

**MINUTES OF THE SPECIAL AND REGULAR MEETING OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, DECEMBER 20, 2022, 7:30 P.M.**

**STUDY SESSION:** Mayor Shevlin convened the Special Study Session of the Monrovia City Council on Tuesday, December 20, 2022, at 6:04 p.m., to discuss the Drought Penalty Revenue Program and the Canyon Park Update. In attendance were City Manager Dylan Feik, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins. Mayor Shevlin adjourned the study session at 7:06 p.m.

**CONVENE:** Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, December 20, 2022, at 7:35 p.m. in City Council Chambers. In attendance were City Manager Dylan Feik, City Attorney Craig A. Steele, and City Clerk Alice D. Atkins.

**INVOCATION:** Rev. Neil Tadken led the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember Sergio Jiménez led the pledge of allegiance.

**ROLL CALL:** In attendance were Councilmembers Gloria Crudgington, Sergio P. Jiménez, Dr. Tamala Kelly, Mayor Pro Tem Larry Spicer and Mayor Becky A. Shevlin.

**REPORT OF CLOSED SESSION:** None.

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 2022 Holiday Decorating Contest Awards:** Rebecca Sandoval, Recreation Manager presented the Holiday Decorating Contest Winners of 2022.

**PR-2 Pasadena Humane Society Pet of the Month:** Kevin McManus, Public Relations & Communications Manager introduced Neela, the dog.

**PR-3 Annual Ugly Sweater Contest:** The City Council and staff participated in the Annual Ugly Sweater Contest, crowning Councilmember Dr. Kelly as this year's winner.

**STUDENT GOVERNMENT REPRESENTATIVE:** Student Liaison Angelina Hamilton was excused.

**ORDER OF BUSINESS:** Mayor Shevlin noted an addition that would be considered under Reports of City Manager and Staff, to be addressed later.

**CONSENT CALENDAR:** Councilmember Jimenez noted a small typographical correction to the minutes, and also noted he would abstain from item CC-4 due to a campaign contribution. **It was moved by Councilmember Crudgington, seconded by Mayor Pro Tem 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 December 6, 2022, Regular Meeting of the Monrovia City Council:** The City Council adopted the Minutes of the December 6, 2022, Regular Meeting of the Monrovia City Council.

**CC-2 Payroll No. 25 in the Net Amount of \$796,146.55, and Warrant Registers dated December 8, and December 15, 2022, in the Total Amounts of \$1,042,591.47, and \$383,326.39, Respectively:** The City Council approved Payroll No. 25 in the net amount of \$796,146.55, and Warrant Registers dated December 8, and December 15, 2022, in the total amounts of \$1,042,591.47, and \$383,326.39, respectively.

**CC-3 Amendment No. 1 to the Contractor Agreement with Empire Transportation Services, Inc. dated November 15, 2022, to Include Additional Transportation Services for Afterschool Youth Sports Program Participants in an Amount not to Exceed \$20,000.00 for the Period Ending June 30, 2022:** The City Council approved Amendment No. 1 to the Contractor Agreement with Empire Transportation Services, Inc., dated November 15, 2022, to provide Additional Transportation Services for the Afterschool Youth Sports Program in an amount not to exceed \$20,000 for the period ending June 30, 2022, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-4 Contract Amendment No. 2 with Pokrajac Corporation dated March 15, 2022, Related to the Canyon Park Repair Project in an Amount not to Exceed \$1,200,000.00; Authorize a Contingency Amount not to Exceed \$120,000.00, for Total Project Funding in an Amount not to Exceed \$4,190,186.83:** The City Council approved Amendment No. 2 to the Contract to Pokrajac Corporation dated March 15, 2022, related to the Canyon Park Repair Project in an amount not to exceed \$1,200,000.00; authorized a contingency amount not to exceed \$120,000.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-5 Consultant Services Agreements with Undisclosable, Inc., for Architectural Design Services and Merrell Johnson Engineering, Inc., for Civil Design, Contract, and Bid Document Development Related to the Proposed Monrovia Public Library Enhancement Project in an Amount Not To Exceed \$103,000.00 and \$158,953.00, Respectively, with a Contingency in an Amount Not to Exceed \$26,195.30:** The City Council approved Consultant Services Agreements with Undisclosable, Inc., for Architectural Design Services and Merrell Johnson Engineering, Inc., for Civil Design, Contract and Bid Document Development Related to the Proposed Monrovia Public Library Enhancement Project in an in an amount not to exceed \$103,000.00 and \$158,953.00, respectively, with a contingency in an amount not to exceed \$26,195.30, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-6 Purchase of Ninety (90) All-Band Portable Radios, Forty (40) Mobile Radios, Nine (9) Multi-Unit Chargers, and Forty-Two (42) Vehicle Chargers from Motorola Solutions, Inc., in the Amount of \$1,377,670.03 for the Public Safety Critical Communications Replacement Project:** The City Council approved the purchase of 90 Motorola all-band portable radios, 40 Motorola mobile radios, 9 multi-unit chargers, and 42 vehicle chargers from Motorola Solutions, Inc., in the amount of \$1,377,670.03, and authorized the City Manager to execute the necessary documents in a form acceptable to the City Attorney.

**CC-7 Community Facilities District Annual Accountability Reports for Fiscal Year 2022-2023; Receive and File:** The City Council received and filed the report.

**CC-8 2022 Update to Title VI Plan for Use of Federal Transportation Funds, Resolution No. 2022-61:** The City Council adopted Resolution No. 2022-61.

**CC-9 Annual Investment Policy Update, Resolution No. 2022-57:** The City Council adopted Resolution No. 2022-57.

**CC-10 Agreement with Performance Truck Repair, Inc., for Maintenance and Repair of Fire Department Large Vehicles in an Amount not to Exceed \$325,000.00 for the Period Ending June 30, 2025:** The City Council approved an agreement with Performance Truck Repair, Inc., for Fire Department large vehicle maintenance and repair for the period ending June 30, 2025, in an amount not to exceed \$325,000.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-11 Ratify Award of Contract to LRJ Construction for the Community Development Block Grant (CDBG) Residential Rehabilitation Program Project at 733 Crescent Drive in an Amount Not to Exceed \$31,088, and Find the Project is Categorically Exempt from Review under CEQA:** The City Council ratified a contract with LRJ Construction for the CDBG Residential Rehabilitation Program Project at 733 Crescent Drive, found that the Project is categorically exempt from CEQA review, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-12 Allocation of Funds for the Police Department Exterior Painting and Sign Project, CIP Project #91026, in an Amount Not to Exceed \$68,475.00; Award of Contract to Certified Painters, Inc., in an Amount not to Exceed \$51,500.00; Approve a Project Contingency in an amount not to exceed \$7,725.00; Approve the Exterior Sign Contract in an Amount Not to Exceed \$9,250, and Find the Project is Categorically Exempt from Review Under CEQA:**

The City Council allocated funds for the Police Department Exterior Painting Project, CIP Project #91026, in an amount not to exceed \$68,475.00, award a contracts to Certified Painters, Inc., in an amount not to exceed \$51,500.00, approved a Project Contingency in an amount not to exceed \$7,725.00, approved the exterior sign contract in an amount not to exceed \$9,250.00, found the Project is categorically exempt from review under CEQA, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-13 Designation of City's Agents by Title to Obtain Federal and/or State Financial Assistance through the California Office of Emergency Services:** The City Council approved the Designation of Applicant's Agent Resolution for Non-State Agencies authorizing the City Manager, Fire Chief, Public Works Director, or Administrative Services Director by title to apply for federal and/or state financial assistance on behalf of the City of Monrovia through the California Office of Emergency Services

**CC-14 Acceptance of State of California Department of Justice Tobacco Grant Program Funding in the Amount of \$571,876.00, Resolution No. 2022-60:** The City Council adopted Resolution No. 2022-60.

**CC-15 Purchase of six (6) 2023 Chevrolet Colorado Trucks in an Amount Not to Exceed \$276,000.00; Authorize a Contingency Amount not to Exceed \$55,200.00, for a Total Expenditure in an Amount not to Exceed \$331,200.00; Find that negotiation instead of formal quote process will best serve the City due to the specialized circumstances of vehicle purchases currently; Authorize the City Manager to enter into purchase contracts:** The City Council approved the purchase of six (6) 2023 Chevrolet Colorado Trucks in an amount not to exceed \$276,000.00; authorized a Contingency amount not to exceed \$55,200.00, for a total expenditure in an amount not to exceed \$331,200.00; found that negotiation instead of formal quote process will best serve the City due to the specialized circumstances of vehicle purchases currently and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-16 Expenditure of Art in Public Places Funds in an Amount not to Exceed \$15,000 for the Installation of the Lucinda Garcia Park Mural by Donna Hargett:** The City Council approved the design and authorized the expenditure of an amount not to exceed \$15,000 from the Art in Public Places fund for the installation of the Lucinda Garcia Park Mural and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-17 Task Order No. 98 under the On-Call Consultant Services Agreement Dated June 16, 2020 with Merrell Johnson Engineering, Inc., for Development of the Mountain Avenue Street Improvement Project in an Amount not to Exceed \$242,802.00:** The City Council approved Task Order No. 98 under the On-Call Consultant Services Agreement Dated June 16, 2020, with Merrell Johnson Engineering, Inc. for Development of the Mountain Avenue Street Improvement Project in an Amount not to Exceed \$242,802.00, 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 to City Clerk Atkins prior to 3:00 p.m. on the day of the meeting, provided to City Council, and posted to City website.

1. Brian Tindall, Monrovia
2. Juliana Oñate, Monrovia Chamber of Commerce

**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, noting that the City received confirmation of an earmark of \$3 million in federal funding through Congresswoman Grace Napolitano.

**It was moved by Councilmember Crudginton, seconded by Councilmember Spicer, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted; and to add the following item to the agenda:**

**RCM-2 Ratifying the City Manager's Proclamation of Existence of a Local Emergency, Resolution No. 2022-62**

The motion carried unanimously by roll call vote.

City Manager Feik provided an overview and answered questions of City Council.

**It was moved by Councilmember Spicer, seconded by Councilmember Jimenez, to adopt Resolution No. 2022-62.** The motion carried unanimously by roll call vote.

**REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:****RCC-1 Councilmember Gloria Crudgington**

(a) Proposed a letter campaign to elected representatives outlining the urgent need for improved mental health programs; direct staff to provide local statistics, coordinate regional. Following discussion, City Manager Feik suggested scheduling a study session at an upcoming meeting to discuss and establish a policy position and defined approach.

**RCC-2 Councilmember Sergio P. Jiménez**

- (a) Lucinda Garcia Park Mural
- (b) Art in Public Places 2022 Christmas tree ornament

**RCC-3 Councilmember Dr. Tamala Kelly**

- (a) KGEM/Community Media of the Foothills holiday closure
- (b) Ralph Walker "Godfather of KGEM" documentary screening
- (c) Current and upcoming Library programs

**RCC-4 Mayor Pro Tem Larry J. Spicer**

- (a) Recent tour with Councilmember Jimenez Sun Valley Material Recovery Facility

**RCC-5 Mayor Becky A. Shevlin**

- (a) Monrovia Today
- (b) San Gabriel Valley Council of Governments Open House
- (c) Recent tour with Councilmember Dr. Kelly of Sun Valley Material Recovery Facility
- (d) Hospice care for homeless
- (e) Upcoming Homeless Persons Interreligious Memorial

**ADMINISTRATIVE REPORTS:****AR-1 Amendment No. 2 to the Exclusive Franchise Agreement with Arakelian Enterprises, Inc., DBA Athens Services for SB 1383 Programming and Rates:**

Alex Tachiki, Deputy Public Works Director, reviewed the agenda report and answered questions of staff, with assistance from Athens Services representatives Liz Ramirez, Vice President of Government Affairs, Ashley Rozatti, Director of Government Affairs, and Steven Librenjak, Division Vice President.

Public Input:

1. Brian Tindall, Monrovia

**It was moved by Councilmember Jimenez, seconded by Mayor Pro Tem Spicer, to approve Amendment No. 2 to the Exclusive Franchise Agreement with Arakelian Enterprises, Inc., DBA Athens Services for SB 1383 Programming and Rates 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.

**CONVENE MONROVIA HOUSING AUTHORITY MEETING  
WITHOUT ADJOURNING CITY COUNCIL MEETING**

**MHA CONVENE:** Chairman Shevlin convened the Regular Meeting of the Monrovia Housing Authority at 9:15 p.m.

**MHA ROLL CALL:** In attendance were Boardmembers Gloria Crudgington, Sergio Jiménez, Dr. Tamala Kelly, Vice Chairman Larry J. Spicer, and Chairman Becky A. Shevlin.

**MHA CONSENT CALENDAR:** It was moved by Vice Chairman Spicer, seconded by Boardmember Dr. Kelly, to approve the consent calendar. The motion carried unanimously by roll call vote. The consent calendar consisted of the following items:

**MHA CC-1 Unadopted Minutes of December 21, 2021, Regular Meeting of the Monrovia Housing Authority:** The Boardmembers adopted the minutes of the December 15, 2020, Regular Meeting.

**MHA CC-2 Fiscal Year 2021-2022 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2021-2022 Housing Successor Annual Report:** The Boardmembers received and filed the 2021-2022 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2021-2022 Housing Successor Annual Report.

**MHA PUBLIC HEARINGS/MEETING** – None

**MHA ADMINISTRATIVE REPORTS** – None

**MHA ADJOURNMENT:** At 9:17 p.m., Chairman Shevlin adjourned the meeting.

**RECONVENE CITY COUNCIL MEETING:** Mayor Shevlin reconvened the Regular Meeting of the Monrovia City Council.

**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, January 17, 2023, 7:30 P.M.

**ADJOURNMENT:** At 9:20 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of Daniel Ryan, Historic Preservation Commissioner, and Leon Ettensperger, longtime Monrovia resident.

ATTEST:

APPROVED:

\_\_\_\_\_  
Becky A. Shevlin, Mayor

\_\_\_\_\_  
Alice D. Atkins, MMC, City Clerk