

AMENDED
CITY OF LA VERNE
CITY COUNCIL AGENDA

Tim Hepburn, Mayor
Muir Davis, Mayor Pro Tem
Robin Carder, Council Member
Rick Crosby, Council Member
Wendy M. Lau, Council Member



www.cityoflaverne.org
(909) 596-8726 - Phone
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City Hall Council Chamber
3660 D Street
La Verne, CA 91750

Monday, December 20, 2021 - 6:30 p.m.
La Verne City Hall - Council Chambers,
3660 D Street, La Verne, CA 91750

In compliance with the American Disabilities Act, any person with a disability who requires a modification or accommodation in order to participate in a meeting should contact the City Clerk's Office at (909) 596-8726 at least 48 hours prior to the meeting. Regular Meetings are held on the 1st and 3rd Monday of every month.

Please Note: Council Member Crosby will be attending via zoom from 2992 E. Blue Sage Road, Gilbert, Arizona.

The Council Chambers will be opened to the public at 6:00 p.m. In an effort to keep a safe environment and to minimize the spread of the COVID-19 Virus, the City will be limiting occupancy and requiring masking for all that will be in attendance. To facilitate public participation for those who do not wish to attend in person, the meeting will still be made available virtually to residents. Below are the following opportunities on how to participate:

1. View the meeting through the City's website at www.cityoflaverne.org and click on the green "Council Meeting Live Stream" button.
2. Individuals can email their comments to the Assistant City Clerk at cityclerk@cityoflaverne.org up to noon on the day of the meeting. Those comments will be shared with City Council in advance of the City Council meeting and included as part of the permanent record. Please be advised that public comments submitted by emails or any other format to the City are public records that will be made available for public viewing.
3. Individuals who wish to share their comments directly during the meeting may do so by emailing the Assistant City Clerk at cityclerk@cityoflaverne.org with their phone number and the item(s) they wish to speak on. Requests will be accepted before and throughout the meeting and staff will call you back at the appropriate time. Once items are considered by the City Council, no further public comment on that matter will be accepted. A time limit of 3-minutes is set for all public comments.
4. If you wish to participate via Zoom, you will need to register at https://us02web.zoom.us/webinar/register/WN_6-r0SZBtSiKH5LMUrTwHCg before 5:00 p.m., on Monday, December 20, 2021, and please be aware that space is limited. You will have the ability to watch the meeting in real time and raise your hand to request to comment as appropriate on the current agenda item(s). Once it is your turn to speak, you will be brought into the meeting and have the ability to turn your video on when called upon.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:** Council Member Lau, Council Member Crosby, Council Member Carder, Mayor Pro Tem Davis and Mayor Hepburn.

4. **ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS** (Any person who wishes to make a brief announcement of a future community event that is open to the general public may do so at this time.)

5. **CONSENT CALENDAR** (All items on the Consent Calendar are considered to be routine and will be enacted by one motion unless a member of the City Council or member of the audience requests separate discussion.)

- a. **City Council Minutes** of the Adjourned and Regular meetings of December 6, 2021, ***to be received and filed.***
- b. **Register of Audited Demands** for the amount of \$1,236,115.41 dated November 30, 2021, ***approval recommended by Finance Director Pendleton.***
- c. **Youth and Family Action Committee Executive Board Appointments** - The Youth and Family Action Committee (YFAC) have a five member executive governing board who is appointed by the City Council. Members of the committee are recommending that the City Council reappoint Denise Fisher whose term has expired and also appoint Don Kendrick to fulfill an unexpired term left by a previous member.

Assistant to the City Manager Ranells recommends that the City Council reappoint resident Denise Fisher for another two years until June of 2024 and appoint resident Don Kendrick to serve the unexpired term of Carolyn Cockrell until June of 2022 to the Youth and Family Action Committee Executive Board

- d. **Declaration of Surplus Equipment - Computer Equipment** - Authorization is requested in accordance with Administrative Regulation No. 606 to dispose of computer equipment as listed in the staff report that is no longer of any use to the City of La Verne. Any and all maintenance contracts relating to these items have been canceled and the items have no resale value. After approval of this request, the appropriate arrangements will be made with a local electronic waste hauler for recycling and disposal.

Information Systems Specialist Magsino recommends that the City Council approve disposal of surplus computer equipment.

- e. **Declaration of Surplus Equipment - Certain Vehicles and Equipment** - Authorization is requested in accordance with Administrative Regulation No. 606 to dispose certain vehicles and equipment that have depreciated through the equipment fund and scheduled for replacement. Each unit is no longer useful or is ineffective for current operational requirements. Each will become surplus to the City's operational needs and should be disposed upon replacement.

Public Works Director Igoe recommends that the City Council declare the vehicles and equipment identified in Attachment A as surplus to the City's needs and further recommends that the staff be directed to sell each in a fair and equitable manner per Administrative Regulation No 606. Approve the sale of Unit 2059 to the City of Torrance in the amount of \$21,000 and authorize the City Manager to finalize the sale of Unit 2050 with the City of West Covina.

f. **Staff recommends approval and passage of the following Resolutions:**

1. **Resolution No. 21-92** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING A CLASS SPECIFICATION AND SALARY FOR FIRE MARSHAL AS WELL AS AUTHORIZING REQUESTED POSITION CHANGES - *As a result of increasing demands and associated technical knowledge required in the Fire Prevention Bureau, the City is in need of reclassifying its Deputy Fire Marshal position to a Fire Marshal position. In accordance with the City's personnel rules and regulations, such changes require formal City Council approval.*

Fire Chief Nigg recommends that the City Council adopt Resolution No. 21-92, approving a class specification and salary for Fire Marshal and authorizing a position change in the 2021-2022 approved budget.

2. **Resolution No. 21-93** - RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA APPROVING APPLICATION FOR PER CAPITA GRANT FUNDS - *The City of La Verne has the opportunity to apply for grant funds though the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018. For the General Per Capita Program, the State will award a total of \$185 million and the City of La Verne's available portion is \$198,244. Resolution No. 21-93 authorizes the City to submit an application for Per Capita Program grant funds to replace the existing Aquatic Center deck canopies with permanent shade structures, replace the in-pool lights with new LED lighting, add three new lifeguard towers, and replace two lane line reels.*

Community Services Manager Duran recommends that the City Council approve Resolution No. 21-93, authorizing the City of La Verne's application for grant funds through the Prop 68 Per Capita Grant Program and approve the proposed project recommendation to be submitted as part of the State application.

3. **Resolution No. 21-94** - A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ADOPTING A SALARY CHART FOR ALL PART-TIME EMPLOYEES AND REPEALING RESOLUTION NO. 21-94 - *The resolution and salary table reflect adjustments in compensation resulting from increases in the California Minimum Wage effective with the New Year.*

Assistant to the City Manager Ranells recommends that the City Council adopt Resolution No. 21-94, adopting a salary chart for all part-time employees.

4. **Resolution No. 21-95** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ACCEPTING THE EASEMENT WITHIN 2070 N. WHITE AVENUE FOR DRAINAGE PURPOSES AND FINDING THE ACTION CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT - *Drainage improvements on the private property located at 2070 N. White Avenue, have been identified as part of the work associated with the extension of the Metro L Line (Gold Line) project through the City of La Verne. The proposed modifications include partial replacement and realignment of existing drainage facilities. These improvements include public drainage systems which will be owned and maintained by the City and require acceptance of an easement for drainage purposes*

City Engineer Howing recommends that the City Council approve Resolution No. 21-95, accepting the easement, direct the Assistant City Clerk to execute the documents on behalf of the City and file them with the County Recorder's Office.

5. **Resolution No. 21-96** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING THE EXECUTION OF AN EMPLOYMENT AGREEMENT WITH CAPTAIN COLLEN FLORES FOR THE POSITION OF POLICE CHIEF EFFECTIVE JANUARY 1, 2022 - *With the anticipated retirement of Police Chief Nick Paz scheduled for the end of the month, the City Council held a closed session on Monday, December 6 to discuss terms of an employment agreement with Captain Colleen Flores. Based on Council discussion and input from Ms. Flores, the following agreement has been prepared outlining the terms of her employment as the City's next Police Chief.*

It is recommended that the City Council approve Resolution 21-96, an employment agreement with Captain Colleen R. Flores for the position of Police Chief effective January 1, 2022.

g. **Ordinances, Second Reading, approval recommended for the following:**

ORDINANCE NO. 1108 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA CHANGING THE DATE OF THE CITY'S GENERAL MUNICIPAL ELECTION FROM THE FIRST TUESDAY AFTER THE FIRST MONDAY OF MARCH IN EVEN-NUMBERED YEARS TO THE DATE OF THE STATEWIDE PRIMARY IN ELECTION YEARS - *Due to the State changing the statewide primary to March in presidential primary years, but retaining the June date for non- presidential primary years, the City must conform its General Municipal Election date to the State dates. This is required by the California Voter Participation Rights Act. The next La Verne General Municipal Election will be held on June 7, 2022.*

City Attorney Kress recommends that the City Council waive reading in full and adopt Ordinance 1108, which will designate La Verne General Municipal Election dates to coincide with the statewide primary election.

6. **PUBLIC COMMENTS/ORAL COMMUNICATIONS** - This is the time set aside for anyone wishing to address the City Council on items not listed in any other place on the agenda. Under the provisions of the Brown Act, the legislative body is prohibited from talking or engaging in discussion on any item not appearing on the posted agenda. However, your concerns may be referred to staff or set for discussion at a later date. Please email your public comment to the Assistant City Clerk at cityclerk@cityoflaverne.org. Your public comment will be shared with the City Council and included as part of the permanent record. If you wish to speak, email your phone number and staff will call you back. There is a 3-minute time limit on public comments.

7. **COUNCIL COMMENTS AND CONFERENCE/MEETING REPORTS** - Each Council Member may address the Council and public on matters of general information and/or concern. This is also the time for Council Members to report on conferences and/or meetings they have attended.

8. **CLOSED SESSION:**

CONFERENCE WITH LEGAL COUNSEL – LITIGATION

The City Council will meet in a Closed Session with legal counsel to determine whether or not to participate in the National Opioid settlements with manufacturers and distributors pursuant to Government Code Section 54956.9.

9. **ADJOURNMENT**

Due to limited need and consistent with past practices, the January 3, 2022, Regular City Council Meeting at 6:30 p.m., is cancelled.

Due to the City Hall being closed on Monday, January 17, 2022, in observance of a legal holiday, the next regular meeting of the La Verne City Council is scheduled for Tuesday, January 18, 2022, at 6:30 pm

ADVISORY STAFF

____ Robert Russi, City Manager
____ JR Ranells, Assistant to the City Manager
____ Robert Kress, City Attorney
____ Lupe Gaeta Estrella, Assistant City Clerk
____ Shawn Igoe, Public Works Director
____ Eric Scherer, Community Development Director
____ Marla Pendleton, Finance Director
____ Nick Paz, Police Chief
____ Christopher Nigg, Fire Chief
____ Yvonne Duran, Community Services Manager
____ Cody Howing, City Engineer

Posting Statement: On December 16, 2021, a true and correct copy of this Agenda was posted on the bulletin board at La Verne City Hall, 3660 D Street, La Verne, and on the City's website at cityoflaverne.org.