

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, MAY 19, 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](http://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.

**CLOSED SESSION:** Mayor Tom Adams convened the Special Meeting / Closed Session of the Monrovia City Council on Tuesday, May 19, 2020, at 6:30 p.m., at which all members were present to discuss: CS-1 Public Employee Evaluation Pursuant to Government Code GC 54957(b)(1): Public Employee Evaluation Pursuant to Government Code GC 54957(b)(1): City Manager. In accordance with Executive Order N-29-20, the meeting was conducted via video conference

**CONVENE:** Mayor Adams convened the Regular Meeting of the Monrovia City Council on Tuesday, May 19, 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:** Pastor Chris Bourne led the invocation.

**ROLL CALL:** In attendance were Councilmembers Gloria Crudgington, Becky A. Shevlin, Larry J. Spicer, Mayor Pro Tem Alexander C. Blackburn, 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 the Week of May 17-23, 2020, as "Public Works Week":** Councilmember Spicer read a summary of the Proclamation

**STUDENT GOVERNMENT REPRESENTATIVE REPORT:** To resume in September.

**CONSENT CALENDAR:** It was moved by Councilmember Shevlin, seconded by Councilmember Spicer, 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 May 5, 2020, Regular Meeting of the Monrovia City Council:** The City Council adopted the Minutes of the May 5, 2020, Regular Meeting.

**CC-2 Payroll No. 10 in the Net Amount of \$589,297.79, and Warrant Registers dated May 7 and May 14, 2020, in the Total Amounts of \$457,334.09 and \$630,889.53, Respectively:** The City Council approved Payroll No. 10 in the net amount of \$589,297.79, and Warrant Registers dated May 7 and May 14, 2020, in the total amounts of \$457,334.09 and \$630,889.53, respectively.

**CC-3 Facility Lease Agreement with the Monrovia Historical Museum Foundation for Use of the Monrovia Historical Museum for the Period Ending June 30, 2025, with One (1) Three-Year Option to Extend:** The City Council approved a Facility Lease Agreement with the Foundation for use of the Monrovia Historical Museum for the Period Ending June 30, 2025, with one (1) three-year option to extend, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-4 Purchase of Customized Vehicle from A&A Cycle Sports and Valero Service Inc., in an Amount not to Exceed \$67,300.00 for the Monrovia Reads Mobile Literacy Program with Grant Funds from the California State Library:** The City Council approved the purchase of a customized vehicle from A&A Cycle Sports and Valero Service Inc., in an amount not to exceed \$67,300.00 for the Monrovia Reads Mobile Literacy Program with Grant Funds from the California State Library, and authorize the City Manager to execute all required purchasing documents in a form approved by the City Attorney.

**CC-5 Agreement with Pacific Building Care, Inc., dba CCS Facility Services for Janitorial Maintenance**

**Services at City Facilities for the Period Ending June 30, 2023, with Two (2) One-Year Options to Extend:**

The City Council approve an agreement with Pacific Building Care, Inc., dba CCS Facility Services for Janitorial Maintenance Services at City Facilities for the period July 1, 2020, through June 30, 2023, with a three-year cost not to exceed \$1,151,009.76, 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.

**CC-6 Legislative Review and Adoption of Formal City Position on SB 1212 (Rubio) San Gabriel Valley Regional Housing Trust: Board Membership:** The City Council approved the recommended positions on key legislation being considered in the California State Legislature.

**CC-7 Destruction of Certain Departmental Records; Resolution No. 2020-39:** The City Council adopted Resolution No. 2020-39.

**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. Sari Canales, Executive Director, Monrovia Chamber of Commerce
2. Jon Molle, Monrovia

In response to public comment, Mayor Adams asked to have Planning Commission review beekeeping regulations.

**PUBLIC HEARINGS / MEETINGS:** None.

**REPORTS OF CITY MANAGER AND STAFF:**

**RCM-1 City Council Directives Update:** City Manager Feik provided an update and reviewed plans to partially re-open Canyon Park.

**RCM-2 Water Production Update:** Public Works Director Sean Sullivan provided an overview of historical production and consumption, as well as the health and wellbeing of the Main San Gabriel Basin. Councilmember Crudgington requested Staff to provided monthly updates.

**REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES****RCC-1 Mayor Tom Adams**

- (a) Monrovia Days Virtual Celebration
- (b) Appointment of Councilmember Becky A. Shevlin as the City's Delegate Representative for the Southern California Association of Governments (SCAG) Virtual General Assembly on June 4, 2020 was approved with no objections

**RCC-2 Mayor Pro Tem Alexander C. Blackburn**

- (a) Research funding for battered women's shelter
- (b) E-waste program update and possible coordination with schools
- (c) Feasibility of regional wastewater COVID-19 testing

**RCC-3 Councilmember Gloria Crudgington**

- (a) Regional water committee meetings

**RCC-4 Councilmember Becky A. Shevlin**

- (a) Monrovia Community Garden - Southern California Association of Governments Award of Merit
- (b) Recent and upcoming regional meetings
- (c) Healing Connections Mental Health Awareness Campaign

**RCC-5 Councilmember Larry J. Spicer** had no report.

**ADMINISTRATIVE REPORTS:**

**AR-1 Appointment of a Retiree to Temporarily Fill the Senior Community Services Officer Position in the Police Department; Resolution No 2020-37**

Assistant City Manager Lauren Vasquez 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.

**It was moved by Mayor Pro Tem Blackburn, seconded by Councilmember Shevlin, to adopt Resolution No. 2020-37.** The motion carried by unanimous roll call vote.

**AR-2 Supplemental Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Fund Allocation to Respond to COVID-19 Pandemic Related Activities for Fiscal Years 2019-2020 and 2020-2021**

Community Development Director Craig Jimenez reviewed the Agenda Report and answered questions of the City Council.

Following discussion, **it was moved by Councilmember Crudgington, seconded by Councilmember Spicer, to implement the CDBG coronavirus response (CDBG-CV) funded programs as outlined in the agenda report, choosing the option of rental assistance in the amount of \$500 per qualified household.** Mayor Adams requested an amendment to the motion to include doing research on battered women housing assistance for future funding opportunities. The amendment was accepted and the motion carried on a unanimous roll call vote.

**AR-3 Fiscal Year 2019-20 Operating Budget Update, Resolution No. 2020-38**

Administrative Services Director Buffy Bullis reviewed the Agenda Report and answered questions of the City Council.

Following discussion, **it was moved by Mayor Pro Tem Blackburn, seconded by Councilmember Spicer, to utilize reserves for the projected 2019-2020 fiscal year budget deficit, approve the proposed budget adoption timeline, and adopt Resolution No. 2020-38.** The motion carried by unanimous 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, June 2, 2020, 7:30 p.m.

**ADJOURNMENT:** At 9:55 p.m., Mayor Adams adjourned the meeting in memory of Thomas W. Gerfen, Lifetime Resident and Former Community Services Commissioner, and Bertha "Paloma" Gameros, Mother of Penny Arroyo.

APPROVED:

ATTEST:

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Tom Adams, Mayor

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Alice D. Atkins, MMC, City Clerk