

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE
MONROVIA CITY COUNCIL
HELD TUESDAY, MAY 5, 2020, 7:30 P.M.**

In accordance with Executive Order N-29-20 and guidance from the California Department of Public Health on gatherings, members of the public were encouraged to participate in the meeting remotely by viewing on the KGEM channel through their local cable provider or online at www.foothillsmedia.org. Public comment was accepted by email to City Clerk Alice Atkins prior to 6:00 p.m. on the day of the meeting.

CONVENE: Mayor Tom Adams convened the Regular Meeting of the Monrovia City Council on Tuesday, May 5, 2020, at 7:37 p.m. in City Council Chambers, 415 South Ivy Avenue, Monrovia, California. In attendance were City Manager Dylan Feik and City Clerk Alice D. Atkins. City Attorney Craig A. Steele participated via video conference.

INVOCATION: Police Chaplain Terrence Brown led the invocation.

ROLL CALL: In attendance were Councilmembers Alexander C. Blackburn, Gloria Crudginton, Becky A. Shevlin, Mayor Pro Tem Larry J. Spicer, and Mayor Tom Adams. All members participated via video conference pursuant to the Governor's Executive Order N-29-20.

REPORT OF CLOSED SESSION: None.

PRESENTATIONS/PROCLAMATIONS:

1. **Proclaiming May 2020 as Mental Health Awareness Month:** Councilmember Shevlin read the proclamation and discussion ensued regarding resources for mental health as well as battered women.
2. **Proclaiming the Week of May 3-9, 2020, as "Municipal Clerks Week":** In honor of Municipal Clerks Week, City Clerk Alice Atkins shared a biography of recently passed longtime City Clerk of Carson, Helen Kawagoe.

STUDENT GOVERNMENT REPRESENTATIVE REPORT: To resume in September.

CONSENT CALENDAR: It was moved by Councilmember Blackburn, seconded by Councilmember Crugdington, to approve the consent calendar. The motion carried unanimously by roll call vote. The consent calendar consisted of the following items:

CC-1 Unadopted Minutes of the April 21, 2020, Special and Regular Meetings of the Monrovia City Council: The City Council adopted the Minutes of the April 21, 2020, Special and Regular Meetings.

CC-2 Payroll No. 9 in the Net Amount of \$600,566.64, and Warrant Registers dated April 23 and April 30, 2020, in the Total Amounts of \$189,943.50 and \$454,516.51, Respectively: The City Council approved Payroll No. 9 in the net amount of \$600,566.64, and Warrant Registers dated April 23 and April 30, 2020, in the total amounts of \$189,943.50 and \$454,516.51, respectively.

CC-3 Authorizing the Levy of a Special Tax within Community Facilities District No. 2020-01 (Alexan Foothills); Adoption of Ordinance No. 2020-07: The City Council adopted Ordinance No. 2020-07

CC-4 Reviewing the Proclamation of Local Emergency and Confirming the Third Supplemental Order to the Proclamation of a Local Emergency Issued by the City Manager/Director of Emergency Services; Resolution No. 2020-34: The City Council adopted Resolution No. 2020-34.

CC-5 Cooperation Agreement between County of Los Angeles and the City of Monrovia related to the Los Angeles Urban County Community Development Block Grant (CDBG) Program for the Period July 1, 2021, through June 30, 2024, with an Automatic Renewal for an Additional Period of Three (3) Years, Resolution No 2020-35: The City Council adopted Resolution No. 2020-35.

CC-6 Acceptance of Work, Notice of Completion, and Release of Retention Funds to Metro Builders & Engineers Group, Ltd. for the Fire Station 101 Renovations Project: The City Council accepted the work of Metro Builders & Engineers Group, Ltd. for the Fire Station 101 Renovations Project, authorize the City Clerk to file the Notice of Completion, and direct staff to release retained funds in accordance with the contract

provisions.

CC-7 Acceptance of Work, Notices of Completion, and Release of Retention Funds to Certified Painters, Inc., DFS Flooring, Inc. and Alliance Environmental Group for the Police Department Painting and Flooring Project: The City Council accepted the work of Certified Painters, Inc., DFS Flooring, Inc., and Alliance Environmental Group for the Police Department Painting and Flooring Project, authorize the City Clerk to file the Notices of Completion, and direct staff to release all retained funds in accordance with the contract provisions.

PUBLIC INPUT:

The City Clerk provided a summary of the public input received prior to the 6:00 p.m. deadline. The full text of comments were provided to all members of the City Council and posted to the City website.

1. Donna Baker, Monrovia
2. Melissa Taylor, Monrovia
3. Daniel Rogers, Monrovia
4. Carol Daley, Foothills Kitchen
5. Shane Jones, Monrovia

PUBLIC HEARINGS / MEETINGS: None.

REPORTS OF CITY MANAGER AND STAFF:

RCM-1 City Council Directives Update: City Manager Feik provided an update, including Councilmember Shevlin's appointment to the Regional Housing Trust JPA as the Northwest District Representative, and additional Community Development Block Grant funding as part of the CARES Act.

RCM-2 Financial Impacts of COVID-19 Pandemic to the City Budget: City Manager Feik provided an update on the City's Fiscal Resilience Plan in response to the economic impacts of COVID-19 and significant losses to City revenue sources.

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

RCC-1 Mayor Tom Adams

- (a) Los Angeles County Mayor's Coalition and proposed federal funding legislation
- (b) Election of Mayor Pro Tem: The City Council elected Councilmember Blackburn as Mayor Pro Tem without objections.

RCC-2 Mayor Pro Tem Larry J. Spicer

- (a) Monrovia Days Commemorative Video

RCC-3 Councilmember Alexander C. Blackburn

- (a) E-waste and lightbulb disposal at Public Works yard
- (b) Partner with local organizations to support and publicize resources for battered women

RCC-4 Councilmember Gloria Crudgington

- (a) Recent and upcoming regional water board meetings
- (b) Upcoming Audit Committee meeting

RCC-5 Councilmember Becky A. Shevlin

- (a) Recent and upcoming regional meetings

ADMINISTRATIVE REPORTS:

AR-1 Issuance of Provisional Business Licenses and Waiver of Penalties and Interest on Unpaid Business License Taxes for Businesses Affected by the COVID-19 Pandemic during the Existence of the Local Emergency, Resolution No. 2020-36

City Attorney Craig Steele reviewed the Agenda Report and answered questions of the City Council.

Following discussion, it was moved by Councilmember Spicer, seconded by Councilmember Shevlin, to adopt Resolution No. 2020-36. 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, May 19, 2020, 7:30 p.m.


ADJOURNMENT: At 8:36 p.m., Mayor Adams adjourned the meeting in memory of Helen Kawagoe, retired 37-year Carson City Clerk, and Bill Henry, longtime resident and Kiwanis Club Member, and co-founder of B&H Signs.

ATTEST:



Alice D. Atkins, MMC, City Clerk

APPROVED:



Tom Adams, Mayor

