



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: March 4, 2025

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

AGENDA LOCATION: CC-1

GOVERNMENT CODE 84308 APPLIES: No

TITLE: Unadopted Minutes of the February 18, 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 and Special 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 February 18, 2025, Regular and Special Meetings of the Monrovia City Council.

**MINUTES OF THE REGULAR AND SPECIAL MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, FEBRUARY 18, 2025, 7:30 P.M.**

STUDY SESSION: Mayor Becky A. Shevlin convened the Special Meeting of the Monrovia City Council on Tuesday, February 18, 2025, at 5:45 p.m., to discuss and provide directions on Citywide Lighting, Landscaping, and parks Maintenance Assessment Districts. All members were present. Mayor Shevlin adjourned the study session at 6:36 p.m.

CLOSED SESSION: Mayor Becky A. Shevlin convened the Special Meeting/Closed Session of the Monrovia City Council on Tuesday, February 18, 2025, at 6:36 p.m., to discuss Conference with Real Property Negotiator pursuant to Government Code §54956.8; Assessor Parcel Nos. 8519-025-023, 8519-025-024, 8519-025-027, 8519-025-028, 8519-025-029; City Negotiator: City Manager; Negotiating Party: Cleve B. Crudgington; Under Negotiation: Terms. All members were present, with the exception of Councilmember Edward Belden, who recused himself due to a potential conflict of interest involving the Negotiating Party. Mayor Shevlin adjourned the closed session at 7:22 p.m.

CONVENE: Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, February 18, 2025, at 7:32 p.m. in City Council chambers. In attendance were City Manager Dylan Feik, City Attorney Craig A. Steele, and City Clerk Alice Atkins.

INVOCATION: Pastor Karen Mastrogiovanni

PLEDGE OF ALLEGIANCE: Councilmember Larry J. Spicer

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: The City Attorney reported that the City Council met in closed session, to discuss the item on the posted agenda and took no reportable action. All City Councilmembers were present, with the exception of Councilmember Belden, who recused himself due to a potential conflict of interest.

PRESENTATIONS/PROCLAMATIONS:

PR-1 Pasadena Humane Pet of the Month: This item was pulled from the agenda, as there were no adoptable pets at this time due to the Eaton Fire.

PR-2 Congressman Gil Cisneros, Introduction & Welcome: Congressman Gil Cisneros introduced himself and his staff to City Council and the community.

PR-3 Spencer Abbott, Senator Sasha Renée Pérez District Representative, Introduction & Welcome: Spencer Abbott, Senator Sasha Renée Pérez District Representative, introduced herself to City Council and the community.

STUDENT GOVERNMENT REPRESENTATIVE: Student Liaison Jasmine Rodriguez

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

CONSENT CALENDAR: It was moved by Councilmember Spicer, seconded by Mayor Pro Tem 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 February 4, 2025, Regular Meeting and February 11, 2025, Special Meeting of the Monrovia City Council. The City Council adopted the Minutes of the February 4, 2025, Regular Meeting and February 11, 2025, Special Meeting of the Monrovia City Council.

CC-2 Payroll No. 4 in the Net Amount of \$863,709.12, and Warrant Registers dated February 6 and February 13, 2025, in the Total Amounts of \$306,212.70 and \$1,363,137.19, Respectively: The City Council approved Payroll No. 4 in the net amount of \$863,709.12, and Warrant Registers dated February 6 and February 13, 2025, in the total amounts of \$306,212.70 and \$1,363,137.19, respectively.

CC-3 Destruction of Certain Departmental Records; Resolution No. 2025-08: The City Council adopted Resolution No. 2025-08.

CC-4 Payment to Norman A. Traub Associates for Professional Service Fees in an Additional Amount Not to Exceed \$5,000.00 for a Total Amount Not to Exceed \$35,407.41, and to RCS Investigations & Consulting for Professional Service Fees in an Amount Not to Exceed \$ \$27,500.00: The City Council approved payment to Norman A. Traub Associates in an additional amount not to exceed \$5,000 for a total amount not to exceed \$35,407.11, and payment to RCS Investigations & Consulting in an additional amount of \$2,500 for a total amount not to exceed \$27,500 related to investigation and legal fees.

CC-5 Proposed Language Revisions to Side Letter of Agreement with Monrovia Municipal Employees' Association: The City Council approved the updated Side Letter of Agreement to the MOU with Monrovia Municipal Employees' Association.

CC-6 Proposed Language Revisions to Side Letter of Agreement with Monrovia Firefighters' Association: The City Council approved the updated Side Letter of Agreement to the MOU with Monrovia Firefighters' Association.

CC-7 Amendment No. 1 to the Consultant Services Agreement with Perkins Eastman Architects, D.P.C., dated February 6, 2024 for Professional Design Services related to the Monrovia Community Center Renovation Project, to reduce the scope of work and decrease total compensation by the amount of \$220,900 for a total amount not to exceed \$1,657,100 and approved a revised contingency amount not to exceed \$165,710: The City Council approved Amendment No. 1 to the Consultant Services Agreement with Perkins Eastman Architects, D.P.C., dated February 6, 2024, for design services related to the Monrovia Community Center Renovation Project, to decrease the total compensation by the amount of \$220,900.00 for a total amount not to exceed \$1,657,100.00; approve a revised contingency amount not to exceed \$165,710.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-8 Purchase of Playground Equipment and Shade Structure from Landscape Structures, Inc., in the Amount of \$410,821.88; Approval of a Contingency in an Amount Not to Exceed \$41,000.00; and Solicitation of Bids for the Satoru Tsuneishi Park Project, Project # G-1000: The City Council approved the purchase of playground equipment and shade structures from Landscape Structures, Inc., in the amount of \$410,821.88, approved a contingency in an amount not to exceed \$41,000.00, authorized staff to advertise the Notice Inviting Bids and conduct a formal bidding process for the Satoru Tsuneishi Park Project, Project # G-1000, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-9 Acceptance of Work, File Notice of Completion, and Release Retention Funds to Layne Christensen Company for Rehabilitation of the Upper Cloverleaf Booster Pump No. 4-4: The City Council accepted the work of Layne Christensen Company, for the rehabilitation of the Upper Cloverleaf Booster Pump No. 4-4, authorized the City Clerk to file the Notice of Completion, and directed staff to release retained fund in accordance with the contract provisions and applicable law.

CC-10 Transfer Agreement No. 2024MP52 with the Los Angeles County Flood Control District Related to the Safe, Clean Water – Municipal Program for the Period Ending June 30, 2028: The City Council approved Transfer Agreement No. 2020MP52 with the Los Angeles County Flood Control District related to the Safe, Clean Water – Municipal Program for the period ending June 30, 2028, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-11 Acceptance of Work, File Notice of Completion, and Release Retention Funds to Layne Christensen Company for Well No. 4 Motor and Stand Replacement: The City Council accepted the work of Layne Christensen Company for Well No. 4 motor and stand replacement, 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-12 Modification to the Annual Maintenance and License Fees for TRAKiT Development Services Software Service for the Fiscal Year 2024-2025, with subsequent increases not to exceed 5% annually through Fiscal Year 2026-2027: The City Council approved the modification to the Annual Maintenance and License Fees for TRAKiT Development Services Software Service for the Fiscal Year 2024-2025, with three (3)

one-year options to extend with an annual increase not to exceed 5% through FY 2026-2027, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

CC-13 One-Year Time Extension on the Approval of Vesting Tentative Tract Map No. 82571 and Conditional Use Permit CUP2019-0016 for the Consolidation of Thirteen Parcels into One (1) 3.30 Acre Site and the Construction of the Arroyo at Monrovia Station Mixed-Use Development Located at 202-238 West Evergreen Avenue; 1551 South Primrose Avenue; and 1610 South Magnolia Avenue; Resolution No. 2025-09, by Evergreen Investment Partners, LLC (Matt Waken): The City Council adopted Resolution No. 2025-09.

CC-14 Amendment to the Agreement for The Commission of Artwork with Ryan Burch dated July 2, 2024, for the Installation of the Route 66 Mural on the Huntington Drive Pedestrian Bridge to Increase the Expenditure by \$25,000 for a Total Project Amount of Not to Exceed \$85,000: The City Council approved an amendment to the agreement with Ryan Burch for the Installation of the Route 66 Mural, allocated an additional \$25,000 of Art in Public Places Funds for a total project amount of \$85,000, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-15 Purchase of One (1) 2020 Boise Mobile Equipment (BME) Type VI Paramedic Rescue Squad Built on a 2019 Dodge 5500 Crew Cab 4x4 Chassis from the City of Glendale in the amount of \$215,000.00: The City Council approved the purchase of one (1) 2020 Boise Mobile Equipment (BME) Type VI Paramedic Rescue Squad Built on a 2019 Dodge 5500 Crew Cab 4x4 Chassis from the City of Glendale in the amount of \$215,000.00, and authorized the City Manager to execute all required purchasing 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. Julie Bank, Monrovia High School Humanities Academy
2. Karen DeClue, Monrovia
3. Rebecca Frederick, Monrovia
4. Michelle Serafin, Monrovia
5. Sydney Veltman, Monrovia
6. Luca Suarez, Monrovia
7. Ryan Burch and Darren
8. Erica Gallego, Monrovia

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.

RCM-2 Boards & Commissions Survey on Term Limits and Cancellation of Meetings in August: City Clerk, Alice Atkins, provided an update regarding a recent Boards & Commission Survey on term limits and cancellation of meetings in August.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:

RCC-1 Councilmember Edward Belden

- (a) Recent and upcoming community events
- (b) Clean Power Alliance Update

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) Metro Gold Line Update

RCC-4 Mayor Pro Tem Dr. Tamala Kelly

(a) Upcoming San Gabriel Valley Council of Governments Energy, Environment and Natural Resources Committee Meeting; South Coast Air Quality Management District Proposed Amended Rules

RCC-5 Mayor Becky A. Shevlin

(a) Appointment to Fill Unscheduled Vacancy on the Monrovia Library Board for an Unexpired Term Ending June 30, 2025; Without objection, Shelly Cattarino was appointed to the Board to fill the unexpired term of Nathan Allen ending June 30, 2025.

(b) Recent and upcoming community events

ADMINISTRATIVE REPORTS:

AR-1 Amendment to Title 2, Chapter 2.20, of the Monrovia Municipal Code Changing the General Municipal Election Date to the Date of the Statewide General Election in Even-Numbered Years Beginning in 2026 and Extending Current Terms of Office Accordingly; Introduction of Ordinance No. 2025-02.

City Attorney Steele, reviewed the staff report and answered questions of the City Council.

It was moved by Councilmember Jimenez, seconded by Councilmember Spicer, to approve waive further reading, and read by title only Ordinance No. 2025-02. The motion carried unanimously by roll call vote.

City Attorney Steele read the title of Ordinance No. 2025-02 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA AMENDMENT TO TITLE 2, CHAPTER 2.20, OF THE MONROVIA MUNICIPAL CODE CHANGING THE GENERAL MUNICIPAL ELECTION DATE TO THE DATE OF THE STATEWIDE GENERAL ELECTION IN EVEN-NUMBERED YEARS BEGINNING IN 2026 AND EXTENDING CURRENT TERMS OF OFFICE ACCORDINGLY TO COMPLY WITH RECENT CHANGES TO STATE LAW, AND FINDING THE ORDINANCE TO BE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

AR-2 Fixture Replacement Rate Agreement with Southern California Edison Related to Retrofit of Utility-Owned Street Lights to Light-Emitting Diode (LED) Technology

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

It was moved by Councilmember Spicer, seconded by Councilmember Belden, to approve the LS-1 Option E agreement with Southern California Edison for retrofit of Utility-owned High Pressure Sodium Vapor (HPS) Street Lights city-wide to LED Technology 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-3 Preservation of the Anderson House Museum Located at 215 East Lime Avenue

Councilmember Spicer recused himself and exited chambers, stating a conflict of interest due to his position on the Monrovia Historical Society Board.

Dylan Feik, City Manager, reviewed the staff report and answered questions of the City Council.

It was moved by Councilmember Jimenez, seconded by Mayor Pro Tem Dr. Kelly, to acquire and preserve the Anderson House Museum in its present location, and authorize the City Manager to prepare necessary documents, forms, and reports as approved by the City Attorney. The motion carried unanimously by 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, March 4, 2025, 7:30 P.M.

ADJOURNMENT: At 9:40 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of. Jake Ferntheil; Monrovia High School Band and Choir Director, Carmen Acosta; retired Monrovia Police Records Supervisor; and Lafayette C Hight Jr.; longtime Monrovia resident.

APPROVED:

ATTEST:

Becky A. Shevlin, Mayor

Alice D. Atkins, MMC, City Clerk