

CITY OF LA VERNE

CITY COUNCIL AGENDA

Tim Hepburn, Mayor

Rick Crosby, Mayor Pro Tem

Wendy Lau, Council Member

Steve Johnson, Council Member

Meshal "Kash" Kashifalghita, 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, October 03, 2022 - 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.

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_damEa1VZQ9aBbuUGFLw4yQ before 5:00 p.m. on Monday, October 3, 2022, 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 Meshal “Kash” Kashifalghita, Council Member Steven Johnson, Council Member Wendy Lau, Mayor Pro Tem Rick Crosby, and Mayor Tim Hepburn.

4. **PRESENTATIONS**

Introduction of Newly Appointed Deputy Fire Chief Brandon Coatney - Brandon was appointed on October 3, 2022. His primary responsibility will be operations. He has 26 years of experience, most recently serving as a Deputy Fire Chief of Operations in the Orange County area, and serving as the California Fire Chiefs Association, Operations Section President.

5. **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.)

6. **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 Regular and Adjournment of Meetings of September 19, 2022, to ***be received and filed.***

b. **Register of Audited Demands** in the amount of \$2,357,857.37 dated September 15, 2022, and in the amount of \$443,406.23 dated September 22, 2022, ***approval recommended by Finance Director Lopez.***

c. **Old Town La Verne Business Improvement District Appointment** - Previous Old Town La Verne Business Improvement District (OTLVBID) Board Member Matthew Forgey, a representative of the Third Street Wine Shop elected not to seek re-appointment upon his term's expiration. The City solicited applications for the vacancy from the OTLVBID members and the general public. Only one application was received by long-term OTLVBID member and business owner George Henderson.

It is recommended by the Old Town La Verne Business Improvement District's Advisory Board that the Mayor appoint George Henderson to the vacant seat effective from this date to June 30, 2024 with the approval of the City Council.

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

Conflict of Interest Code Resolution No. 22-73 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ADOPTING A STANDARDIZED CONFLICT OF INTEREST CODE FOR DESIGNATED EMPLOYEES OF THE CITY OF LA VERNE - *Every two years, the City of La Verne is required to review its Conflict of Interest Code to determine if any changes are necessary. Staff consulted with the City Attorney and Department Heads to determine necessary amendments to the list of designated filers. The changes reflected in Appendix "A" attached to Resolution No. 22-73, are the result of the following:*

Removed:

- Community Services Director
- Deputy Fire Marshal
- Recreation Coordinator

Added

- Community Services Coordinator
- Community Services Manager
- Deputy Fire Chief
- Fire Marshal
- Fire Safety Specialist – Part –time

Assistant City Clerk Estrella recommends that the City Council adopt Resolution No. 22-73, updating the standardized conflict of interest code for designated employees.

7. **OTHER MATTERS**

American Recovery Act – Small Business Rescue Program Update - At the City Council meeting held on February 22, 2022, staff presented the Small Business Rescue Program using a portion of the City's allocation of the American Rescue Plan Act (ARPA) funds. The program has been operating successfully since March of 2022 and has assisted over 61 businesses. Staff has been working with the Chamber of Commerce and the Small Business Development Center (SBDC) at University of La Verne (ULV) to develop an update to the program. There is also a need to redirect the remaining funds to Fire Station 1 Gender Compliance Project.

Community Development Director Scherer recommends that the City Council approve the update to the Small Business Rescue Program including:

- The business must have been mandated to shut down during the COVID-19 pandemic.
- The business has a minimum of at least one employee and does not exceed a maximum of fifty (50) full or full-time equivalent employees (two part-time employees' equal one full-time employee).
- The number of additional grant participants will be limited to the amount of funding (up to \$100,000) allocated to the program.
- The business must submit the application, and all required supporting documentation on or before December 1, 2022.

STAFF RECOMMENDATION:

That the City Council should approve the updates to the Small Business Rescue Program and that the City Council approve the reallocation of the remaining unused Small Business Rescue Program ARPA funds (about \$300,000), after the close of the program on December 1, 2022, to the Fire Station 1 Gender Compliance project.

8. **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.

9. **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.

10. **CLOSED SESSION:**

 The La Verne City Council will meet in a closed session for the following:

 Conference with Labor Negotiator (Government Code Section 54957.6).

 Negotiators: City Manager, Assistant City Manager, and City Attorney

 Employee Organization(s): La Verne Firefighters' Association.

11. **ADJOURNMENT to a Closed Session on Friday, October 7, 2022 at 8:00 a.m. for City Council to interview Applicants for City Manager.**

**THE NEXT REGULAR MEETING of the La Verne City Council
is scheduled for Monday, October 17, 2022 at 6:30 p.m.**

ADVISORY STAFF

____ Jess Duff, Interim City Manager
____ JR Ranells, Assistant City Manager
____ Robert Kress, City Attorney
____ Lupe Gaeta Estrella, Assistant City Clerk
____ Anthony Ciotti, Interim Public Works Director
____ Eric Scherer, Director of Community Development
____ Christy Lopez, Finance Director
____ Colleen Flores, Police Chief
____ Christopher Nigg, Fire Chief
____ Yvonne Duran, Community Services Manager
____ Cody Howing, City Engineer

<p>Posting Statement: On September 27, 2022, 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 www.cityoflaverne.org.</p>
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