

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, JULY 16, 2024, 7:30 P.M.**

**STUDY SESSION:** Mayor Becky A. Shevlin convened the Special Meeting of the Monrovia City Council on Tuesday, July 16, 2024, at 6:46 p.m., to discuss a Measure K Update. All members were present. Mayor Shevlin adjourned the study session at 7:23 p.m.

**CONVENE:** Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, July 16, 2024, at 7:32 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:** Barbara Gohlar led the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember Sergio P. Jiménez 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:** None

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Pasadena Humane Pet of the Month:** Due to schedule conflicts, there was no Pet of the Month.

**PR-2 Monrovia Youth Baseball League:** Brian Deets, MYBL President, along with MYBL players and parents, thanked the City Council for their support.

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

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

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

**CC-1 Unadopted Minutes of the July 2, 2024, Regular and Special Meetings of the Monrovia City Council:** The City Council adopted the Minutes of the July 2, 2024, Regular and Special Meetings

**CC-2 Payroll No. 14 in the Net Amount of \$867,080.50, and Warrant Registers dated July 3 and July 11, 2024, in the Total Amounts of \$619,132.07 and \$636,459.16, Respectively:** The City Council approved Payroll No. 14 in the net amount of \$867,080.50, and Warrant Registers dated July 3 and July 11, 2024, in the total amounts of \$619,132.07 and \$636,459.16, respectively

**CC-3 Destruction of Certain Departmental Records; Resolution No. 2024-54:** The City Council adopted Resolution No. 2024-54.

**CC-4 Parking Lease Agreement with United Methodist Church of Monrovia in an Amount Not to Exceed \$11,129.04 Annually for the Period Ending June 30, 2025, with Two (2) One-Year Options to Extend:** The City Council approved the Parking Lease Agreement with Monrovia United Methodist Church in an amount not to exceed \$11,129.04 annually for the period ending June 30, 2025, 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-5 Consultant Services Agreement with Innovative Light Designs for Holiday Tree Light Installation in Library Park and Annual Maintenance of the White Tree Lights in the 100-600 Blocks of Myrtle Avenue in an Amount Not to Exceed \$35,522.00:** The City Council approved an agreement with Innovative Light Designs for holiday tree light installation in Library Park and annual maintenance of the white tree lights in the 100 – 600 blocks of Myrtle Avenue in Old Town Monrovia in an amount not to exceed \$35,522.00; find that the negotiated contract with ILD is exempt from the City's bidding requirements under Monrovia Municipal Code Section 3.24.120(A)(3), and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

**CC-6 Purchase of Advanced Metering Interface Communications Equipment from Zenner USA in an Amount Not to Exceed \$294,300.76:** The City Council approved the purchase of Advanced Metering Interface Equipment from Zenner USA in an Amount Not to Exceed \$294,300.76, find that the purchase of specialized equipment that must match the existing system is exempt from a formal procurement process under Monrovia Municipal Code Section 3.24.120(A)(3), and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

**CC-7 Amendment No. 2 to the Consultant Services Agreement with Eurofins Eaton Analytical, LLC, dated June 20, 2023, for Water Quality Analysis and Reporting Services, Extending the Term through June 30, 2025, in an Amount Not to Exceed \$225,000.00:** The City Council approved Amendment No. 2 to the Consultant Services Agreement with Eurofins Eaton Analytical, LLC, dated June 20, 2023, for Water Quality Analysis and Reporting Services, extending the term through June 30, 2025, in an amount not to exceed \$225,000.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

**CC-8 Contractor Services Agreement with Air-Tro, Inc., for Maintenance and Emergency Repairs of Heating, Ventilation, and Air Conditioning (HVAC) Systems at City Facilities for the Period Ending June 30, 2027, with Two (2) One-Year Options to Extend, in an Amount Not to Exceed \$424,374.00:**The City Council approved the Contractor Services Agreement with Air-Tro, Inc., for HVAC Maintenance and Emergency Repair Services for the period ending June 30, 2027, with two (2) one-year options to extend in an amount not to exceed \$424,374.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

**CC-9 Contractor Services Agreements with G.M. Sager Construction Co., Inc., and Mission Paving and Sealing, Inc., for On-Call Asphalt and Concrete Repair Services for the Period Ending June 30, 2026 with Three (3) One-Year Options to Extend:** The City Council approved a Contractor Services Agreements with G.M. Sager Construction Co., Inc., and Mission Paving and Sealing, Inc., for on-call asphalt and concrete repair services for the period ending in June 30, 2026 with three (3) one-year options to extend, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

**CC-10 Award of Construction Contract to Layne Christensen Company for Well No. 4 Motor and Stand Replacement in the Amount of \$62,059.32; Approve a Contingency Amount Not to Exceed \$6,205.93; and Find the Project is Categorically Exempt from Review Under California Environmental Quality Act (CEQA) Guidelines Section 15301(d):** The City Council approved a construction contract with Layne Christensen Company for Well No. 4 motor and stand replacement in an amount not to exceed \$62,059.32; approve a contingency amount not to exceed \$6,205.93, find the project is Categorically Exempt from review under California Environmental Quality Act (CEQA) guidelines section 15301(d), and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

**CC-11 Agreement with Foothill Communications, Inc., Related to Service and Maintenance of Dispatch Consoles, Handheld Portable Radios, and Mobile Radio Equipment for the Period Ending June 30, 2027, in Amount Not to Exceed \$35,000.00 Annually:** The City Council approved the agreement with Foothill Communications, Inc., related to service and maintenance of dispatch consoles, handheld portable radios, and mobile radio equipment for the period ending June 30, 2027, in an amount not to exceed \$35,000 annually, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney

**CC-12 Fifth Amendment of the Lease and Operating Agreement dated July 1, 2018, with Community Media of the Foothills to Extend the Term Through December 31, 2024, in an Amount Not to Exceed \$120,000.00:** They City Council approved the Fifth Amendment of the Lease and Operating Agreement dated July 1, 2018, with Community Media of the Foothills to extend the term through December 31, 2024 at the compensation rate of \$15,833.34 per month and a legal review reimbursement amount not to exceed \$25,000, 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. Brian Douglas, Monrovia EDM Festival
2. Esther Heins, Monrovia

3. Chris Loos, KGEM-TV
4. Russell Hollinhurst, Monrovia Chamber of Commerce
5. Suzan Elliott, Monrovia
6. George De la O, Monrovia

City Manager Feik responded to comments regarding homelessness and crime.

#### **PUBLIC HEARINGS / MEETINGS:**

**PH-1 Historic Landmark HL-166, Historic Landmark HL-167, and Mills Act Contract MA-155 for Property Located at 508 and 512 South Ivy Avenue by Property Owners Saxony Holdings, LLC (Joshua Cain & Jeffrey Godbold); Resolution Nos. 2024-50 and 2024-51; and Find that the Project is Categorically Exempt from Review Under California Environmental Quality Act (CEQA) Guidelines Section 15331**

Craig Jimenez, Community Development Director, 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 who wished to speak on the item.

**It was moved by Councilmember Spicer, seconded by Councilmember Jiménez, to adopt Resolution No. 2024-50 and Resolution No. 2024-51.** 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 Edward Belden**

- (a) Recent and upcoming community events

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

- (a) Recent and upcoming community events

##### **RCC-3 Councilmember Larry J. Spicer**

- (a) Independent Cities Association (ICA) Summer Seminar, Coronado CA, July 11 – 14,2024
- (b) Recent and upcoming community events

##### **RCC-4 Mayor Pro Tem Dr. Tamala Kelly**

- (a) Independent Cities Association (ICA) Summer Seminar, Coronado CA, July 11 – 14,2024
- (b) Recent and upcoming community events

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

- (a) Recent and upcoming community events
- (b) San Gabriel Valley Mosquito and Vector Control District (SGVMVC) report
- (c) San Gabriel Valley Council of Governments (SGVCOG) report

#### **ADMINISTRATIVE REPORTS:**

##### **AR-1 Fiscal Year 2024-25 Schedule of Fees and Charges, Resolution No. 2024-53.**

Rae Bowman, Administrative Services Deputy Director, reviewed the staff report and answered questions of the City Council.

**It was moved by Councilmember Belden, seconded by Councilmember Spicer, to adopt Resolution No. 2024-53.** 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, August 6, 2024, 7:30 P.M.

**ADJOURNMENT:** At 9:17 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of Michelle Cooper, former Community Services Crossing Guard.

ATTEST:

APPROVED:

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Becky A. Shevlin, Mayor

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Alice D. Atkins, MMC, City Clerk