

**MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF THE  
MONROVIA CITY COUNCIL  
HELD TUESDAY, SEPTEMBER 3, 2024, 7:30 P.M.**

**STUDY SESSION:** Mayor Becky A. Shevlin convened the Special Meeting of the Monrovia City Council on Tuesday, September 3, 2024, at 5:32 p.m., to discuss 1) Fiscal Year 2024-2025 Budget Update; and 2) Inclusionary Housing. All members were present. Mayor Shevlin adjourned the study session at 7:00 p.m.

**CLOSED SESSION:** Mayor Becky A. Shevlin convened the Special Meeting/Closed Session of the Monrovia City Council on Tuesday, September 3, 2024, at 7:00 p.m., to discuss CS-1 Conference with Legal Counsel, Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2); One (1) potential case. All members were present. Mayor Shevlin adjourned the closed session at 7:29 p.m.

**CONVENE:** Mayor Shevlin convened the Regular Meeting of the Monrovia City Council of Tuesday, September 3, 2024, at 7:35 p.m. in City Council chambers in honor of Alicia Monique Franco, born August 2, 2024, great niece of Human Resources Office Aide Rosalie Moraza; Wesley del Rosario Sadun, Born August 6, 2024, to Meryl del Rosario and Elvio Sadun; Charles Heinz Luetke, born August 10, 2020, and Joseph Sheppard Luetke, Born April 23, 2024, to Samantha and Jason Luetke; Ruby Cantu, born July 8, 2024, to Historic Preservation Commissioner Jenny Ly and Steve Cantu. In attendance were City Manager Dylan Feik, City Attorney Craig A. Steele, Assistant City Manager Lauren Vasquez, and City Clerk Alice D. Atkins.

**INVOCATION:** Pastor Joel Larson led the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember Larry J. Spicer

**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:** City Attorney Steele stated that the City Council met on the one item on the posted agenda and took no reportable action.

**PRESENTATIONS/PROCLAMATIONS:**

**PR-1 Proclaiming September 2024 as "Childhood Cancer Awareness Month":** The City Council presented a Proclamation to Jo Anne Avelar, Communications Specialist, St. Baldricks Foundation.

**PR-2 Proclaiming September 8-14, 2024 as "National Suicide Prevention Week":** The City Council presented a Proclamation to Adriana Avila, Greater Los Angeles and Central Coast Chapter of the American Foundation for Suicide Prevention

**STUDENT GOVERNMENT REPRESENTATIVE:** To resume in September 17, 2024.

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

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

**CC-1 Unadopted Minutes of the August 6, 2024, Regular Meeting of the Monrovia City Council:** The City Council adopted the Minutes of the August 6, 2024, Regular and Special Meetings.

**CC-2 Payroll Nos. 17 and 18 in the Net Amount of \$849,217.31 and \$827,335.82, respectively, and Warrant Registers dated August 8, August 15, August 22, August 29, 2024, in the Total Amounts of \$1,685,952.07; \$4,940,988.05; \$290,921.89; and \$2,435,592.12, Respectively:** The City Council approved Payroll Nos. 17 and 18 in the net amounts of \$849,217.31 and \$827,335.82, respectively, and Warrant Registers dated August 8, August 15, August 22, August 29, 2024, in the total amounts of \$1,685,952.07; \$4,940,988.05; \$290,921.89; and \$2,435,592.12, respectively.

**CC-3 Amending Section 17.14.020 (Use Restrictions for the HCD Zone) of the Monrovia Municipal Code to Add Governmental Services to the Permitted Use Types for the Historic Commercial Downtown (HCD) Zone, and Finding Adoption of the Ordinance to be Categorically Exempt from Review Under the California Environmental Quality Act; Adoption of Ordinance No. 2024-07:** The City Council adopted Ordinance No. 2024-07.

**CC-4 Contract Amendment No. 1 to the Contract Dated June 4, 2024, with Houston & Harris PCS, Inc., for the 2024 Sewer Line Cleaning and CCTV Project, Project #G-967 in an amount not to exceed \$68,345.00; for a total contract amount not to exceed \$266,672.81; approve an additional contingency amount not to exceed \$6,834.00:** The City Council approved Contract Amendment No. 1 to the contract dated July 2, 2024, with Houston & Harris PCS, Inc., for the 2024 Sewer Line Cleaning and CCTV Project, Project #G-967 in an amount not to exceed \$68,345.00 for a total contract amount not to exceed \$273,506.81; approved an additional contingency amount not to exceed \$6,834.00, and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-5 Amendment No. 7 to the Consultant Services Agreement with The Sauce Creative Services dated July 1, 2018, Related to the Design and Production of the Monrovia Today and On-Call Design and Printing Services for City Events and Programs in an Amount Not to Exceed \$5,875.00, for Total Contract Amount Not to Exceed \$128,875.00; find that the negotiated amendment is exempt from the City's Purchasing requirements pursuant to Monrovia Municipal Code 3.24.120(A)(3):** The City Council approved amendment No. 7 to the Consultant Services Agreement with The Sauce Creative Services dated July 1, 2018 related to design and production of the Monrovia Today and on-call creative design services in an amount not to exceed \$5,875.00, for total contract amount not to exceed \$128,875.00, find that the contract is exempt from the City's purchasing requirements under Monrovia Municipal Code 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 Participation in Year 4 of the Los Angeles Urban County Permanent Local Housing Allocation Program, Resolution No. 2024-56; and Allocation of Funding to the Housing Displacement Response Program in the amount of \$53,490.00 and Family and Advocate Support Services Program in the amount of \$68,078.00 for a total allocation in the amount of \$121,568.00:** The City Council adopted Resolution No. 2024-56, allocated Year 4 PLHA funds to the Housing Displacement Response Program in the amount of \$53,490.00 and the Family and Advocate Support Services Program in the amount of \$68,078.00 for a total allocation in the amount of \$121,568.00, and designated the City Manager to execute all relevant documents in a form approved by the City Attorney.

**CC-7 Updating the Adopted Vehicle Miles Traveled (VMT) Requirements (Baseline and Thresholds of Significance) for the Purposes of Analyzing Transportation Impacts under the California Environmental Quality Act (CEQA), Resolution No. 2024-52:** The City Council adopted Resolution No. 2024-52.

**CC-8 Side Letter of Agreement with Management Employees related to Peace Officer Standards and Training (POST) Premium Pay:** The City Council approved the proposed Side Letter of Agreement to the MOU with Management Employees as set forth in Attachment A, and authorized the City Manager to execute necessary documents on behalf of the City in a form acceptable to the City Attorney.

**CC-9 Amendments to Consultant Services Agreements dated October 6, 2020, with Bureau Veritas North America, Inc., and The Code Group, Inc., dba VCA Code to provide as-needed Plan Review, Inspection, and Consulting Services for the Period Ending September 30, 2025:** The City Council approved Amendments to the Consultant Services Agreements dated October 6, 2020, with Bureau Veritas North America, Inc., and The Code Group, Inc., dba VCA Code to provide as-needed plan review, inspection, and consulting services for the period ending September 30, 2025 and authorized the City Manager to execute the necessary documents in a form approved by the City Attorney.

**CC-10 Reviewing and Extending the Proclamations of Local Emergency for the December 13, 2021, Rain Storm Event; and the Rain Storm Event beginning on January 8, 2023; Resolution No. 2024-58:** The City Council adopted Resolution No. 2024-58.

**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. Juliana Onate, 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, and announced the City had received the Community Equity & Inclusion Award from the Independent Cities Management Association.

**RCM-2 SoCalGas SLIP Program Presentation:** Alex Tachiki, Public Works Director, along with Jessica Alvarengas and Alex Venegas, representatives from SoCalGas gave an overview of the Sewer Lateral Inspection Program (SLIP)

**RCM-3 Monrovia SPOT Program Overview:** Rebecca Sandoval, Recreation Manager provided a recap of the Summer Program and Opportunities for Teens (SPOT)

**REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES:****RCC-1 Councilmember Edward Belden**

- (a) Cooling Center Update
- (b) Recent community events
- (c) Clean Power Alliance (CPA) Update

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

- (a) Recent and upcoming community events

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

- (a) Community Services Update
- (b) Upcoming community events
- (c) Gold Line Completion Update

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

- (a) Library Programs Update
- (b) KGEM Update
- (c) Request for Boards and Commissions to go dark in the month of August

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

- (a) Designation of Voting Delegate for the 2024 League of California Cities General Assembly: The City Council unanimously designated Councilmember Spicer as Voting Delegate and Mayor Shevlin as Alternate.
- (b) Appointments to Measure K Citizen Advisory Committee for 4-Year Terms Beginning July 1, 2024: **It was moved by Mayor Pro Tem Dr. Kelly, seconded by Councilmember Belden, to appoint Mark Harvis, Kurt Luginbuhl, Edie Ramirez, Michael Kaplan, and Brenda Trainor to the Measure K Citizen Advisory Committee.** The motion carried unanimously.
- (c) Recent and upcoming community events

**ADMINISTRATIVE REPORTS: None****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, September 17, 2024, 7:30 P.M.

**ADJOURNMENT:** At 9:01 p.m., Mayor Shevlin adjourned the meeting of the Monrovia City Council in memory of Gayle Miller, mother-in-law of Monrovia Old Town Advisory Board Member Kristin Miller, and James Mead, retired longtime Monrovia Police Officer.

ATTEST:

APPROVED:

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Becky A. Shevlin, Mayor

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Alice D. Atkins, MMC, City Clerk