

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, DECEMBER 19, 2023, 7:30 P.M.**

**STUDY SESSION:** Mayor Becky A. Shevlin convened the Special Study Session of the Monrovia City Council on Tuesday, December 19, 2023, at 6:03 p.m., to discuss the review of Measure K Community Outreach. All members were present. 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 6:51 p.m.

**CLOSED SESSION:** Mayor Shevlin convened the Closed Session of the Monrovia City Council on Tuesday, December 19, 2023, at 7:00 p.m., to discuss CS-1 Conference with Legal Counsel (Existing Litigation) Pursuant to Government Code §54956.9(d)(1); Tino Buccola vs. City of Monrovia, *et al.*, Los Angeles Superior Court Case Number: 22STCV28233. Mayor Shevlin adjourned the closed session at 6:24 p.m.

**CONVENE:** Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, December 19, 2023, at 7:30 p.m. in City Council Chambers. In attendance were City Manager Dylan Feik, City Attorney Craig A. Steele, Assistant City Manager Lauren Vasquez, and City Clerk Alice D. Atkins.

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

**PLEDGE OF ALLEGIANCE:** Mayor Pro Tem Spicer led the pledge of allegiance.

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

**REPORT OF CLOSED SESSION:** City Attorney Craig Steele stated that the City Council met in closed session to discuss the item on the posted agenda, and took no reportable action; all members were present.

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Pasadena Humane Pet of the Month:** Kevin McManus, Public Relations & Communications Manager introduced Gretchen the dog.

**PR-2 Annual Ugly Sweater Contest:** The City Council and staff participated in the Annual Ugly Sweater Contest, crowning Mayor Pro Tem Spicer as this year's winner.

**PR-3 Home Decorating and Window Display Contest Winners:** Tiffany Peterson, Recreation Supervisor assisted the Mayor and City Council with recognizing the 2023 Holiday Decorating Contest winners.

**STUDENT GOVERNMENT REPRESENTATIVE:** Student Liaison Guadalupe Hilario was absent.

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

**CONSENT CALENDAR:** It was moved by Mayor Pro Tem Spicer, seconded by Councilmember Crudgington, to approve the consent calendar. The motion carried unanimously. The consent calendar consisted of the following items:

**CC-1 Unadopted Minutes of the December 5, 2023, Special and Regular Meetings of the Monrovia City Council, and the December 12, 2023, Special Joint Meeting of the Monrovia City Council and the Monrovia Unified School District Board of Education:** The City Council adopted the Minutes of the December 5, 2023, Special and Regular Meetings of the Monrovia City Council, and the December 12, 2023, Special Joint Meeting of the Monrovia City Council and the Monrovia Unified School District Board of Education.

**CC-2 Payroll Nos. 25 in the Net Amount of \$806,754.71, and Warrant Registers dated December 7 and December 14, 2023, in the Total Amounts of \$366,254.17 and \$833,486.55, Respectively:** The City Council approved Payroll No. 25 in the net amount of \$806,754.71, and Warrant Registers dated December 7, and December 14, 2023, in the total amounts of \$366,254.17 and \$565,026.23, respectively.

**CC-3 Agreement to Provide Supplemental Law Enforcement Services Related to Police Dispatching to the City of La Verne for the Period Ending December 31, 2023, in an Amount Not to Exceed \$25,000.00, with Two (2) One-Year Options to Extend:** The City Council approved the Agreement to Provide

Supplemental Law Enforcement Services Related to Police Dispatching to the City of La Verne for the period ending December 31, 2023, in an amount not to exceed \$25,000.00, 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 Lease Agreement with the Boys and Girls Club of the Foothills for Use of the Mary Wilcox Youth Center for the Period Ending December 31, 2024, and Find That Approval of the Lease of a Public Structure is Categorically Exempt from CEQA Review:** The City Council approved the Lease Agreement with the Boys and Girls Club of the Foothills for use of the Mary Wilcox Youth Center for the period ending December 31, 2024, found that approval of the Lease is exempt from review under CEQA, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-5 Funding Agreement with Los Angeles County Metropolitan Transportation Authority for the Monrovia Action Plan to Develop Projects and Strategies to Improve Roadway Safety:** The City Council approved the Funding Agreement with Los Angeles County Metropolitan Transportation Authority for the Monrovia Action Plan to Develop Projects and Strategies to Improve Roadway Safety, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-6 Sponsor Agreement with the Los Angeles Conservation Corps to Distribute Used Oil Recycling Educational Materials at Events in Monrovia for the Period Ending June 30, 2025:** The City Council approved a Sponsor Agreement with Los Angeles Conservation Corps for tabling and distributing used oil recycling education and outreach materials at events in the City for the period ending June 30, 2025, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-7 Agreement with Merrimac Petroleum Inc., dba Merrimac Energy Group, for the Provision and Delivery of Bulk Fuel in an Amount not to Exceed \$857,000, for the Period Ending December 31, 2025, with the Option to Extend for One (1) Additional One-Year Period:** The City Council approved an Agreement with Merrimac Petroleum Inc., dba Merrimac Energy Group, for the Provision and Delivery of Bulk Fuel in an Amount not to Exceed \$857,000, for the Period Ending December 31, 2025, with the Option to Extend for One (1) Additional One-Year Period.

**CC-8 Fourth Amendment to License Agreement dated April 16, 2019, with Monrovia Lime, LLC, related to License of Two Parking Lots on Lime Avenue for the Period Ending November 30, 2024 in an Amount not to Exceed \$123,000.00:** The City Council approved the Fourth Amendment to License Agreement dated April 16, 2019, with Monrovia Lime, LLC, related to license of two parking lots on Lime Avenue for the period ending November 30, 2024, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-9 Proposed Position Modifications, New Job Specifications, Updated Classification & Compensation Program, and Updated Authorized Position Listing:** The City Council approved proposed position modifications, Classification & Compensation Program and implementation, and Authorized Position Listing, and appropriated additional funds in the amount of \$151,000 for Fiscal Year 2023-2024.

**CC-10 Fiscal Year 2022-2023 Fire Inspection Performance Report Pursuant to California Health & Safety Code Section 13146.4; Receive and File:** The City Council received and filed the Fiscal Year 2022/2023 Fire Inspection Performance Report.

**CC-11 Annual Investment Policy Update, Resolution No. 2023-45:** The City Council adopted Resolution No. 2023-45.

**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.

1. Edie Ramirez, Monrovia
2. Melissa Taylor, Monrovia
3. Ion Motkin, Monrovia

**PUBLIC HEARINGS / MEETINGS:**

**PH-1 Historic Landmark HL-164 and Mills Act Contract MA-153 for Property Located at 350 West Colorado Boulevard by Property Owners Gabriel and Katherine Cabrera; Resolution No. 2023-49**

John Mayor, Senior Planner, reviewed the staff report and answered questions of the City Council.

Mayor Shevlin opened and closed the public hearing, as there was no one present wishing to speak on the item.

**It was moved by Councilmember Dr. Kelly, seconded by Mayor Pro Tem Spicer, to adopt Resolution No. 2023-49.** The motion carried unanimously by roll call vote.

#### **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.

#### **REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:**

**RCC-1 Councilmember Gloria Crudgington-** had no report

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

(a) Water Education for Latino Leaders (WELL) UnTapped 2023 Fellows, Sacramento, CA, December 5-6, 2023

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

(a) Special Joint Meeting of the Monrovia City Council and the Monrovia Unified School District Board of Education Team Building

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

- (a) San Gabriel Council of Government Transportation Committee Meeting Canceled
- (b) Thanked staff for the 2023 Holiday Parade
- (c) Mental Health Workforce Recovery Webinar
- (d) Special Joint Meeting of the Monrovia City Council and the Monrovia Unified School District Board of Education Team Building
- (e) Homelessness Housing Proposed Tax Ordinance webinar - Our future LA Coalitions

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

- (a) Special Joint Meeting of the Monrovia City Council and the Monrovia Unified School District Board of Education Team Building
- (b) City of Monrovia received the Silver Award in 2022-23 Energy Champion Awards
- (c) Los Angeles County Sanitation Board Meeting
- (d) Tzu Chi Great Love Preschool donations

#### **ADMINISTRATIVE REPORTS:**

**AR-1 Discussion of City Elected Official Compensation Pursuant to SB 329**

Dylan Feik, City Manager, reviewed the agenda report and answered questions.

Following discussion, staff was directed to bring an ordinance back for consideration of increasing elected official compensation to the amount of \$1,275, including biennial review of compensation amounts.

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

**MHA CONVENE:** Chairman Shevlin convened the Regular Meeting of the Monrovia Housing Authority at 9:09 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 Crudgington, 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 20, 2022, Regular Meeting of the Monrovia Housing Authority:** The Boardmembers adopted the minutes of the December 20, 2022, Regular Meeting.

**MHA CC-2 Fiscal Year 2022-2023 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2022-2023 Housing Successor Annual Report:** The Boardmembers received and filed the 2022-2023 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2022-2023 Housing Successor Annual Report.

**MHA PUBLIC HEARINGS/MEETING** – None

**MHA ADMINISTRATIVE REPORTS** – None

**MHA ADJOURNMENT:** At 9:10 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 16, 2023, 7:30 P.M.

**ADJOURNMENT:** At 9:13 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of Terrence Williams, Monrovia Arcadia Duarte (MAD) Town Council Vice-President and former Monrovia Unified School District Board of Education Boardmember; and Aya Segawa, Grandmother of Public Works Director Alex Tachiki.

ATTEST:

APPROVED:

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Becky A. Shevlin, Mayor

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Alice D. Atkins, MMC, City Clerk