

2MONROVIA CITY COUNCIL AGENDA

City Council Chambers
415 South Ivy Avenue, Monrovia, California 91016

Welcome to the Monrovia City Council Meeting Tuesday, March 18, 2025, 7:30 P.M.



77th CITY COUNCIL

Becky A. Shevlin
Mayor

Dr. Tamala Kelly
Mayor Pro Tem

Edward Belden
Councilmember

Sergio P. Jiménez
Councilmember

Larry J. Spicer
Councilmember

Janet Wall
City Treasurer

Alice D. Atkins
City Clerk

Dylan Feik
City Manager

Craig A. Steele
City Attorney

Your participation is welcomed and invited at all City Council meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Council. The City requests that persons addressing the City Council refrain from making personal, slanderous, profane or disruptive remarks. Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

MEETINGS: Regular Meetings of the City Council are held on the first and third Tuesday of each month at 7:30 P.M. in City Council Chambers. A full City Council agenda packet with all backup information is available at City Hall, the Monrovia Library, and on the City's website at www.monroviaca.gov. Documents distributed to a majority of the City Council after the posting of this agenda will be available for review at the Office of the City Clerk, 415 South Ivy Avenue, Monrovia, California, and posted online.

Community Media of the Foothills (KGEM) shows both live broadcasts and replays of City Council Meetings as follows:

- 1) Cable T.V. Broadcast on KGEM (Spectrum Channel 99)
- 2) Livestream online at the [KGEM-TV YouTube Channel](#)

PUBLIC COMMENT WILL BE ACCEPTED BY THE FOLLOWING MEANS:

IN PERSON: where possible, please submit a *Speaker's Information Form* to the City Clerk prior to your comments, or simply come to the podium when the Mayor asks for those who wish to speak, and state your name for the record.

BY EMAIL: Public comment will be accepted by email to cityclerk@monroviaca.gov before 3:00 p.m. on the day of the meeting. Public comment will not be read aloud; however, the full text will be provided to all members of the City Council and made available on the City's website prior to the meeting. Public input related to Public Hearings will be accepted by email to cityclerk@monroviaca.gov prior to the close of the Public Hearing.

BY ZOOM OR BY PHONE - To provide comments from your computer, laptop, or smartphone, contact the City Clerk's Office at cityclerk@monroviaca.gov. Staff will provide the necessary Zoom Meeting ID and password as soon as feasible. Please be advised that responses may be delayed if the request is made after the meeting begins.

NOTE: Virtual participation is provided only for the convenience of the public and is not required by law. Due to technology limitations with live broadcasting, Zoom participation will include audio only. There will be no video available for Zoom participants. You may simultaneously view the meeting through KGEM as described above. Please mute other devices when it is your turn to speak.

To comment during the public comment portions of the agenda, click the Participants "raise hand" icon or press *9 on your phone at the appropriate time indicated by the Mayor during the meeting, and you will be selected from the meeting queue. Comments will be limited to three minutes and must be within the subject matter jurisdiction of the City Council.

MATTERS NOT ON THE AGENDA should be presented within a three (3) minute time frame during the time designated as "PUBLIC INPUT." Speakers will be heard on a first come, first served basis during the 45-minute period of *Public Input*. Additional speakers will be accommodated during *Public Input, Continued*, following public City Business. By State law, the City Council may not discuss or vote on items not on the agenda, and will not consider comments on items that are not within the subject matter jurisdiction of the City Council. Comments that disrupt the meeting will not be tolerated.

MATTERS ON THE AGENDA: If you wish to address the City Council on a matter on the agenda, please indicate the Agenda Item Numbers(s) on the *Speaker's Information Form*. Your name will be called at the appropriate time and you may proceed with your presentation within the time frame determined by the City for the item.

PUBLIC HEARINGS AND APPEALS are items scheduled for which public input is either required or desired. The applicant shall be allowed a ten (10) minute time frame to present project testimony and a five (5) minute time frame to respond following further public testimony. Appellants will be afforded the same opportunities. Other members of the public who wish to speak have a maximum five (5) minute time frame to be heard on the specific issue, with no rebuttal time.

REGULAR MEETING
of the 77th
MONROVIA CITY COUNCIL
City Council Chambers
415 South Ivy Avenue
Tuesday, March 18, 2025
7:30 P.M.

Copies of the Agenda Reports or other written documentation relating to each proposed item of business presented for consideration by the City Council on the Agenda are on file in the Office of the City Clerk.

Pursuant to Government Code Section 84308, any party to a City proceeding must disclose on the record any campaign contributions made to a member of the City Council (or commission) in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party's agent and aggregated contributions from persons or entities related to the party. **Please make the disclosure as soon as possible, but not later than the beginning of the proceeding.** Agenda Reports indicate when Government Code § 84308 applies to an agenda item.

To comply with recent court decisions, the City of Monrovia has advised persons giving the invocation not to recite sectarian references or prayers.

CONVENE	Mayor Becky A. Shevlin
INVOCATION	Barbara Gholar
PLEDGE OF ALLEGIANCE	Councilmember Edward Belden
ROLL CALL	Councilmembers Edward Belden, Sergio P. Jiménez, Larry J. Spicer, Mayor Pro Tem Dr. Tamala Kelly, and Mayor Becky A. Shevlin

REPORT OF CLOSED SESSION, IF NEEDED

PRESENTATIONS/PROCLAMATIONS

- PR-1 Pasadena Humane Pet of the Month
Staff Reference: Kevin McManus, Public Relations & Communications Manager
- PR-2 Proclaiming March 29, 2025, as "Vietnam War Veteran's Day"
- PR-3 Recognition of Monrovia Parks, Wilderness, and Recreation Foundation (MPWR)
- PR-4 Recognition of Community Emergency Response Team (CERT) Volunteers
- PR-5 Recognition of Community Emergency Response Team (CERT) Graduates
Staff Reference: Suzanne Dobson, Emergency Preparedness Coordinator
- PR-5 Proclaiming March 2025 as "Red Cross Month"
Staff Reference: Suzanne Dobson, Emergency Preparedness Coordinator

STUDENT GOVERNMENT REPRESENTATIVE REPORT – Student Liaison Jasmine Rodriguez

ORDER OF BUSINESS

CONSENT CALENDAR

All items on the Consent Calendar are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Calendar and considered in its normal sequence. If you would like an item on the Consent Calendar discussed, simply tell the City Clerk or a member of the City Council.

- CC-1 [Unadopted Minutes of the March 4, 2025, Regular and Special Meetings of the Monrovia City Council](#)
Staff Reference: Alice Atkins, City Clerk
Recommendation: Adopt the Minutes of the March 4, 2025, Regular and Special Meetings of the Monrovia City Council

- CC-2 [Payroll No. 6 in the Net Amount of \\$793,380.30, and Warrant Registers dated March 6 and March 13, 2025, in the Total Amounts of \\$1,409,431.76 and \\$401,825.48, Respectively](#)
Staff Reference: Buffy Bullis, Administrative Services Director
Recommendation: Approve Payroll No. 6 in the net amount of \$793,380.30, and Warrant Registers dated March 6 and March 13, 2025, in the total amounts of \$1,409,431.76 and \$401,825.48, respectively
- CC-3 [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. 2025-12](#)
Staff Reference: Dylan Feik, City Manager
Recommendation: Adopt Resolution No. 2025-12
- CC-4 [Reviewing and Extending the Proclamation of Local Emergency related to January 2025 Windstorm and Critical Fire Event \(Eaton Fire\); Resolution No. 2025-13](#)
Staff Reference: Dylan Feik, City Manager
Recommendation: Adopt Resolution No. 2025-13
- CC-5 [Destruction of Certain Departmental Records; Resolution No. 2025-11](#)
Staff Reference: Alice D. Atkins, City Clerk
Recommendation: adopt Resolution No. 2025-11
- CC-6 [Task Order No. 1 under the On-Call Agreement with J&J Engineering & Computers, Inc., Dated January 1, 2025, for the Upgrade of Remote Terminal Unit at the Ridgeside Booster Pump Station in an Amount Not to Exceed \\$68,450.00; Authorize a Contingency Amount Not to Exceed \\$6,845.00](#)
Staff Reference: Alex Tachiki, Public Works Director
Recommendation: Approve Task Order No. 1 under the Agreement with J&J Engineering & Computers, Inc., dated January 1, 2025, for the upgrade of Remote Terminal Unit at the Ridgeside Booster Pump Station in an amount not to exceed \$68,450.00, authorize a contingency amount not to exceed \$6,845.00; and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney.
- CC-7 [Initiation of Proceedings for the Levy and Collection of Assessments and Ordering the Preparation of an Engineer's Report for Fiscal Year 2025-2026 for the Citywide Lighting and Landscaping Maintenance District and the Park Maintenance District; Resolution Nos. 2025-14 and 2025-15](#)
Staff Reference: Rae Bowman, Administrative Services Deputy Director
Recommendation: Adopt Resolution No. 2025-14 and Resolution No. 2025-15
- CC-8 [Consultant Services Agreement with Verdantas, Inc., for Materials Testing Services Related to the Community Center Renovation Project in an Amount not to exceed \\$24,800.00](#)
Staff Reference: Tina Cherry, Community Services Director
Recommendation: Approve a Consultant Services Agreement with Verdantas, Inc., for Materials Testing Services Related to the Community Center Renovation Project in an Amount not to exceed \$24,800.00, direct staff to deduct the cost of the Verdantas agreement from the scope and budget of the Perkins Eastman fee, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-9 [Phone System Redundancy Project with Protel Communications, Inc. DBA Protelesis Corporation to add an Additional Amount Not to Exceed \\$5,000.00, for Total Fiscal Year 2024-2025 Expenditures in an Amount Not to Exceed \\$26,500.00](#)
Staff Reference: Lauren Vasquez, Assistant City Manager
Recommendation: Approve the Phone System Redundancy Project with Protel Communications, Inc., DBA Protelesis Corporation to add an additional amount not to exceed \$5,000 for total FY 2024-2025 expenditures in an amount not to exceed \$26,500.00

- CC-10 [Contract with Bellfree Contractors, Inc., for Emergency Trail Restoration Repairs within the Hillside Wilderness Preserve in an Amount Not to Exceed \\$40,715.00](#)
 Staff Reference: Tina Cherry, Community Services Director
 Recommendation: Approve the contract with Bellfree Contractors, Inc., for emergency trail restoration repairs within the Hillside Wilderness Preserve in an amount not to exceed \$40,715.00 and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney.
- CC-11 [Amendment No. 5 to the Consultant Services Agreement with Pacific Productions dated June 18, 2019, Related to Professional Audio and Lighting Services, Extending the Term Through the for Period Ending June 30, 2027, in an Amount Not To Exceed \\$60,000.00 Per Fiscal Year](#)
 Staff Reference: Tina Cherry, Community Services Director
 Recommendation: Approve Amendment No. 5 to the Consultant Services Agreement with Pacific Productions dated June 18, 2019, Related to Professional Audio and Lighting Services, extending the term through the period ending June 30, 2027 in an amount not to exceed \$60,000.00 per fiscal year, and to authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-12 [Construction Contract with Pacific Productions Related to Permanent Event Lighting Installation at the Station Square Bandshell in an Amount Not to Exceed \\$29,490.42](#)
 Staff Reference: Tina Cherry, Community Services Director
 Recommendation: Approve the Construction Contract with Pacific Productions Related to Permanent Event Lighting Installation at the Station Square Bandshell in an Amount Not to Exceed \$29,490.42, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

PUBLIC INPUT

Thank you for participating in tonight's meeting. The City Council encourages public participation, and invites you to share your views on City business. Comments should be presented within a three (3) minute time frame. The City requests that persons addressing the City Council refrain from making personal, slanderous, profane or disruptive remarks.

Citizens who wish to speak on any City business item not on the Agenda should approach the podium during this 45-minute period on a first come, first served basis, or follow instructions for remote participation included on the cover sheet of this agenda. By State law, the City Council may not discuss or vote on items not on the Agenda.

Those not accommodated during this 45-minute period have an opportunity to speak under PUBLIC INPUT, CONTINUED following public City business.

Please state your name for the record. Comments that disrupt the meeting will not be tolerated.

PUBLIC HEARINGS/MEETINGS – None

REPORTS OF CITY MANAGER AND STAFF

- RCM-1 [City Council Directives Update](#)
 Staff Reference: Dylan Feik, City Manager
- RCM-2 [Lemon Avenue Reservoir Project](#)
 Staff Reference: Dylan Feik, City Manager

REPORTS OF CITY COUNCILMEMBERS AND SUB-COMMITTEES

- RCC-1 Councilmember Edward Belden
- RCC-2 Councilmember Sergio P. Jiménez
- RCC-3 Councilmember Larry J. Spicer
- RCC-4 Mayor Pro Tem Dr. Tamala Kelly
- RCC-5 Mayor Becky A. Shevlin

ADMINISTRATIVE REPORTS

- AR-1 [Multi-Year Lease and Operating Agreement with Community Media of the Foothills for the Period Ending June 30, 2028, in a Total Amount Not to Exceed \\$785,000 Plus CPI Increases, and an Annual Contingency Amount of \\$5,200.00, for a Total Contingency Amount Not to Exceed \\$18,200.00 for Additional Event Programming](#)

Staff Reference: Dylan Feik, City Manager

Recommendation: Approve a Multi-Year Lease and Operating Agreement with Community Media of the Foothills for the period ending June 30, 2028, in a total amount not to exceed \$785,000 plus CPI increases, and an annual contingency amount of \$5,200.00 for a total contingency in an amount not to exceed \$18,200.00 for additional event programming and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney

- AR-2 [Fiscal Year 2024-25 Budget Update, Resolution No. 2025-10](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Adopt Resolution No. 2025-10

- AR-3 [Further Discussion of Possible Local Campaign Finance Regulations Within the Existing State Law Regulatory Structure](#)

Staff Reference: Craig A. Steele, City Attorney

Recommendation: Direction only

PUBLIC INPUT, CONTINUED, IF NEEDED

At this time citizens who wish to discuss City business items not on the Agenda and who were not accommodated during the 45-minute time period allotted under PUBLIC INPUT above may request to speak before the City Council during this period on a first come, first served basis

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED

At this time items pulled from the Consent Calendar above, if any, will be considered.

SCHEDULED MEETINGS

The next Regular Meeting of the Monrovia City Council is scheduled for Tuesday, April 1, 2025, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California.

ADJOURNMENT

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting. Dated this 14th day of March, 2025.

Alice D. Atkins, MMC, City Clerk



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office at 932-5505. Please notify the City Clerk's Office at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. Council Chambers is equipped with audio equipment for the hearing impaired, and is wheelchair accessible.

