and May 29, 2025, in the total amounts of \$723,691.68 and \$257,168.36, respectively.

CC-3 Memorandum of Agreement with San Gabriel Valley Council of Governments for Continued Participation in the San Gabriel Valley Crisis Assistance Response & Engagement (SGV CARE) Program for the Period Ending March 31, 2028: The City Council approved a Memorandum of Agreement with the San Gabriel Valley Council of Governments for Participation in the San Gabriel Valley Crisis Assistance Response & Engagement (SGV CARE) Program through March 31, 2028, with the option to extend upon mutual agreement of both parties, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-4 Master Services Agreement with CivicPlus in an Amount Not To Exceed \$14,889.10 for the Implementation of Recreation Management Software for an Initial Term of Twelve (12) Months: The City Council approved Master Services Agreement with CivicPlus in an amount not to exceed \$14,889.10 for the

Implementation of Recreation Management Software for the initial term of twelve (12) months and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-5 Amendment No. 2 to the Consultant Services Agreement dated August 1, 2023, with the Monrovia Historical Society Related to the Monrovia Legacy 2.0 Project, to Extend the Term Through June 30, 2026, in an Amount Not to Exceed \$30,000.00, for a Total Project Expenditure of \$90,000.00: The City Council approved Amendment No. 2 to the Consultant Services Agreement dated August 1, 2023, with the Monrovia Historical Society related to the Monrovia Legacy 2.0 Project, to extend the term through June 30, 2026, in an amount not to exceed \$30,000.00, for a total project expenditure of \$90,000.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-6 Amendment No. 3 to the Memorandum of Understanding (MOU) with Boys and Girls Club of the Foothills dated April 17, 2018, Related to the Recreational Based Summer Camp Program Extending the Term through June 30, 2026, with an Additional Compensation Amount not to Exceed \$23,100.00: The City Council approved Amendment No. 3 to the Memorandum of Understanding with the Boys and Girls Club of the Foothills dated April 17, 2018, related to the Recreational Based Summer Camp Program, extending the term through June 30, 2026, with an additional compensation amount not to exceed \$23,100.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-7 Amendment No. 3 to the Facility Use Agreement dated June 11, 2020, with Volunteer Center of the San Gabriel Valley for Use of 258 Square Feet of Space in the Monrovia Community Center, to Extend the Term Through June 30, 2026: The City Council approved Amendment No. 3 to the Facility Use Agreement dated June 11, 2020, with the Volunteer Center of San Gabriel Valley for the use of 258 square feet of space in the Monrovia Community Center, to extend the term through June 30, 2026, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-8 Lease Agreements with Options for Learning for Land Use at Recreation Park and Rotary Park for the Period Ending June 30, 2028, with Four (4) One-Year Extensions: The City Council approved Lease Agreements with Options for Learning for Land Use at Recreation Park and Rotary Park for the Period Ending June 30, 2028, with Four (4) one-year extensions, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-9 Task Order No. 2 under the On-Call Agreement with J&J Engineering & Computers, Inc., Dated January 1, 2025, for the Emergency Upgrade of Remote Terminal Unit at the May Booster Pump Station in an Amount Not to Exceed \$68,450.00; and Authorize a Contingency Amount Not to Exceed \$6,845.00: The City Council approved Task Order No. 2 under the Agreement with J&J Engineering & Computers, Inc., dated January 1, 2025, for the emergency upgrade of Remote Terminal Unit at the May Booster Pump Station in an amount not to exceed \$68,450.00, authorized a contingency amount not to exceed \$6,845.00; approved a \$65,295.00 budget amendment to the Fiscal Year 2024-2025 Water Budget; and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-10 Installation of All-Way Stops at the Intersection of South Mayflower and West Lime Avenues, and the Intersection of South Alta Vista and West Palm Avenues; Receive and File: The City Council Received and filed the report.

CC-11 Agreement with West Coast Arborists, Inc., for Tree Maintenance and Brush Clearance Services for the Period Ending June 30, 2027, with Two (2) One-Year Options to Extend: This item was pulled from the Consent Calendar for discussion.

CC-12 Acceptance of Work, Filing Notice of Completion, and Release of Retention Funds to G.L. Schaeffler, Inc., dba Mountjoy Construction Co. for Emergency Repairs to the Monrovia Library: The City Council accepted the work of G.L. Schaeffler, Inc., dba Mountjoy Construction Co. for the Emergency Repairs to the Monrovia Library, authorized the City Clerk to file the Notice of Completion, and directed staff to release retained funds in accordance with the contract provisions and applicable law.

CC-13 Acceptance of Work, Filing Notice of Completion, and Release of Retention Funds to Pokrajac Corporation for Emergency Repairs to the Flood Control Channel Wall Adjacent to 346 Genoa Street: The City Council accepted the work of Pokrajac Corporation for the Emergency Repairs to the Flood Control Channel Wall Adjacent to 346 Genoa Street, authorized the City Clerk to file the Notice of Completion, and directed staff to release retained funds in accordance with the contract provisions and applicable law.

ITEMS PULLED FROM CONSENT CALENDAR**CC-11 Agreement with West Coast Arborists, Inc., for Tree Maintenance and Brush Clearance Services for the Period Ending June 30, 2027, with Two (2) One-Year Options to Extend:**

Public Works Director Alex Tachiki reviewed the agenda report and answered questions of the City Council.

1. Dennis Jones, Mariposa Tree Management
2. Jennifer McDonald, Monrovia

It was moved by Councilmember Spicer, seconded by Mayor Pro Tem Kelly, to approve an agreement with West Coast Arborists, Inc. for tree maintenance services in an annual amount not to exceed \$412,563.00; and brush clearance services in an annual amount not to exceed \$10,000.00, for the period ending June 30, 2027, with two (2) one-year options to extend, with an increase of no more than the annual Common Labor Cost Index of Engineering News Record for the Los Angeles Area, not to exceed 6%, if extended., and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney. The motion carried 4-1, with Councilmember Belden voting against.

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. Tom Dougher, Monrovia
2. Sam Uhland, Monrovia
3. Carol Daley, Monrovia

PUBLIC HEARINGS/MEETINGS:**PH-1 Amendment to Title 17 (Zoning) of the Monrovia Municipal Code, Adding Inclusionary Housing Requirements as Chapter 17.42 "Affordable Housing Requirements"; Introduction and First Reading of Ordinance No. 2025-03**

Sheri Bermejo, Community Development Director, reviewed the agenda report and answered questions of the City Council.

Mayor Shevlin opened the public hearing.

1. Melissa Taylor, Monrovia
2. Carol Daley, Monrovia
3. Paul Groubert, Monrovia

Mayor Shevlin closed the public hearing.

It was moved by Councilmember Belden, seconded by Mayor Pro Tem Dr. Kelly, to introduce, read by title only, and waive further reading of Ordinance No. 2025-03, with direction to bring the ordinance back in 6 months to make it apply citywide. The motion carried 4-0, with Councilmember Spicer abstaining.

City Attorney Craig Steele read the title of the Ordinance No. 2025-03 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA, ADDING CHAPTER 17.42 (AFFORDABLE HOUSING REQUIREMENTS) TO THE MONROVIA MUNICIPAL CODE AND FINDING THE ADOPTION OF THE ORDINANCE TO BE CATEGORICALLY EXEMPT FROM REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

PH-2 Public Hearing Regarding Vacancy Levels and Recruitment and Retention Efforts Pursuant to Assembly Bill 2561/Government Code Section 3502.3; Receive and File

Lauren Vasquez, Assistant City Manager, reviewed the agenda 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.

The report was received and filed.

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.

RCM-2 Appointment of Delegate and Alternate to San Gabriel Valley Council of Governments ("SGVCOG") 2028 Olympic and Paralympic Games Committee: City Manager Feik reviewed the agenda report. Following discussion, without objection, Mayor Pro Tem Kelly and Councilmember Spicer were nominated for consideration as the City's delegate and alternate, with City Manager Feik to provide a letter to the SGVCOG indicating such.

RCM-3 SPOT Program Update: Tina Cherry, Community Services Director, gave an update on the 2025 SPOT Program.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Councilmember Edward Belden

- (a) Recent and upcoming community events
- (b) Clean Power Alliance (CPA) 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
- (b) Neighborhood USA (NUSA), May 20-23, 2025, Jacksonville, FL

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) San Gabriel Valley Council of Governments, May 28, 2025, Sacramento, CA
- (c) Newly elected Foothill Transit Governing Board Chair Shevlin

ADMINISTRATIVE REPORTS:

AR-1 Agreement with Pro Park, LLC, dba Empire Transportation, for the Continued Provision of Americans with Disabilities Act (ADA)-Compliant Transportation as Part of the GoMonrovia Program for Fiscal Years 2025-2026 through 2027-2028 in an Amount Not to Exceed \$2,732,609.00 with Two (2) One-Year Options to Extend:

Sophia Sousa, Management Analyst, reviewed the agenda report and answered questions of the City Council.

It was moved by Councilmember Jimenez, seconded by Councilmember Belden, to approve the Agreement with Pro Park, LLC, dba Empire Transportation, for the Disabilities Act (ADA)-compliant transportation as part of the GoMonrovia program for Fiscal Years 2025-2026 through 2027-2028 in an amount not to exceed \$2,732,609.00 with two (2) one-year options to extend, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney. The motion carried unanimously by roll call vote.

AR-2 Provide Authority for the City Manager to Enter into Contracts for Legal Services and Investigation Services for Confidential Personnel Matters:

Craig A. Steele, City Attorney, reviewed the agenda report and answered questions of the City Council. A typographical error was noted, in that the intent was to delegate authority to contract for legal and investigation

services related to confidential personnel matters in an amount not to exceed \$50,000.00; the text of the ordinance would be corrected.

It was moved by Councilmember Spicer, seconded by Councilmember Jimenez to introduce, waiver further reading of and read by title only Ordinance No. 2025-07. The motion carried unanimously by roll call vote.

City Attorney Craig Steele read the title of the Ordinance No. 2025-07 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA AMENDING SECTION 3.24.100 (PROFESSIONAL SERVICES) OF CHAPTER 3.24 (PURCHASING, BIDDING AND SALE PROCEDURES) OF TITLE 3 (REVENUE AND FINANCE) OF THE MONROVIA MUNICIPAL CODE TO DELEGATE TO THE CITY MANAGER THE AUTHORITY TO RETAIN LEGAL COUNSEL AND/OR INVESTIGATORS FOR CONFIDENTIAL PERSONNEL MATTERS

PUBLIC INPUT, CONTINUED (IF NEEDED): None

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED: None

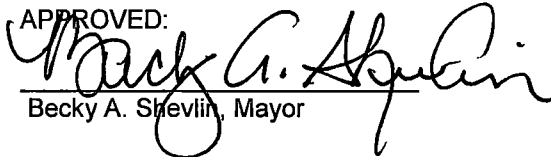
SCHEDULED MEETINGS: The next Regular Meeting of the Monrovia City Council was scheduled for Tuesday, June 17, 2025, 7:30 P.M.

ADJOURNMENT: At 10:14 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council.

ATTEST:


Alice D. Atkins, MMC, City Clerk

APPROVED:


Becky A. Shevlin, Mayor