

# MONROVIA CITY COUNCIL AGENDA

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

## Welcome to the Monrovia City Council Adjourned Regular Meeting Tuesday, August 5, 2025, 5:00 P.M.



77<sup>th</sup> 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](http://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](mailto: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](mailto: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](mailto: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.

ADJOURNED REGULAR MEETING  
of the 77<sup>th</sup>  
MONROVIA CITY COUNCIL  
City Council Chambers  
415 South Ivy Avenue  
Tuesday, August 5, 2025  
5:00 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 \$500 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	Chaplain Steve Martinez
PLEDGE OF ALLEGIANCE	Councilmember Sergio P. Jiménez
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 - None

STUDENT GOVERNMENT REPRESENTATIVE REPORT – To resume in September.

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 July 15, 2025, Regular and Special Meetings of the Monrovia City Council](#)

Staff Reference: Alice Atkins, City Clerk

Recommendation: Adopt the Minutes of the July 15, 2025, Regular and Special Meetings of the Monrovia City Council

CC-2 [Payroll Nos. 15 and 16 in the Net Amounts of \\$879,524.16 and \\$852,562.51, and Warrant Registers dated July 17, July 24, and July 31, 2025, in the Total Amounts of \\$734,906.25, \\$427,591.84, and \\$1,493,043.57, Respectively](#)

Staff Reference: Buffy Bullis, Administrative Services Director

Recommendation: Approve Payroll Nos. 15 and 16 in the net amounts of \$879,524.16 and \$852,562.51, and Warrant Registers dated July 17, July 24, and July 31, 2025, in the total amounts of \$734,906.25, \$427,591.84, and \$1,493,043.57, respectively

- CC-3 [Contractor Services Agreement with Paul Maurer Shows Related to Ride Operations During the 2026, 2027, and 2028 Monrovia Days Community Festival in an Amount Not to Exceed \\$77,500.00 for Year 1, \\$80,000.00 for Year 2, and \\$82,500.00 for Year 3](#)  
Staff Reference: Rebecca Sandoval, Recreation Manager  
Recommendation: Approve a Contractor Services Agreement with Paul Maurer Shows related to carnival ride operations during the 2026, 2027, and 2028 Monrovia Days Community Festival in an amount not to exceed \$77,500.00 for year 1, \$80,000.00 for year 2, and \$82,500.00 for year 3, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-4 [Amendment No. 2 to the Consultant Services Agreement with HUB International Insurance Services, Inc., dated June 2, 2020, for Medical Insurance Brokerage Services, Extending the Term through December 31, 2026, in the Amount of \\$42,000.00 Per Year](#)  
Staff Reference: Lauren Vasquez, Assistant City Manager  
Recommendation: Approve Amendment No. 2 to the Consultant Services Agreement with HUB International Insurance Services, Inc., dated June 2, 2020, extending the term through December 31, 2026, in the amount of \$42,000.00 per year, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-5 [Amendment No. 2 to the Consultant Services Agreement with RHA Landscape Architects-Planners, Inc., dated July 18, 2023, for Professional Design Services Related to Development of the Satoru Tsuneishi Park Project to Extend the Term Through June 30, 2026](#)  
Staff Reference: Tina Cherry, Community Services Director  
Recommendation: Approve Amendment No. 2 to the Consultant Services Agreement with RHA Landscape Architects-Planners, Inc., dated July 18, 2023, for professional design services related to development of the Monrovia Pocket Park Project (Satoru Tsuneishi Park), extending the term through June 30, 2026, and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-6 [Consultant Services Agreement with CU Technology, LLC, dba Acorn Technology Services, for Managed Information Technology Services for the Period Ending June 30, 2030, in an Amount Not to Exceed \\$426,490.08 per Fiscal Year, and Additional On-Call Services for Special Projects and Capital Improvement Projects on a Per Project Price Basis](#)  
Staff Reference: Lauren Vasquez, Assistant City Manager  
Recommendation: Approve the Consultant Services Agreement with CU Technology, LLC, dba Acorn Technology Services, for managed IT services for the period ending June 30, 2030, in an amount not to exceed \$426,490.08 per fiscal year, and additional on-call services for special projects and Capital Improvement Projects on a per project price basis, and authorize the City Manager to execute the necessary documents, concurrently with a settlement agreement, in a form approved by the City Attorney
- CC-7 [Amendment No. 5 to the Electronic Transaction Processing Agreement with ACI Payments, Inc.](#)  
Staff Reference: Rae Bowman, Administrative Services Deputy Director  
Recommendation: Approve Amendment No. 5 to the Electronic Transaction Processing Agreement with ACI, determine that the amendment is exempt from bidding requirements under Monrovia Municipal Code Section 3.24.120(A)(3), and authorize the City Manager to execute the necessary documents in a form approved by the City Attorney
- CC-8 [Disposition of IT Inventory at 324-328 South Myrtle Avenue Building; Receive and File](#)  
Staff Reference: Lauren Vasquez, Assistant City Manager  
Recommendation: Receive and file the report
- CC-9 [Acceptance of Work, Filing Notice of Completion, and Release of Retention Funds to DBX, Inc., for the Huntington Drive/Fifth Avenue \(Monrovia Traffic Signals Project\), Project C-3028](#)  
Staff Reference: Alex Tachiki, Public Works Director  
Recommendation: Accept the work of DBX, Inc., for the Huntington Drive/Fifth Avenue (Monrovia Traffic Signals Project), Project C-3028, authorize the City Clerk to file the Notice of Completion, and direct staff to release retained funds in accordance with the contract provisions and applicable law

**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 Upcoming MAP Adult & Youth Leadership Academies  
Staff Reference: Sheri Bermejo, Community Development Director

**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 - None****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, September 2, 2025, 7:30 P.M., City Council Chambers, 415 South Ivy Avenue, Monrovia, California. NOTE: The August 19, 2025, Regular Meeting is cancelled.

**ADJOURNMENT****IN MEMORY OF**

Margarita Rodriguez, Grandmother of Senior Management Analyst Jocelyn Casas.

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 31st day of July, 2025.

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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.

