

**MINUTES OF THE REGULAR AND SPECIAL MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, JULY 1, 2025, 7:30 P.M.**

CLOSED SESSION: Mayor Becky A. Shevlin convened the Special Meeting/Closed Session of the Monrovia City Council on Tuesday, July 1, 2025, at 6:30 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. All members were present. Mayor Shevlin adjourned the closed session at 7:12 p.m.

CONVENE: Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, July 1, 2025, at 7:30 p.m. in City Council chambers in honor of Vivian Starling McCoy, Born June 18, 2025, to Community Services Commissioner Nicole & Josh McCoy. 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 Martinez led the invocation.

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

PRESENTATIONS/PROCLAMATIONS:

PR-1 Recognition of Outgoing Library Boardmember Mark Harvis: The Mayor and City Council presented a plaque to outgoing Boardmember Harvis in recognition of his years of service.

PR-2 Proclaiming July 2025 as "Parks Make Life Better Month": The Mayor and City Council presented a proclamation to Recreation Coordinator Hailey Villalobos and members of the Youth Commission.

STUDENT GOVERNMENT REPRESENTATIVE: To resume in September

ORDER OF BUSINESS: At the suggestion of City Manager Dylan Feik, Mayor Shevlin brought item RCC-2 forward to precede Consent Calendar.

RCC-2 Councilmember Sergio P. Jiménez

(b) Bungalow Courts in Monrovia: At the request of Councilmember Jiménez, Fred Wasson, Monrovia Historic Preservation Group, provided an overview of the history of Bungalow Courts and their value as an affordable housing option in the City.

CONSENT CALENDAR: It was moved by Councilmember Spicer, seconded by Councilmember Belden, to approve the consent calendar. The motion carried unanimously. The Consent calendar consisted of the following items:

CC-1 Unadopted Minutes of the June 17, 2025, Regular and Special Meetings of the Monrovia City Council: The City Council adopted the Minutes of the June 17, 2025, Special and Regular Meetings of the Monrovia City Council.

CC-2 Payroll No. 13 in the Net Amount of \$1,018,858.94, and Warrant Registers dated June 18 and June 26, 2025, in the Total Amounts of \$421,383.44 and \$886,934.02, Respectively: The City Council approved Payroll No. 13 in the net amount of \$1,018,858.94, and Warrant Registers dated June 18 and June 26, 2025, in the total amounts of \$421,383.44 and \$886,934.02, respectively.

CC-3 On-Call Consultant Services Agreements with Stetson Engineers, Civiltec Engineering, Inc., MNS Engineers, Inc., and Craftwater Engineering, Inc. 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 Stetson Engineers, Civiltec Engineering, Inc., MNS Engineers, Inc., and Craftwater

Engineering, Inc. 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-4 Cancellation of the August 5 and August 19, 2025, Regular City Council Meetings: The City Council Canceled the regular City Council meetings in August 2025, with the intent to hold a properly noticed meeting at an earlier time on August 5, 2025.

CC-5 Consultant Services Agreement with NBS Government Finance Group for Annual Administration Services Related to the City's Assessment Districts, Parcel Taxes, and Community Facilities District Special Taxes in an Amount Not to Exceed \$28,456.79 for the Period Ending March 31, 2026: The City Council approved the Consultant Services Agreement with NBS Government Finance Group for administration services related to the City's assessment districts, parcel taxes, and community facilities districts in an amount not to exceed \$28,456.79 for the period ending March 31, 2026, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-6 Amendment No. 2 to the Agreement with NBS Government Finance Group Dated November 15, 2022, to Modify Scope of Services, Increase Total Compensation by the Amount of \$15,000.00 for a Total Amount Not to Exceed \$158,450.00, and Extend the Term Through June 30, 2026; Authorize a Revised Total Contingency of \$7,922.50: The City Council approved Amendment No. 2 to the Agreement with NBS Government Finance Group, dated November 15, 2022, to increase total maximum compensation by the amount of \$15,000 for a total compensation amount not to exceed \$158,450, extended the term through June 30, 2026, authorized a revised total contingency of \$7,922.50, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-7 Reaffirming the Annual Levy Amount for the Ad Valorem Override Tax, the Direct Assessment Parcel Taxes at Approved Tax Rates, and the Community Facilities District (CFD) Special Taxes for the 2025-26 Fiscal Year; Resolution Nos. 2025-36, 2025-37, 2025-38, 2025-39, and 2025-40: The City Council adopted Resolution Nos. 2025-36, 2025-37, 2025-38, 2025-39, and 2025-40.

CC-8 License and Maintenance Agreement and Upgrade/Migration Support Services with Motorola Solutions Related to the Flex Dispatch and Records Management Database System and ArcGIS Pro for Flex in an Amount Not-to-Exceed \$90,900.00 for Fiscal Year 2025-2026: The City Council approved the annual agreement and Arc GIS Pro Migration upgrade with Motorola Solutions in the total annual amount not to exceed \$90,900.00 for Fiscal Year 2025-2026, and authorized the City Manager or his designee to execute the necessary documents in a form approved by the City Attorney.

CC-9 Consultant Services Agreement with Jovenville, LLC dba We The Creative for Design, Production, and Printing of Four (4) Issues of Monrovia Today Annually in an Amount Not to Exceed \$180,000 for the Period Ending June 30, 2028, with Two (2) One-Year Options to Extend, and Additional On-Call Design Services on a Per Project Price Basis: The City Council approved a Consultant Services Agreement with We The Creative for the design, production, and printing of four (4) issues of the Monrovia Today publication annually in an amount not to exceed \$60,000 per year or \$180,000 for the period ending June 30, 2028, with two (2) one-year options to extend, and additional on-call design services on a per project basis, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-10 Facility Lease Agreement with the Monrovia Historical Museum Foundation for Use of the Monrovia Historical Museum for the Period Ending June 30, 2035, with One (1) Five-Year Option to Extend: The City Council approved a Facility Lease Agreement with the Monrovia Historical Museum Foundation for use of the Monrovia Historical Museum for the Period Ending June 30, 2035, with one (1) five-year option to extend, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-11 Service Maintenance Agreement and Upgrade Support Services with Konica Minolta Related to the OnBase Document Management System in an Amount Not to Exceed \$47,576.77; Authorize a Contingency Amount Not to Exceed \$3,173.23, for a Total Expenditure Not to Exceed \$50,750.00 for Fiscal Year 2025-26: The City Council approved the maintenance agreement and application upgrade support with Konica-Minolta for the OnBase Document Management System in an amount not to exceed \$47,576.77, authorize a contingency amount not to exceed \$3,173.23 for a total expenditure of \$50,750.00 for Fiscal Year 2025-26, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-12 Task Order No. 3 with Willdan Engineering for Design Engineering Services for the Monrovia Active Community Travel Vinculum Phase 1 Project in an amount not to exceed \$298,165; Approve a Contingency in an amount not to exceed \$59,600: The City Council approved Task Order No. 3 with Willdan Engineering for design engineering services for the Monrovia ACTV Phase 1 Project in an amount not to exceed \$298,165, approved a contingency in an amount not to exceed \$59,600, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-13 Amendment No. 2 to the Consultant Services Agreement with Pacific Building Care, Inc., dba CCS Facility Services dated May 19, 2020, Related to Janitorial Maintenance Services at City Facilities, Extending the Term through the Period Ending June 30, 2026, in an Amount Not to Exceed \$475,557.32 for Fiscal Year 2025-2026: The City Council approved Amendment No. 2 to the Consultant Services Agreement with Pacific Building Care, Inc., dba CCS Facility Services for Janitorial Maintenance Services at City Facilities, extending the term through the period ending June 30, 2026, in an amount not to exceed \$475,557.32 for Fiscal Year 2025-2026; found that negotiation instead of formal quote process best served the City due to the specialized circumstances of the City's immediate and continuing needs and ability to keep current services without rate increases; and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

CC-14 Ratification of Emergency Repair of City Facilities and Rights of Way by Various Contractors and Vendors in the Total Amount of \$221,149.72: The City Council ratified the emergency repairs to city facilities and rights of way by the various contractors and vendors referenced in the Agenda Report in the total amount of \$221,149.72.

CC-15 Facility License Agreement with the Monrovia Historical Society for the Non-Exclusive Use of the George H. Anderson House: The City Council approved a Facility License Agreement with the Monrovia Historical Society 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. Barbara Gholar, Board President, and David Palomares, Executive Director, and Boardmembers of Community Media of the Foothills
2. Aria, Northern California
3. Rebecca Butler, Monrovia
4. Ion Motkin, Monrovia
5. Sylvia Hatfield, Monrovia
6. Salud, Monrovia

PUBLIC HEARINGS/MEETINGS:

PH-1 Updated Local Responsibility Area Fire Hazard Severity Zone Map Dated March 24, 2025, Pursuant to Government Code Section 51179; Adoption of Ordinance No. 2025-08

Jeremy Sanchez, Fire Chief, 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 who wished to speak.

It was moved by Mayor Pro Tem Dr. Kelly, seconded by Councilmember Jiménez, to adopt Ordinance No. 2025-08. The motion carried unanimously by a roll call vote.

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

RCC-2 Councilmember Sergio P. Jiménez

- (a) Recent and upcoming community events
- (b) Bungalow Courts in Monrovia – this item was heard out of order preceding Consent Calendar

RCC-3 Councilmember Larry J. Spicer

- (a) Foothill Gold Line Station Dedications – Pomona and LaVerne
- (b) Recent and upcoming community events

RCC-4 Mayor Pro Tem Dr. Tamala Kelly

- (a) Recent and upcoming community events
- (b) Appointed 2028 Olympic and Paralympic games AdHoc Committee Representative

RCC-5 Mayor Becky A. Shevlin

- (a) Recent and upcoming community events.
- (b) Appointed Los Angeles County Executive Committee on Regional Homeless Alignment Chair

ADMINISTRATIVE REPORTS:**AR-1 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; Introduction and First Reading of Ordinance No. 2025-06**

Victoria Rocha, Public Works Deputy Director, reviewed the agenda report and answered questions of the City Council.

It was moved by Councilmember Jiménez, seconded by Councilmember Spicer, to adopt introduce, waive further reading of, and read by title only Ordinance No. 2025-06. The motion carried unanimously by roll call vote.

City Attorney Steele read the title Ordinance No. 2025-06 as follows.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA, CALIFORNIA AMENDING CHAPTER 13.04 THE MONROVIA MUNICIPAL CODE RELATING TO BACKFLOW PREVENTION DEVICES IN THE CITY'S PUBLIC WATER SYSTEM, AND FINDING THAT THE ADOPTION OF THE ORDINANCE IS CATEGORICALLY EXEMPT FROM REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

AR-2 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

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

It was moved by Councilmember Spicer seconded by Councilmember Jiménez, to introduce, waive further reading of, and read by title only Ordinance No. 2025-10. The motion carried unanimously by roll call vote.

City Attorney Steele read the title Ordinance No. 2025-10 as follows:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONROVIA AMENDING CHAPTER 12.32 (PARKS) AND CHAPTER 12.33 (HILLSIDE WILDERNESS PRESERVE) OF TITLE 12 (STREETS, SIDEWALKS, AND PUBLIC PLACES) OF THE CITY OF MONROVIA MUNICIPAL CODE TO SATORU TSUNEISHI PARK AND THE MONROVIA HILLSIDE WILDERNESS PRESERVE TO THE LIST OF DESIGNATED PARKS AND UPDATE RESTRICTIONS APPLICABLE TO CITY PARKS IN ACCORDANCE WITH CURRENT LAW

AR-3 Adoption of Affordable Housing In-Lieu Fees for Eligible Residential Developments Pursuant to Ordinance No. 2025-03 (Affordable Housing Requirements); Resolution 2025-34.

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

It was moved by Councilmember Jiménez, seconded by Councilmember Belden, to adopt Resolution No. 2025-34. 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, July 15, 2025, 7:30 P.M.

ADJOURNMENT: At 9:11 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council.

ATTEST:


Alice D. Atkins, MMC, City Clerk

APPROVED:


Becky A. Shevlin, Mayor