

City Council Agenda Packet, Tuesday, January 16, 2024

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CITY OF LA VERNE

CITY COUNCIL AGENDA

Tim Hepburn, Mayor

Wendy Lau, Mayor Pro Tem

Rick Crosby, Council Member

Steven Frank Johnson, Council Member

Meshal "Kash" Kashifalghita, Council Member



www.cityoflaverne.org

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City Hall Council Chamber

3660 D Street, La Verne, CA

Tuesday, January 16, 2024
Study Session at 5:30 p.m. & Regular City Council Meeting at 6:30 p.m.,
La Verne City Hall Council Chambers
3660 "D" Street, La Verne, CA

In compliance with the American Disabilities Act, any person with a disability who requires a modification or accommodation 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.

Individuals can email their comments to the City Clerk's Office 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.**

Individuals who wish to share their comments with Council during the meeting may do so by filling out a comment card or raising your hand to request to comment on the current agenda item(s).

View the Council meeting via Zoom by visiting www.cityoflaverne.org/zoom where you will be automatically redirected to the meeting or call into the meeting via phone 1-669-900-6833 and enter **ID: 838 6832 6867** when prompted. Public Comments via Zoom are not accepted at this 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.

Council Meeting Decorum: Per the City's Rules for Decorum, all Speakers and Members of the Audience are to conduct themselves with decorum and not engage in willful conduct which interrupts the meeting or with the orderly conduct of the meeting.

STUDY SESSION – 5:30 p.m.

ROLL CALL

Council Member Meshal “Kash” Kashifalghita, Council Member Steven Frank Johnson, Council Member Rick Crosby, Mayor Pro Tem Wendy Lau, and Mayor Tim Hepburn.

The City Council will meet in a Study Session for the following:

Code Enforcement – Overview of the City’s Code Enforcement Program

REGULAR CITY COUNCIL MEETING – 6:30 p.m.

PLEDGE OF ALLEGIANCE by Christopher Muzquiz, Army, Spec.4 (E-4)

ROLL CALL

Council Member Meshal “Kash” Kashifalghita, Council Member Steven Frank Johnson, Council Member Rick Crosby, Mayor Pro Tem Wendy Lau, and Mayor Tim Hepburn.

PRESENTATIONS

ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

(Any person who wishes to make a brief announcement of a future community event that is open to the public may do so at this time.)

CONSENT CALENDAR

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

1. **CITY COUNCIL MINUTES** of the regular City Council meeting of December 18, 2023.

RECOMMENDATION: That the City Council approve the minutes.

2. **REGISTER OF AUDITED DEMANDS** for the following:

In the amount of \$1,906,750.44 dated December 6, 2023, and in the amount of \$335,956.99 dated December 12, 2023, and in the amount of \$1,331,988.98 dated December 20, 2023, and in the amount of \$1,117,958.50 dated December 27, 2023.

RECOMMENDATION: That the City Council approve the Register of Audited Demands.

3. **DESIGNATION OF THE CITY'S VOTING DELEGATE AND ALTERNATE AT THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) REGIONAL CONFERENCE AND GENERAL ASSEMBLY MEETING** -The Southern California Association of Governments (SCAG) requests the selection of one delegate to vote on behalf of the City for the General Assembly Meeting and it is recommended that the City Council designate Mayor Tim Hepburn as the delegate and the Mayor Pro Tem Wendy Lau as the alternate.

RECOMMENDATION: That the City Council adopt Resolution No. 24-05 appointing Mayor Tim Hepburn to represent the City of La Verne as the voting delegate for SCAG's General Assembly Meeting, and Mayor Pro Tem Wendy Lau as alternate.

4. **ADOPTION OF A RESOLUTION AFFIRMING VISION ZERO FOR TRAFFIC SAFETY AND ACCEPTING THE FY22/23 ACTIVE TRANSPORTATION COMMITTEE ANNUAL REPORT** – This item requests adoption of a Resolution affirming the City's Vision Zero philosophy to aid in future grant applications for traffic safety improvements and accepting the Active Transportation Committee's Annual Report. The Annual Report summarizes the City's Complete Streets activities and the Active Transportation Committee's progress and accomplishments during fiscal year 2022/2023.

RECOMMENDATION: That the City Council adopt the attached Resolution No. 24-01 affirming Vision Zero for traffic safety and accepting of the Active Transportation Committee Annual Report (Annual Report) for fiscal year 2022/2023.

5. **PURCHASE OF GRANT FUNDED BEAM GATE VEHICLE BARRIER** - The Department received grant funding from a State Homeland Security Program (SHSP) to purchase protection barriers to be used to strengthen public safety. This item will appropriate funds to proceed with the purchase.

RECOMMENDATION: That the City Council:

1. Approve the purchase of a beam gate that includes four vehicle barriers from Meridian Rapid Defense Group for \$51,000; and
2. Adopt Resolution No. 24-02 appropriating \$51,000 from the Miscellaneous Grants Fund for the purchase of vehicle barriers; and
3. Authorize the City Manager to execute the applicable documents.

6. **AWARD OF CONTRACT FOR FISCAL YEAR 23-24 CDBG FUNDED CITY HALL ACCESSIBILITY IMPROVEMENTS PROJECT** - This action will provide funding and award a construction contract to ACE Capital Engineering in the amount of \$395,132.25 for the 23-24 Community Development Block Grant (CDBG) City Hall Accessibility Improvements Project. The project will be funded in part by CDBG funds for the accessibility enhancement focused portions of project scope, with the remaining amount of work (paint and carpet) funded by American Rescue Plan Act (ARPA) funds.

RECOMMENDATION: That the City Council:

1. Award a public works construction contract to ACE Capital Engineering, the lowest, most responsible bidder, in the amount of \$395,132.25 for the CDBG City Hall Accessibility Improvements Project (Project. No. CF2304); and
2. Authorize staff to issue change orders not exceeding 10% of the construction budget for a total possible cost of \$434,645.48; and
3. Authorize staff to shift \$45,000 of ARPA (Fund 290) appropriations previously designated by City Council for "CIP / Outdoor Improvements Project" to the 23-24 CDBG City Hall Accessibility Improvement Project (Project. No. CF2304) to provide additional funding for the project.

7. **RESOLUTION NO. 24-03 ADOPTING A SALARY CHART FOR PART-TIME EMPLOYEES AND AMENDING RESOLUTION NO. 23-85, A SALARY CHART FOR FULL-TIME EMPLOYEES TO UPDATE THE SALARY FOR AMBULANCE OPERATOR** - The attached resolution and associated part-time salary table reflect adjustments in compensation resulting from increases in the California Minimum Wage. The proposed changes also include an adjustment to the full-time Ambulance Operator position since they are also tied to the statutory minimum wage of \$16 per hour.

RECOMMENDATION: That the City Council adopt the attached Resolution titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, ADOPTING A SALARY CHART FOR PART-TIME EMPLOYEES AND AMENDING RESOLUTION NO. 23-85, A SALARY CHART FOR FULL-TIME EMPLOYEES TO UPDATE THE SALARY FOR AMBULANCE OPERATOR."

8. **RESOLUTION APPOINTING CITY MANAGER AS CITY CLERK** - This item approves a Resolution appointing the City Manager as the City Clerk, with no additional compensation.

RECOMMENDATION: That the City Council adopt Resolution No. 24-04 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPOINTING THE CITY MANAGER AS THE CITY CLERK."

PUBLIC HEARING

9. **COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR 2024-2025** - This is the 50th funding year for the Community Development Block Grant Program. According to the Los Angeles County CDBG Bulletin, the City of La Verne will be allocated approximately \$154,782 in Community Development Block Grant (CDBG) funds.

RECOMMENDATION: That the City Council approve Resolution No. 24-05 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND SELECTING CERTAIN PROJECTS FOR FUNDING IN THE FISCAL YEAR 2024 – 2025."

OTHER MATTERS

10. **LEGISLATIVE PLATFORM FOR THE 2024 LEGISLATIVE SESSION** – Adoption of the 2024 Legislative Platform will help define the City's interests on priority issues and provide a framework for advocacy efforts at the federal, state, and local levels. This item is continued from the December 4 and 16, 2023, City Council meetings to allow for additional resident input on the Platform.

RECOMMENDATION: It is recommended that the City Council adopt the 2024 Legislative Platform.

11. **COUNCIL MEMBER SALARY UPDATE PER SENATE BILL 329** - The California Government Code provides that a City Council may enact an ordinance providing that each member of the City Council shall receive a salary. Senate Bill 329 (SB 329) increases the maximum threshold for council member compensation.

RECOMMENDATION: that the La Verne City Council provide Staff with further direction on Mayor and City Council salary and request for the item to be brought back for potential First Reading at the February 5, 2024, City Council meeting.

PUBLIC COMMENT

This is the time set aside for anyone wishing to address the City Council on items within the jurisdiction of the City Council which are 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 placed for discussion at a later date. Please email your public comment to the City Clerk's Office at cityclerk@cityoflaverne.org. Your public comment will be shared with the City Council and included as part of the permanent record. There is a 3-minute time limit on public comments.

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 per Assembly Bill 1234.

The City Council will meet in a Closed Session for the following:

Conference with Real Property Negotiators, pursuant to Government Code Section 54956.8:

Property: Vacant parcel on 800 block of Canyon View Drive; APN: 8665-032-049

City Negotiator: City Manager

Negotiating Parties: DeAnza Land & Leisure Corporation

Conference with Legal Counsel – Existing Litigation, Pursuant to Government Code § 54956.9 (one case):

City of Whittier, et al. vs. Los Angeles Superior Court, et al., Los Angeles County Superior Court Case No. 23STCP03579, and

Public Employee Performance Evaluation, Pursuant to Government Code § 54957(b)(1):

Title: City Manager

ADJOURNMENT

***THE NEXT MEETING OF THE CITY COUNCIL WILL BE MONDAY, FEBRUARY 5, 2024
AT 5:30 P.M. WITH A STUDY SESSION/CLOSED SESSION FOLLOWED BY THE
REGULAR COUNCIL MEETING AT 6:30 P.M.***

RESIDENT INFORMATION

UPCOMING EVENTS AND MEETINGS

Wednesday, January 17 - Senior Advisory Committee Meeting at Community Center, 10:00 a.m.

Tuesday, January 23 - Youth & Family Action Committee Meeting at City Hall, 6:30 p.m.

Monday, January 29 - State of the City, at the University of La Verne Campus Ballroom, 2000 2nd Street, 10:00 a.m.

Monday, February 5 - City Council Meeting at City Hall, 5:30 p.m.

Tuesday, February 6 - Development Review Committee Meeting at City Hall, 9:00 a.m.

Friday, February 9 - Dance for those with Special Needs at Community Center, 5:00 p.m.

Wednesday, February 14 - Planning Commission Meeting at City Hall, 6:30 p.m.

Monday, February 19 - Holiday Closure - President's Day

Tuesday, February 20 - City Council Meeting at City Hall, 5:30 p.m.

Wednesday, February 21 - Senior Advisory Committee Meeting at Community Center, 10:00 a.m.

Tuesday, February 27 - Youth & Family Action Committee Meeting at City Hall, 6:30 p.m.

LA VERNE LINK MOBILE APP

Link to La Verne in seconds with the new La Verne Link mobile app! Through the app, residents can sign up for recreation classes, submit reports, and much more. The app is free and available at the Apple App Store and Google Play Store.

Posting Statement: A true copy of this Agenda was posted on January 9, 2024, on the bulletin board at La Verne City Hall, 3660 D Street, La Verne, and on the City's website at www.cityoflaverne.org.

**MINUTES OF A CLOSED SESSION AND REGULAR MEETING
OF THE LA VERNE CITY COUNCIL**
Monday, December 18, 2023

Meeting of a closed session of the La Verne City Council was called to order by Mayor Hepburn at 5:30 p.m.

Council Members Present	Mayor Tim Hepburn Mayor Pro Tem Wendy Lau Council Member Steven F. Johnson (Participated remotely) Council Member Rick Crosby Council Member Meshal “Kash’ Kashifalghita
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Absent	None
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Advisory Staff Present	Ken Domer, City Manager (Participated remotely) JR Ranells, Assistant City Manager Kimberly Hall Barlow, City Attorney
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Council Member Johnson Participation in Council Meeting	City Attorney Hall Barlow communicated that Council Member Johnson was not in attendance due to illness and that he has requested to be permitted to participate remotely.
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It was moved by Crosby, seconded by Lau, and carried by a roll call vote of 4-0 (Johnson recused) to permit Council Member Johnson to participate in the council meeting remotely. Votes throughout the meeting will be conducted by roll call.

The City Council will meet in a Closed Session for the following:

Conference with Legal Counsel – Existing Litigation Pursuant to Government Code § 54956.9 (two cases) –

City of Whittier, et al. vs. Los Angeles Superior Court, et al.,
Los Angeles County Superior Court Case No. 23STCP03579,
and

California Pistol and Rifle Association, Inc., et al. v. Los
Angeles County Sheriff’s Department, et al., United States
District Court for the Central District of California Case
No. 2:23-cv-10169-SPG-ADSx.

**Public Employee Performance Evaluation - Pursuant to
Government Code § 54957(b)(1)-**

Title: City Manager

A regular meeting of the La Verne City Council was called to order by Mayor Hepburn at 6:35 p.m.

Before the start of the meeting, Mayor Hepburn welcomed the audience to the Council Meeting in which City business is conducted. He reminded everyone that per the City's Rules for Decorum, all speakers, members of the audience, and Council Members are to conduct themselves with decorum and to not engage in conduct that interrupts the orderly conduct of the meeting. Also, he communicated that the City of La Verne will not allow for public comment through Zoom until further notice. If you wish to provide public comment for the meeting, please email your comments to cityclerk@cityoflaverne.org prior to the start of the meeting. Public comments will be accepted at the meeting by those physically in attendance at the appropriate time.

Council Members Present	Mayor Tim Hepburn Mayor Pro Tem Wendy Lau Council Member Rick Crosby Council Member Steven F. Johnson (Participated remotely) Council Member Meshal "Kash" Kashifalghita
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Absent:	None
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Advisory Staff Present	JR Ranells, Assistant City Manager Kimberly Hall Barlow, City Attorney Erin Beilstein, Senior Management Analyst
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Pledge of Allegiance was led by Philip Ramirez, U.S. Army Spc. 5 (E-5)

Councilman Kashifalghita, on behalf of the City Council, presented to Philip Ramirez, U.S. Army Spc. 5 (E-5) a Pride of La Verne Certificate of Recognition thanking him for his service to our country.

PRESENTATIONS

INTRODUCTION AND
WELCOME TO THE 19TH
UNIVERSITY OF LA VERNE
PRESIDENT, DR. PARDIS
MAHDAVI

Dr. Mahdavi spoke regarding her commitment to upholding the goals of higher education, civic engagement, diversity, and inclusivity at the University of La Verne (ULV). ULV was recently recognized as the top private university in California for social mobility, ranking 6th amongst all universities in the state according to US News and World Report's 2024 rankings. She praised the commitment of both staff and students to higher learning and excellence. She highlighted some of the recent celebrations and events at the University including, National First-Generation Day, Veterans Day, and the Heart for Heros Campaign.

RECOGNITION OF
ASSISTANT CITY CLERK
LUPE GAETA ESTRELLA

Mayor Hepburn on behalf of the City Council presented a proclamation to Mrs. Estrella highlighting her extensive career while working at the City. The Council Members presented her with a retirement gift and a custom street sign. She also received certificates of recognition from US Congresswoman Grace Napolitano, State Senator Susan Rubio, State Senator Anthony Portantino, Three Valleys Water District, and the La Verne Chamber of Commerce. Her proud family was in attendance and presented her with several bouquets of flowers.

Public comments – Congratulations were received from Robin Carder, Charlie Rosales, Bob Russi, and Brian Bowcock.

WALK ON RESOLUTION No.
23-89

A RESOLUTION OF THE CITY COUNCIL, CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, NAMING LUPE GAETA ESTRELLA CITY CLERK OF THE CITY OF LA VERNE THROUGH JANUARY 11, 2024.

It was moved by Crosby, seconded by Lau, and approved by a roll call vote of 5-0 to allow walk-on Resolution No. 23-89 to be added to the council agenda.

Resolution No. 23-89 naming Lupe Gaeta Estrella City Clerk of the City of La Verne, effective December 18, 2023, through January 11, 2024. It was moved by Crosby, seconded by Kashifalghita and approved 5-0 by a roll call vote.

Council comments - Council Member Crosby thanked Mrs. Estrella for all she has done for La Verne and her warm welcoming demeanor. Council Member Kashifalghita congratulated and thanked her for her knowledge and support, Council Member Johnson also thanked her and spoke of his father's respect for her. The Johnson family considers her a special friend. Mayor Pro Tem Lau thanked her for her years of service and appreciates her knowledge of City history. Mayor Hepburn expressed he will miss her support, love, and service.

Mayor Hepburn called for a 5-minute break for pictures and congratulations. The meeting was reconvened at 7:28 p.m.

LVFD STRATEGIC PLAN

Fire Chief Chris Nigg presented an overview of the Fire Department's 5-Year Strategic Plan. This plan aims to ensure the perpetual professionalism and ethics within the Fire Department. Utilizing data from the 2022 Community Risk Analysis, Standards of Coverage, community surveys, and internal priorities, the department prioritized key activities for efficient and effective implementation. The full Strategic Plan can be found on the Fire Department's website.

Council comments - Council Member Crosby thanked the Chief for all he has done in the past two years, with the addition of the ambulance operators and the Fire Marshal. Council Member Kashifalghita thanked the Chief for the implementation of a plan with direction, and the example the Fire Department sets for explorers and residents. Council Member Johnson thanked Chief Nigg for all he has done for the department, his service and leadership. Mayor Pro Tem Lau commented on bringing the department together, instilling pride and trust and putting together a blueprint for the department. Mayor Hepburn thanked the Chief for his vision and exemplary job, making changes in the Fire Department, instilling confidence and respect in the department, and getting the automatic aid agreement in place, as well as succession planning.

ANNOUNCEMENTS AND UPCOMING COMMUNITY EVENTS

Library Director George May announced online registration and classes currently available.

La Verne Historical Society President Sherry Best wished all a Happy Holiday and reported on the success of the Vintage Sales event. Ms. Best noted the event included a tour of the VFW Hall and provided a historical overview of the pride of La Verne, Veterans Hall. Friends of the Library, and the Hillcrest Woodworkers group participated in the event also.

Resident Luke Melkesian spoke on the issue of human trafficking and an upcoming walk for awareness to be held on January 27, 2024.

Resident Gil Ivey, Chair of the Cultural Awareness and Social Inclusion Committee, thanked Council for all their support, reported on the recent success of the Cultural Awareness event held at ULV, and announced the change of CASI meetings to the first Tuesday of the month, due to the conflict with the BUSD School Board meetings. The change will allow educators to participate. He thanked the Mayor for the letter against hatred.

CONSENT CALENDAR

It was moved by Crosby, seconded by Lau, and unanimously carried by a roll call vote, to accept, approve or act on the Consent Calendar items except for the Southland Mechanical Agreement.

City Council Minutes

CITY COUNCIL MINUTES of the study session and regular City Council meetings of December 4, 2023.

RECOMMENDATION: That the City Council approve the minutes.
Approved

Register of Audited Demands

REGISTER OF AUDITED DEMANDS for the following:

In the amount of \$1,555,437.65 dated November 21, 2023, and in the amount of \$434,606.33 dated November 29, 2023.

RECOMMENDATION: That the City Council approve the Register of Audited Demands. **Approved**

Mayor Hepburn pulled this item for further discussion.

AUTHORIZE AGREEMENT WITH SOUTHLAND MECHANICAL, INC FOR HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) SERVICES FOR CITY FACILITIES

AUTHORIZE AGREEMENT WITH SOUTHLAND MECHANICAL, INC FOR HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) SERVICES FOR CITY FACILITIES – This item seeks City Council authorization to enter into an agreement with Southland Mechanical, Inc. for heating, ventilation, and air conditioning (HVAC) services for City facilities.

RECOMMENDATION: That the City Council approve an Agreement for heating, ventilation, and air conditioning services with Southland Mechanical, Inc. at prices bid, for an initial term of three years and authorize the City Manager, or designee, to administratively renew for up to two additional one-year extensions.

Council Discussion

Mayor Hepburn had questions regarding the different rates submitted on the bids and the comparisons for the four contractors that submitted bids.

City Attorney Hall Barlow advised the Council that a revised version of the Southland Mechanical agreement is on the dais for their information, the wrong copy was included in packet. Copies for the public were provided and the website has been updated.

Public Works Director McWade clarified this contract was a service-based bid, not awarded strictly on low bid, the review process was done by an interdepartmental committee. There were 4 bids, Southland Mechanical at \$33,200, Diversified Thermal at \$46,316, Acro Engineering at \$77,426, and FM Thomas Air Conditioning at \$103,252.00. The award was based on a balance between selection and quality of the vendor, Southland was the low bid as well.

It was moved by Kashifalghita, seconded by Lau, and unanimously carried by a roll call vote, to accept, the Southland Mechanical Agreement. **Approved.**

PUBLIC HEARING

ALLOCATE COMMUNITY
DEVELOPMENT BLOCK
GRANT (CDBG) FUNDING
FOR CURB RAMP
ACCESSIBILITY PROJECT,
RESO NO. 23-87

Senior Planner Bowcock reported on the CDBG funds available to address the community needs. There is currently \$288,000.00 CDBG funds to be used by the end of the year, of which \$230,000.00 is requested to be allocated for the Curb Ramp Accessibility Project.

RECOMMENDATION: That the City Council adopt Resolution No. 23-87 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM ALLOCATION OF FUNDING TO THE CURB RAMP ACCESSIBILITY PROJECT FOR THE FISCAL YEAR 2023 – 2024," and appropriate \$230,000 in Community Development Block Grant funds to the Curb Ramp Accessibility Project. **Approved**

Mayor Hepburn called for public comment, there was none.

Council Comments - none

It was moved by Lau, seconded by Crosby, and unanimously carried by a roll call vote, to approve Resolution No. 23-87.

OTHER MATTERS

LEGISLATIVE PLATFORM
FOR THE 2024
LEGISLATIVE SESSION

Administrative Analyst Blockinger presented the Legislative Platform for the 2024 Legislative Session continued from the December 4th Council meeting. Council gave direction to continue the item to the December 18th and January 16th meetings to ensure residents have adequate time to provide input. Direction was also given to develop a page on the City website which included an FAQ document to help residents better understand the legislative process and the reason for the platform. The residents have the option to give feedback. There were also various social media posts regarding the platform. Townsend representative Eric O'Donnell spoke briefly on how the platform helps the Council when representing the City at other entities like SGVCOG, or SCAG, while also informing our representatives in Sacramento and D.C. what the city's policies and positions are on certain matters.

RECOMMENDATION: That the City Council continue the 2024 Legislative Platform discussion to the Tuesday, January 16, 2024, City Council Meeting.

Mayor Hepburn called for any Council questions or comments. Crosby stated this was a listening time for Council to hear from residents. Lau asked for an additional push of the information for residents to have an opportunity to respond to the survey to be posted in January.

Mayor Hepburn called for public comment, there was none.

It was moved by Lau, seconded by Crosby, and unanimously carried by a roll call vote, to continue the 2024 Legislative Platform to the January 16, 2024, meeting, and post it after the new year.

LA VERNE FILM PERMIT
PROCESS REVIEW AND
CITY COUNCIL DIRECTION
ON PROCESS REVISIONS

LA VERNE FILM PERMIT PROCESS REVIEW AND CITY COUNCIL DIRECTION ON PROCESS REVISIONS - City of La Verne Municipal Code Title 5, Chapter 5.57, Filming and Video Taping, outlines the process and requirements to obtain a permit to professionally film in La Verne. The procedure and requirements for approval can make it difficult for efficient processing and is being reviewed for direction on possible improvements.

RECOMMENDATION: That the City Council review the current Municipal Code related to Film Permits and provide Staff direction for procedural improvements.

Mayor Hepburn called for Council Comments. Mayor Pro Tem Lau asked for information on what other cities are currently doing for this process. She had concerns regarding public safety, the inconvenience to residents, and also liability issues. Council Member Kash stated we should make it more desirable, easier for people. Council Member Crosby asked how many large-scale permits are requested in a year. Assistant City Manager Ranells clarified the number was 3-5 however this number was impacted by COVID. Mayor Hepburn stated he was in favor of outsourcing the process to free up staff time for other duties.

Mayor Hepburn called for public comment.

R. Bowen, La Verne resident had concerns about the city being covered, and the limit on city manager approvals.

T. Skahill, La Verne resident commented on compensation to business and residents that are inconvenienced by the filming.

M. Davis. La Verne resident felt keeping the process in-house was a better idea to cover the city and amending the process.

L. Brainard, La Verne resident was concerned about street closures and being notified in advance.

J. Gabaldon, La Verne resident was not in favor of giving up local control.

Assistant City Manager Ranells clarified a third-party vendor would facilitate the film permit process, gathering the required documentation then presenting it to city staff. Control to approve the permit would stay with the city. Also, there is written notification given to any property owner affected by the filming process.

Mayor Pro Tem Lau summarized the consensus of all the comments: staff should take a look at other cities and explore other options, retain local control, extend the 48-hour notice period as far as possible. The low impact items Council would be OK with being handled by an outside agency, the big items with the greater impact, should be brought to Council for review and approval. Additional details overall are necessary.

Mayor Hepburn agreed that modification, additional review and streamline, check what other cities are doing and look at outsource company and see what they do, making sure our residents come first.

Mayor Pro Tem Lau also stated Resident Skahill's idea regarding revenue had merit, as the city could always use an additional revenue.

Council Member Johnson concurred with the comments of the other Council Members.

Council agreed and gave direction that additional information and research was necessary and will be brought back to the Council in the future.

RESOLUTION APPOINTING
CANDIDATES FOR CITY
COUNCIL DISTRICTS 2
AND 5 AND CANCELING
THE MARCH 5, 2024,
GENERAL MUNICIPAL
ELECTION, RESOLUTION
NO. 23-88

RESOLUTION APPOINTING CANDIDATES FOR CITY COUNCIL DISTRICTS 2 AND 5 AND CANCELING THE MARCH 5, 2024, GENERAL MUNICIPAL ELECTION – The 2024 General Municipal Election nomination period was Monday, November 13, 2023, through Friday, December 8, 2023. One qualified candidate per open district was nominated for District 2 and 5, respectively. As provided for in Elections Code Section 10229, since there were not more candidates nominated than offices to be filled, the City Council may cancel the election and appoint the two candidates.

RECOMMENDATION: That the City Council:

1. Receive the City Clerk's Certification that there are no more candidates than offices to be filled; and,
2. Approve Resolution No. 23-88, titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, PROVIDING FOR THE APPOINTMENT TO THE OFFICE OF MEMBERS OF THE CITY COUNCIL, DISTRICT 2 AND DISTRICT 5, THAT WERE TO BE ELECTED ON TUESDAY, MARCH 5, 2024, AND CANCELING THE ELECTION FOR DISTRICT 2 AND DISTRICT 5."

City Attorney Hall Barlow presented Resolution No. 23-88, the appointment of Council members to the offices in District 2 and 5. This action is a common practice when no other candidates are running. This will save the city approximately \$54,000, which can be directed to other areas.

Mayor Hepburn called for public comment.

J. Mercica, San Dimas resident applauds the Council's efforts to cut expenses and save money but believes there are other ways to cut costs that makes practical sense, and to preserve the reputation of the city and hold the election.

D. Beauchamp, La Verne resident feels not enough was done to make residents aware of the nomination period, opposes the council taking away the residents right to vote, and the opportunity for any write in candidates.

J. Gabaldon, La Verne resident opposes the entire district process and now a large portion of the community will not be allowed to vote, opposes the election being cancelled.

S. Best, La Verne resident, supports the Council cancelling the election and save the money as it is within the parameters of the law. The nomination period has expired, the parameters cannot be changed. She supports the resolution as proposed.

JT Orr, La Verne resident, supports the council appointing the candidates, feels it would be financially irresponsible to hold an election without an opponent, it would be a waste of resources.

R. Bowen, La Verne resident, spoke regarding the prior decision to go to District voting, wants the city to investigate the legality of a council overturning a ballot.

L. Brainard, La Verne resident, loves La Verne and appreciates her right to vote. Supports La Verne in different ways, District voting is less chance to win.

G. Ivey, La Verne resident, stated no one else ran because the constituents were happy with their representation for their Districts, and supports the resolution and the money savings.

J. Riley, La Verne resident, lives in District 5 and is very happy with the representation and supports this resolution, to appoint the candidates and cancel the March election. Funds should be allocated the cities higher priorities such as public safety.

M. Davis, La Verne resident, is joyful that La Verne has returned to being La Verne, where the City has representation where there is no election necessary as those that chose to serve on Council did a fine job, he supports the resolution.

S. Wiard, La Verne resident, stated the nomination period was announced through various means, announcements, publications etc. Tonight's decision is not about the right to vote or District voting, it's about the opportunity to save the taxpayers money. Please do not waste this money when no one wanted to run.

K. Kalouseck, La Verne resident, thanked both Crosby and Lau for their willingness to serve La Verne. Other council members ran unopposed and were appointed. This will save the city \$54,000, no need for debates. Supports the resolution.

Y. Gallegos, La Verne resident, lives in District 2 and is happy with the representation by Crosby. Her family lives in District 5 and is also happy with their representation by Lau.

Mr. Rivera, La Verne resident, supports the no drama approach, residents are happy with their representation. Both candidates have his support.

Mayor Hepburn called for Council comments:

Council Member Crosby asked for the dates that an election was not held.

City Attorney Hall Barlow provided the answer, 1996, 2006, 2010, and 2012 also 4 surrounding Cities within the last 4 years have canceled elections, the LA County Recorder's office confirmed multiple jurisdictions have cancelled elections due to lack of candidates.

Council Member Kashifalghita felt the opportunity was available for people to come, regarding the nomination period. It was on social media and others came forward during public comment and talked about it. He feels everyone is doing a good job. The opportunities were there to put in and they didn't.

Council Member Johnson had no additional comments.

Mayor Hepburn stated he was not happy with district voting, he voted against it, he wasn't happy with the unelected Mayor, but it's time to move on. He is proud of the two Council Members, that's a testament to their work in their Districts. He's proud of the Council overall, they work very well together, they have the support of leadership, the City is behind them, and they have the support of the residents. The deadline was there, the deadline passed. He does not agree with having an election for the possibility of a write in candidate. He supports the Resolution.

It was moved by Johnson, seconded by Kashifalghita, and unanimously carried by a roll call vote, to approve Resolution 23-88 canceling the election and appointing Crosby and Lau.

PUBLIC COMMENT

Mayor Hepburn called for public comment.

D. Beauchamp, La Verne resident directed a question to the City Attorney, to be answered later, regarding Crosby and Lau voting on their own appointments. Additionally, she had questions regarding the CCW unconstitutional excessive fees and requirement for a psychological evaluation.

G. Hunter, La Verne resident, commented that Cal Trans trimmed the overgrowth on the Chelsey bridge however, it wasn't done well, and the lighting is still an issue.

Y. Gallegos, La Verne resident, thanked the Mayor for the Open letter, was happy to see it released on various platforms.

J. Gabaldon, La Verne resident, clarified his position on Crosby and Lau and their efforts on Council to represent their districts, thinks that more outreach should be done regarding elections, maybe spend a little more money. He is thankful for living in La Verne. Supports many local businesses, restaurants, cleaners, vet clinic, gyms and jewelers. Thanked our Public Safety Department, Fire Department, City Staff and Council.

COUNCIL COMMENTS

Mayor Hepburn called for Council comment.

Mayor Pro Tem Lau appreciates the audience's support and engagement during this busy time of year. Supports local businesses, shop small, shop local. There is a Tri-City Mental Health meeting this Wednesday at 5:00 pm. Supports succession planning and education whether it's as a Council Member, in your job or on other committees that you serve on. Thanked the community for being awesome and a great place to live.

Council Member Crosby thanked staff and residents. Highlighted accomplishments such as multi-year agreements, new City Manager and his development of staff, and the Mayors letter against hate, appreciates his guidance and being the voice for Council. During the holidays, please use a designated driver, and be safe. Thanked Public Works Director McWade for listening to his comments regarding B Street.

Council Member Kashifalghita thanked staff and the community members for their engagement at council meetings. Thanked La Verne Police & Fire Departments for their efforts during the holidays to support the community. Thanked Crazy Bear Cycle for their time putting bikes together to support the Spark of Love program. He is happy to have his amazing colleagues for 4 more years. Would like to assist businesses to protect them from smash and grab crimes.

Council Member Johnson congratulated fellow Council Members Crosby and Lau for their not having to run for election, it does not happen very often. He wished everyone a happy and safe holiday season, enjoy family and be safe.

Mayor Hepburn thanked staff for their amazing support and collaboration across all departments within the City. Congratulated Crosby & Lau, he is proud to serve with them. Wreaths Across America laid 380 wreaths on Saturday, great event, he thanked the National Society of the Daughters of the American Revolution, and congratulated Lupe Estrella on her retirement, she is much loved and appreciated.

Public Works Director McWade clarified the B Street improvements are funded for this year (2024), currently they are in the design phase, with work to potentially begin in the summer.

Mayor Hepburn encouraged everyone to shop La Verne, and support our local community. Keep our dollars in La Verne. He wished all a Happy Holidays and Merry Christmas, and to reach out to family members. Enjoy and be safe.

Adjournment at 10:03 p.m.

Respectfully submitted,

Debra Fritz
Deputy City Clerk

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CITY OF LA VERNE
REGISTER OF AUDITED DEMANDS
12/6/2023
FY 2023-24

DEMANDS PRESENTED HAVE BEEN APPROVED CONSISTENT WITH THE CITY'S PURCHASING/FUNDING POLICY AND HAVE BEEN REVIEWED BY THE FINANCE DIRECTOR FOR ACCURACY AND PROPER APPROVAL.

SUMMARY OF DEMANDS

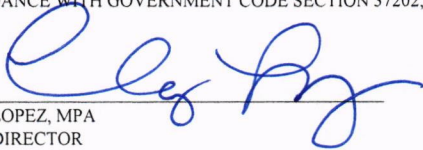
LARGEST 10 CITY DEMAND PAYMENTS OTHER THAN PAYROLL AND RELATED BENEFITS.

	AMOUNT	ISSUED TO	DESCRIPTION
1.	123,783.37	STRATEGIC CONTRACTING SERVICES	PAYROLL 11/01/2023 TO 11/25/2023 AND EXPENSES 10/04/23 TO 11/03/2023 (L.A. CLEAR)
2.	82,042.60	LAYNE CHRISTENSEN COMPANY	FRACTAL DIST. PLATES
3.	43,081.64	U.S. BANK	CREDIT CARD PURCHASES 8/23/2023 TO 09/22/2023
4.	39,445.00	VIGILANT SOLUTIONS, LLC	LPR SOFTWARE LICENSING 11/18/2023 TO 11/17/2024 (L.A. CLEAR)
5.	29,361.66	GREENSCAPE MAINTENANCE SERVICES INC	NOVEMBER 2023 MAINTENANCE
6.	25,461.49	DEPARTMENT OF HEALTH CARE SERVICES	QUARTELY PAYMENT #3 GEMT SUPP. PROGRAM
7.	24,830.06	SAMSARA, INC.	TELEMATICS YEARLY SUBSCRIPTION 11/30/2023 TO 11/29/2024
8.	20,981.97	JONES & MAYER	OCTOBER 2023 LEGAL SERVICE
9.	17,666.00	STATE WATER RESOURCES CONTROL BOARD	ANNUAL PERMIT FEES 07/01/2023 TO 6/30/2024
10.	14,449.11	DEPARTMENT OF TRANSPORTATION	SIGNAL & LIGHTING BILLING JULY TO SEPTEMBER 2023
	103,548.89	OTHER DEMANDS	
	<u>\$ 524,651.79</u>		

DEMANDS OF \$ 57,229.23 WERE PAID ON BEHALF OF LA IMPACT FOR LAW ENFORCEMENT TASK FORCE OPERATIONS.

DEMANDS OF \$ 1,324,869.42 WERE PAID FOR PAYROLL AND EMPLOYEE BENEFIT RELATED ITEMS.

IN ACCORDANCE WITH GOVERNMENT CODE SECTION 37202, I HEREBY CERTIFY THAT THIS IS A TRUE AND ACCURATE REGISTER OF AUDITED DEMANDS.


CHRISTY LOPEZ, MPA
FINANCE DIRECTOR

CITY OF LA VERNE
Fiscal Year 23-24
REGISTER OF AUDITED DEMANDS - EXHIBIT A

12/6/2023

CHECK NO.	AMOUNT	ISSUED TO
167023	\$ 164.72	AARDVARK
167024	195.00	AMERICAN TANK TESTING
167025	250.00	RAYMOND APODACA
167026	7,392.26	ARCTIC GLACIER USA, INC.
167027	70.00	AT&T
167028	252.00	BREAK TIME YOGA, LLC
167029	1,114.00	CALIFORNIA PEST MANAGEMENT, INC.
167030	239.96	CHARTER COMMUNICATIONS
167031	4,620.00	CIVILTEC ENGINEERING, INC.
167032	150.00	CMRTA
167033	48.23	COLLEY FORD
167034	624.52	CPAC, INC.
167035	3,745.00	DE NOVO PLANNING GROUP
167036	500.00	DENISE FISHER
167037	14,449.11	DEPARTMENT OF TRANSPORTATION
167038	315.72	DETAILER'S CHOICE, INC.
167039	62.40	DIVISION OF THE STATE ARCHITECT
167040	130.00	ERIKA PEREIDA
167041	62.47	EVERSOFT
167042	1,311.77	FACTORY MOTOR PARTS
167043	507.49	FIRE APPARATUS SOLUTIONS
167044	1,891.66	FRONTIER COMMUNICATIONS
167045	600.00	GMC ELECTRICAL, INC.
167046	250.00	ANTONIO GUERRERO
167047	188.82	STUART HAVLICEK
167048	3,256.52	HOLLIDAY ROCK CO.
167049	1,249.38	HOME DEPOT CREDIT SERVICES
167050	3,171.33	JEFF JENKINS SERVICE TECHNICIAN
167051	20,981.97	JONES & MAYER
167052	614.70	KEYSTONE UNIFORM DEPOT
167053	252.47	KYOCERA DOCUMENT SOLUTIONS WEST LLC
167054	1,255.98	LA VERNE PETTY CASH
167055	5,841.51	LIFE-ASSIST
167056	771.49	LINE GEAR
167057	63.08	MALLORY FIRE
167058	349.54	MOLINA HEALTHCARE OF CALIFORNIA
167059	1,682.49	PARKHOUSE TIRE, INC.
167060	1,025.52	PRISTINE UNIFORMS
167061	5,395.00	RED WAVE COMM, INC.
167062	4,314.82	RINGCENTRAL INC.
167063	313.90	INTERSTATE BILLING SERVICE INC
167064	24,830.06	SAMSARA, INC.
167065	47.40	SHANA MALCOLM
167066	426.62	THE SHERWIN-WILLIAMS CO.
167067	462.92	SMART & FINAL IRIS CO.
167068	16.13	SO CAL GAS CO
167069	9,077.55	SOUTHLAND MECHANICAL, INC.
167070	90.00	STAR AUTO CHECK
167071	17,666.00	STATE WATER RESOURCES CONTROL BOARD
167072	281.68	T-MOBILE
167073	2,000.00	THE DOMINGUEZ GROUP
167074	1,450.00	THE SMOKE DETECTORS
167075	319.00	TRANSUNION RISK & ALTERNATIVE DATA
167076	764.04	TRITECH SOFTWARE SYSTEMS
167077	789.26	LOS ANGELES TRUCK CENTERS, LLC
167078	88.11	VERIZON WIRELESS
167079	273.50	WALTERS WHOLESALE ELECTRIC CO.
167080	4,093.05	WM CORPORATE SERVICES, INC.
167081	1,249.50	YOUTH EVOLUTION ACTIVITIES
167082	507.27	ALL AMERICAN INSPECTION SRVCS.

CITY OF LA VERNE
Fiscal Year 23-24
REGISTER OF AUDITED DEMANDS - EXHIBIT A

12/6/2023

CHECK NO.	AMOUNT	ISSUED TO
167087	247.50	CAN LINES ENGINEERING, INC.
167090	45.00	DAVID & MARGARET
167093	47.96	GET A HAIR CUT
167094	229.12	GREENBEE
167096	778.45	JAMES WOLF
167104	55.29	PREMIUM FASTENING SYSTEMS
167105	18.00	PROFORMA PRINTING
167109	56.25	ROYAL INDUSTRIES, INC.
167118	160.00	TANYA CARTER
167119	25.00	DEPARTMENT OF JUSTICE
167120	24.86	FEDEX
167121	65.00	CHRISTOPHER PAUL PERNEVI
167122	65.02	SOUTHERN CALIFORNIA TROPHY COMPANY
167123	39,445.00	VIGILANT SOLUTIONS, LLC
EFT	288.00	AM-TEC TOTAL SECURITY INC.
EFT	1,130.31	AMAZON CAPITAL SRVC - FIRE
EFT	1,995.32	AMERICAN GRAPHIC SYSTEMS, INC.
EFT	8,763.31	BRENNTAG PACIFIC, INC.
EFT	1,610.00	DENNIS GRUBB & ASSOCIATES
EFT	25,461.49	DEPARTMENT OF HEALTH CARE SERVICES
EFT	705.00	ENVIRONMENT CONTNROL PUENTE HILLS
EFT	638.40	GIRON, ANTHONY
EFT	179.70	GRAINGER
EFT	29,361.66	GREENSCAPE MAINTENANCE SERVICES INC
EFT	1,557.90	HASA, INC.
EFT	167.87	INTERSTATE BATTERY INLAND VALLEY
EFT	23.97	KRONOS INCORPORATED
EFT	1,225.45	L.N. CURTIS AND SONS
EFT	739.11	LA VERNE POWER EQUIPMENT
EFT	82,042.60	LAYNE CHRISTENSEN COMPANY
EFT	313.57	POMONA TRUCK & AUTO SUPPLY
EFT	1,248.75	RKA CONSULTING GROUP
EFT	224.07	SKYLINE SAFETY AND SUPPLY
EFT	1,360.00	SOUTH COAST EMERGENCY VEHICLE SRVC
EFT	162.34	WEINREB, MARTIN
EFT	1,398.07	WESTERN WATER WORKS
EFT	123,783.37	STRATEGIC CONTRACTING SERVICES
BANK DRAW	43,081.64	U.S. BANK
BANK DRAW	1,820.52	CINTAS
	524,651.79	
	1,324,869.42	Total Payroll Demands
	57,229.23	Total LA IMPACT Demands
Total Demands: \$	<u>1,906,750.44</u>	

Payroll and Employee Benefit Payments:

167136	1,384.05	AFLAC
167137	3,152.52	DELTA DENTAL INSURANCE COMPANY
167138	13,718.10	DELTA DENTAL(0020785555)
167139	530.00	CITY OF LAVERNE EMPLOYEE FUND
167140	350.00	FIDELITY INVESTMENTS #P0754
167141	7,111.89	THE HARTFORD-PRIORITY ACCOUNTS
167142	154,455.21	HEALTH NET
167143	97,527.00	KAISER FOUNDATION HEALTH PLAN
167144	1,717.66	METLIFE - GROUP BENEFITS
167145	457.25	A.C. NEWMAN CO.
167146	141.03	HEATHER REYES
167147	9.00	UNITED WAY CAMPAIGN
EFT	2,987.00	LA VERNE FIRE ASSOCIATION

CITY OF LA VERNE
Fiscal Year 23-24
REGISTER OF AUDITED DEMANDS - EXHIBIT A

12/6/2023

CHECK NO.	AMOUNT	ISSUED TO
EFT	2,320.60	LA VERNE POLICE ASSOCIATION
EFT	1,800.92	CHARLES SCHWAB BANK
EFT	110.00	WAGeworks - ADMIN FEE
	639,312.22	PAYROLL 11/19/2023-12/02/2023
Bank Draw	8.06	UNITED STATES TREASURY
Bank Draw	130,017.82	UNITED STATES TREASURY
Bank Draw	45,132.28	STATE OF CALIFORNIA
Bank Draw	1,297.30	STATE DISBURSEMENT BD0005689
Bank Draw	191,704.75	STATE OF CALIFORNIA
Bank Draw	23,626.55	EMPOWER TRUST COMPANY, LLC-457
Bank Draw	5,998.21	EMPOWER TRUST COMPANY, LLC-ROTH
Total	\$ 1,324,869.42	

Break down of standard providers and the benefits they provide

Provider	Benefits Description
A.C. Newman Co.	Accidental Death Life Insurance
Delta Dental	Employee dental insurance coverage
The Hartford	Life Insurance Policy
Health Net	Employee health insurance
Kaiser	Employee health insurance
Wage Works	Flexible Savings Account (FSA) deductions
US Treasury	Employee federal tax withholdings
State of California	Employee state income tax, unemployment insurance and child support/garnishments
Mass Mutual A	401A plan
Mass Mutual B	457B plan
Mass Mutual Roth	Roth plan
Lincoln National	Replacement Social Security plan
Fire/Police/La Verne	Employee Group Dues

LA IMPACT Law Enforcement Task Force Demands

167135	2,129.23	ROTORCRAFT SUPPORT, INC
MULTIPLE	\$ 55,100.00	LAI ENFORCEMENT OPERATIONS
Total	\$ 57,229.23	

LA IMPACT demands are paid from federal asset forfeiture dollars allocated to LA IMPACT crime prevention activities. These funds are not City funds and are not available for City use outside of LA IMPACT activities.

CITY OF LA VERNE
REGISTER OF AUDITED DEMANDS
12/12/2023
FY 2023-24

DEMANDS PRESENTED HAVE BEEN APPROVED CONSISTENT WITH THE CITY'S PURCHASING/FUNDING POLICY AND HAVE BEEN REVIEWED BY THE FINANCE DIRECTOR FOR ACCURACY AND PROPER APPROVAL.


SUMMARY OF DEMANDS

LARGEST 10 CITY DEMAND PAYMENTS OTHER THAN PAYROLL AND RELATED BENEFITS.

	AMOUNT	ISSUED TO	DESCRIPTION
1.	59,501.93	DUVAL FORD	POLICE INTERCEPTOR -REPLACEMENT FOR FM2155
2.	18,697.94	CALIFORNIA JPIA - NEXCESS LIABILITY	TRUST ACCOUNT REPLENISHMENT
3.	18,665.00	ACWA	2024 ANNUAL AGENCY DUES
4.	18,136.68	STRATEGIC CONTRACTING SERVICES	PAYROLL 11/12/2023 TO 11/25/2023 AND OFFICE EXPENSES (LA CLEAR)
5.	17,522.03	SOUTH COAST FIRE EQUIPMENT, INC.	APPARATUS FIRE TRUCK PER.BOND/CALIF. TIRE FEE
6.	15,237.54	INTER-CON SECURITY SYSTEMS, INC.	NOVEMBER 2023 PARKING ENFORCEMENT
7.	13,068.00	SPIDR TECH INC.	SUBCLOUD SUBSCRIPTION 12/02/2023 TO 12/26/2024
8.	10,340.35	ATHENS SERVICES	NOVEMBER 2023 SWEEPING SRVC
9.	10,102.00	ENVIRONMENT CONTROL PUENTE HILLS	DECEMBER 2023 SERVICES
10.	8,265.99	ALL STATE POLICE EQUIPMENT	EQUIPMENT POLICE DEPT.
	124,134.15	OTHER DEMANDS	
	\$ 315,060.25		

DEMANDS OF \$20,896.74 WERE PAID ON BEHALF OF LAIMPACT FOR LAW ENFORCEMENT TASK FORCE OPERATIONS.

IN ACCORDANCE WITH GOVERNMENT CODE SECTION 37202, I HEREBY CERTIFY THAT THIS IS A TRUE AND ACCURATE REGISTER OF AUDITED



CHRISTY LOPEZ, MPA
FINANCE DIRECTOR

CITY OF LA VERNE
REGISTER OF AUDITED DEMANDS - EXHIBIT A

FY 2023-24

12/12/2023

CHECK NO.	AMOUNT	ISSUED TO
167148	2,381.07	AUTOMOBILE CLUB OF SO. CALIFORNIA
167149	18,665.00	ACWA
167150	40.00	ALEXANDER CALENDARS, LLC
167151	115.00	ALL PURPOSE DOCUMENT DESTRUCTION
167152	10,340.35	ATHENS SERVICES
167153	370.00	BEAR COMMUNICATIONS, INC.
167154	91.13	BLOOMING VIEW
167155	553.04	BRAUN NW, INC
167156	92.50	CALIFORNIA PEST MANAGEMENT, INC.
167157	900.00	CCS INTERACTIVE
167158	99.99	CHARTER COMMUNICATIONS
167159	699.00	CHARTER COMMUNICATIONS
167161	600.00	D.F. POLYGRAPH
167162	3,768.70	DATAPROSE, INC.
167163	110.00	DEANNE MARINO
167164	55.00	DEBRA CLARK
167165	100.00	DENNIS SANDOVAL
167166	111.00	COUNTY OF LOS ANGELES
167167	159.78	DETAILER'S CHOICE, INC.
167168	107.00	DIRECTV
167169	59,501.93	DUVAL FORD
167170	1,032.17	ECONOLITE SYSTEMS, INC.
167171	48.80	EDWIN C. ECKLES
167172	800.00	EMPLOY AMERICA
167173	246.29	FIRE APPARATUS SOLUTIONS
167174	2,648.35	FRONTIER COMMUNICATIONS
167175	61.87	H.V.A.C. MECHANICAL INC.
167176	165.00	HEDRICK FIRE PROTECTION
167177	3,713.88	HI STANDARD AUTOMOTIVE, LLC
167178	1,714.65	HOLLIDAY ROCK CO.
167179	5,103.32	HPS WEST, INC.
167180	1,188.10	INLAND EMPIRE STAGES, LTD.
167181	.3.00	INTERNATIONAL LINE BUILDERS
167182	3,477.66	JONES & MAYER
167183	6.36	KINGSTONE CAPITAL MANAGEMENT
167184	100.00	KRISTINE WRIGHT
167185	14.00	KYOCERA DOCUMENT SOLUTIONS WEST
167186	348.38	LAKESIDE COMMUNITY HEALTHCARE
167187	3,511.16	LIFE-ASSIST
167188	427.77	LINE GEAR
167189	868.49	LOWE'S
167191	275.00	MCKINLEY ELEVATOR CORP.
167192	805.00	MCLAY SERVICES, INC.
167193	1,448.95	NORIDIAN MEDICARE JE PART B REFUND
167194	36.00	PORAC
167195	72.00	PORAC LDF
167196	3,245.00	RED WAVE COMM, INC.
167197	397.00	REGAL MEDICAL GROUP
167198	110.00	ROSA LENNIG
167199	58.97	INTERSTATE BILLING SERVICE INC
167200	90.00	SAFESHRED COMPANY, INC.
167201	140.25	SANDERS TOWING, INC.
167202	279.94	CONNECTA SATELLITE SOLUTIONS LLC
167203	4,217.00	SOUTHERN CALIF. ASSOC. OF GOVERNMENT
167204	30.00	SCMAF
167205	959.50	SIERRA PACIFIC ELEC. CONTRACTING
167206	17,522.03	SOUTH COAST FIRE EQUIPMENT, INC.
167207	113.69	SOUTHERN CALIFORNIA EDISON
167208	110.00	STAR AUTO CHECK
167209	451.13	STAR BERRY FARMS
167210	4,614.00	STATE WATER RESOURCES CONTROL BOARD
167211	6,021.50	SUPERIOR COURT OF CA, COUNTY OF L.A.

CHECK NO.	AMOUNT	ISSUED TO
167212	54.00	TEC COLOR CRAFT
167213	150.00	THE COUNSELING TEAM INTERNATIONAL
167214	5,000.00	TOWNSEND PUBLIC AFFAIRS, INC
167215	3,656.69	TPX COMMUNICATIONS
167216	2,867.59	U.S. POSTMASTER
167217	230.32	WAGEWORKS, INC.
167218	518.10	WALTERS WHOLESALE ELECTRIC CO.
167219	3,264.41	WAXIE SANITARY SUPPLY
167220	4,267.90	WEBBY DANCE COMPANY
167221	1,305.00	WILLDAN FINANCIAL SERVICES
167222	346.20	YWCA SAN GABRIEL VALLEY
167224	575.00	ROBERT BUNKER
167225	349.99	CHARTER COMMUNICATIONS
167226	957.65	CORDRAY, KENNETH
167227	99.82	GONZALEZ, MARIANA
167228	999.92	ODP BUSINESS SOLUTIONS, LLC
167229	99.82	KHASHADOORIAN, SEVADA
167230	75.00	SOCAL SHRED LLC
167231	699.00	TOWERSTREAM CORPORATION
167240	1,000.00	LA VERNE PETTY CASH
EFT	3,140.26	A. UPLAND FIRE PROTECTION
EFT	8,265.99	ALL STATE POLICE EQUIPMENT
EFT	622.35	AMAZON CAPITAL SRVC - LVPD
EFT	1,750.00	CALIBER COMMERCIAL POOL SERVICE
EFT	18,697.94	CALIFORNIA JPJA - NEXCESS LIABILITY
EFT	237.04	CASADOS, RICHARD
EFT	616.54	COMMERCIAL DOOR COMPANY, INC.
EFT	10,102.00	ENVIRONMENT CONTROL PUENTE HILLS
EFT	320.11	GARCIA, SHANTELLE
EFT	49.50	GELLER, ALLISON
EFT	500.00	GREENSCAPE MAINTENANCE SERVICES INC.
EFT	1,674.33	HI-WAY SAFETY INC.
EFT	39.83	INTELESYSONE, INC.
EFT	15,237.54	INTER-CON SECURITY SYSTEMS, INC.
EFT	730.74	INTERSTATE BATTERY INLAND VALLEY
EFT	3,025.00	LA VERNE POWER CONSTRUCTION
EFT	134.70	LA VERNE POWER EQUIPMENT
EFT	3,400.00	NOBEL SYSTEMS
EFT	9,525.44	SDC ENGINEERING INC.
EFT	13,068.00	SPIDR TECH INC.
EFT	1,329.20	STEVE A. FILARSKY, ATTORNEY AT LAW
EFT	141.92	SUN BADGE CO.
EFT	90.00	SUPERION, LLC
EFT	3,326.63	TURBO DATA SYSTEMS INC.
EFT	2,638.40	WEST COAST ARBORISTS, INC.
EFT	1,007.91	WESTERN WATER WORKS
EFT	44.09	AMAZON CAPITAL SRVC - LVPD
EFT	5,355.00	MARLYN PACHECO LLC
EFT	18,136.68	STRATEGIC CONTRACTING SERVICES
	<u>315,060.25</u>	
	<u>20,896.74</u>	Total LAIMPACT Demands
Total Demands	<u><u>335,956.99</u></u>	

LAIMPACT Law Enforcement Task Force Demands

167232	692.26	CBE LOS ANGELES
167237	347.32	GALLS, LLC.
167238	300.00	NUWAY JANITORIAL SERVICES
167239	4,957.16	VERIZON WIRELESS
MULTIPLE	14,600.00	LAI ENFORCEMENT OPERATIONS

CITY OF LA VERNE
REGISTER OF AUDITED DEMANDS - EXHIBIT A

FY 2023-24

12/12/2023

<u>CHECK NO.</u>	<u>AMOUNT</u>	<u>ISSUED TO</u>
Total	20,896.74	

LAIMPACT demands are paid from federal asset forfeiture dollars allocated to LAIMPACT crime prevention activities. These funds are not City funds and are not available for City use outside of LAIMPACT activities.

CITY OF LA VERNE
REGISTER OF AUDITED DEMANDS
12/20/2023
FY 2023-24

DEMANDS PRESENTED HAVE BEEN APPROVED CONSISTENT WITH THE CITY'S PURCHASING/FUNDING POLICY AND HAVE BEEN REVIEWED BY THE FINANCE DIRECTOR FOR ACCURACY AND PROPER APPROVAL.

SUMMARY OF DEMANDS

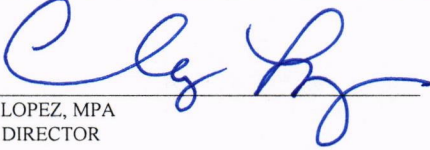
LARGEST 10 CITY DEMAND PAYMENTS OTHER THAN PAYROLL AND RELATED BENEFITS.

	AMOUNT	ISSUED TO	DESCRIPTION
1.	115,732.93	STRATEGIC CONTRACTING SERVICES	PAYROLL 11/26/23 TO 12/15/23 (LAHIDTA)
2.	56,000.00	FLOCK SAFETY	ONE YEAR EXTENDED DATA RETENSION FLOCK SAFETY FALCON
3.	14,000.00	SAN GABRIEL VALLEY COUNCIL OF GOV'T	PARTICIPATION - VMT ANALYSIS MODEL
4.	11,904.13	AARDVARK	EQUIPMENT POLICE DEPT
5.	7,694.04	WEST COAST ARBORISTS, INC.	TREE MAINTENANCE 11/01/2023 TO 11/15/2023
6.	7,456.63	CITY OF POMONA	WATERSHED -LAND BASE 9/20/2023 TO 11/03/2023
7.	6,100.43	BABCOCK LABORATORIES, INC.	WATER TESTING SERVICES 10/11-11/22/2023
8.	6,067.41	SALT WORKS, INC.	COARSE SALT
9.	6,000.00	POMONA VALLEY HABITAT FOR HUMANITY	HOUSING REHABILITATION PROGRAM
10.	5,203.80	WESTERN WATER WORKS	MATERIALS
	<u>67,576.57</u>	OTHER DEMANDS	
	\$ 303,735.94		

DEMANDS OF \$49,385.56 WERE PAID ON BEHALF OF LAIMPACT FOR LAW ENFORCEMENT TASK FORCE OPERATIONS.

DEMANDS OF \$978,867.48 WERE PAID FOR PAYROLL AND EMPLOYEE BENEFIT RELATED ITEMS.

IN ACCORDANCE WITH GOVERNMENT CODE SECTION 37202, I HEREBY CERTIFY THAT THIS IS A TRUE AND ACCURATE REGISTER OF AUDITED


CHRISTY LOPEZ, MPA
FINANCE DIRECTOR

CITY OF LA VERNE
REGISTER OF AUDITED DEMANDS - EXHIBIT A

FY 2023-24

12/20/2023

CHECK NO.	AMOUNT	ISSUED TO
167241	11,904.13	AARDVARK
167243	400.00	ALTAF L. ALI, M.D., INC.
167244	195.00	AMERICAN TANK TESTING
167245	589.84	ANDY GUMP, INC.
167246	2,534.29	AT&T MOBILITY
167247	593.00	BADGE FRAME
167248	192.00	BEILSTEIN, ERIN
167249	280.00	BONITA HIGH SCHOOL
167250	3,933.00	BUCKNAM INFRASTRUCTURE, INC.
167251	604.16	C & E LUMBER COMPANY
167253	1,617.00	STATE OF CALIFORNIA
167254	352.06	CHARTER COMMUNICATIONS
167255	270.00	RETIRED SENIOR VOLUNTEER PATROL
167256	259.00	RETIRED SENIOR VOLUNTEER PATROL
167257	7,456.63	CITY OF POMONA
167258	408.45	DANIELS TIRE SERVICE
167259	249.13	EWING IRRIGATION PRODUCTS
167260	18.04	FACTORY MOTOR PARTS
167261	1,147.88	FIRST-CITIZENS BANK & TRUST CO
167262	56,000.00	FLOCK SAFETY
167263	500.00	FRANCISCO GUZMAN
167264	416.00	FRESHMOBILECA LLC
167265	290.00	FRONTIER COMMUNICATIONS
167266	526.45	GOLDEN STATE WATER COMPANY
167267	61.00	HERNANDEZ, RALPH
167268	413.97	HIRSCH PIPE AND SUPPLY
167269	1,078.80	HOLLIDAY ROCK CO.
167270	400.00	HOMETOWN RENTALS
167271	352.19	INMARK
167272	90.00	JESSICA ROBERTS
167273	86.00	JUDY GIVIGLIANO
167274	64.00	JUNEJA , TINKU
167276	405.00	KELLY'S K9 COLLEGE INC
167277	71.66	KYOCERA DOCUMENT SOLUTIONS WEST LLC
167278	198.24	LOZANO, THOMAS
167279	63.86	MAGSINO, JAMES ROMER
167280	3,914.00	METROPOLITAN WATER DISTRICT
167282	44.08	ODP BUSINESS SOLUTIONS, LLC
167283	3,293.33	PARKHOUSE TIRE, INC.
167284	274.50	PITNEY BOWES GLOBAL FINANCIAL
167285	6,000.00	POMONA VALLEY HABITAT FOR HUMANITY
167286	850.00	PRADO FAMILY SHOOTING RANGE
167287	799.33	PRISTINE UNIFORMS
167288	378.30	REGIONAL TAP SERVICE CENTER
167289	1,137.75	RONALD REAGAN PRESIDENTIAL LIBRARY
167290	178.43	INTERSTATE BILLING SERVICE INC
167291	4,249.00	RUVALCABA, BERNICE
167292	1,444.72	SAM'S CLUB/SYNCHRONY BANK
167293	14,000.00	SAN GABRIEL VALLEY COUNCIL OF GOV'T
167294	4,760.00	SAN GABRIEL VALLEY PUBLIC SAFETY
167295	165.00	SANDERS LOCK & KEY
167296	1,760.00	SIERRA PACIFIC ELEC. CONTRACTING
167297	15.98	SO CAL GAS CO
167298	1,890.00	SOUTHERN CALIF. REG. RAIL AUTH.
167299	3,871.56	SOUTHERN CALIFORNIA NEWS GROUP
167300	68.50	STITT, DAVID

CHECK NO.	AMOUNT	ISSUED TO
167301	4,900.00	THE COUNSELING TEAM INTERNATIONAL
167302	221.74	TK PRINT MANAGEMENT, INC.
167303	205.00	VERONICA ROMERO
167304	102.05	WALTERS WHOLESALE ELECTRIC CO.
167305	48.00	YIXIN LUO
167306	1,582.10	CELL BUSINESS EQUIPMENT
167307	8.74	FEDEX
167308	1,804.06	KP RESEARCH SERVICES, INC.
167309	187.08	ODP BUSINESS SOLUTIONS, LLC
167310	63.00	PERNEVI, CHRISTOPHER PAUL
167311	127.31	RFI ENTERPRISES INC.
167312	206.50	ROSE, BRIAN
167313	1,000.00	TECHNOLOGY MANAGEMENT CONCEPTS
EFT	316.08	AMAZON CAPITAL SRVC - LVPD
EFT	2,400.00	ARAGON, RICHARD
EFT	6,100.43	BABCOCK LABORATORIES, INC.
EFT	463.70	BRENNTAG PACIFIC, INC.
EFT	240.86	CARDER, ROBIN
EFT	49.60	COLLEGIATE PRESS
EFT	2,900.11	GREENSCAPE MAINTENANCE SERVICES INC
EFT	457.49	INTERSTATE BATTERY INLAND VALLEY
EFT	225.00	LA VERNE CHAMBER OF COMMERCE
EFT	1,998.50	LIEBERT CASSIDY WHITMORE
EFT	96.00	RADC, INC.
EFT	6,067.41	SALT WORKS, INC.
EFT	219.15	SAVAGE, HOLLIE
EFT	7,694.04	WEST COAST ARBORISTS, INC.
EFT	5,203.80	WESTERN WATER WORKS
EFT	115,732.93	STRATEGIC CONTRACTING SERVICES
	303,735.94	
	978,867.48	Total Payroll Demands
	49,385.56	Total LAIMPACT Demands
Total Demands	1,331,988.98	

Payroll and Employee Benefit Payments:

167329	530.00	CITY OF LAVERNE EMPLOYEE FUND
167330	350.00	FIDELITY INVESTMENTS #P0754
167331	215.22	HEATHER REYES
167332	9.00	UNITED WAY CAMPAIGN
EFT	2,987.00	LA VERNE FIRE ASSOCIATION
EFT	2,320.60	LA VERNE POLICE OFFICERS ASSOC.
EFT	2,603.68	CHARLES SCHWAB BANK
BANK DRAW	596,484.87	PAYROLL 12/03/2023-12/16/2023
BANK DRAW	113,215.03	UNITED STATES TREASURY
BANK DRAW	38,264.40	STATE OF CALIFORNIA
BANK DRAW	1,297.30	STATE DISBURSEMENT BD0005689
BANK DRAW	185,215.41	STATE OF CALIFORNIA
BANK DRAW	23,627.45	EMPOWER TRUST COMPANY, LLC-457
BANK DRAW	5,181.27	EMPOWER TRUST COMPANY, LLC-ROTH
BANK DRAW	6,566.25	EMPOWER TRUST COMPANY, LLC-401A
TOTAL	978,867.48	

CHECK NO.	AMOUNT	ISSUED TO
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Break down of standard providers and the benefits they provide

Provider	Benefits Description
Wage Works	Flexible Savings Account (FSA) deductions
US Treasury	Employee federal tax withholdings
State of California	Employee state income tax, unemployment insurance and child support/garnishments
Mass Mutual A	401A plan
Mass Mutual B	457B plan
Mass Mutual Roth	Roth plan
Lincoln National	Replacement Social Security plan
Fire/Police/La Verne Employee	Employee Group Dues

LAIMPACT Law Enforcement Task Force Demands

167314	4,184.33	BANK OF AMERICA
167315	603.33	BPS TACTICAL, INC.
167316	603.33	BPS TACTICAL, INC.
167317	603.33	BPS TACTICAL, INC.
167322	1,099.00	CHARTER COMMUNICATIONS
167323	8,694.20	CITY OF PASADENA
167324	2,550.00	CODE 5 GROUP, LLC.
167325	300.00	NUWAY JANITORIAL SERVICES
167326	110.00	SOUTHLAND SHREDDING, INC.
167327	853.64	STAPLES BUSINESS CREDIT
167328	284.40	TRANSUNION RISK & ALTERNATIVE DATA
MULTIPLE	29,500.00	LAI ENFORCEMENT OPERATIONS
Total	49,385.56	

LAIMPACT demands are paid from federal asset forfeiture dollars allocated to LAIMPACT crime prevention activities. These funds are not City funds and are not available for City use outside of LAIMPACT activities.

CITY OF LA VERNE
REGISTER OF AUDITED DEMANDS
12/27/2023
FY 2023-24

DEMANDS PRESENTED HAVE BEEN APPROVED CONSISTENT WITH THE CITY'S PURCHASING/FUNDING POLICY AND HAVE BEEN REVIEWED BY THE FINANCE DIRECTOR FOR ACCURACY AND PROPER APPROVAL.

SUMMARY OF DEMANDS

LARGEST 10 CITY DEMAND PAYMENTS OTHER THAN PAYROLL AND RELATED BENEFITS.

	AMOUNT	ISSUED TO	DESCRIPTION
1.	414,741.27	THREE VALLEYS MUNICIPAL WATER DIST.	NOVEMBER 2023 WATER USE
2.	215,887.50	LEONIDA BUILDERS, INC.	2023-24 CDBG CURB RAMP IMPROVEMENTS PROJECT
3.	75,524.14	RKA CONSULTING GROUP	AUGUST AND SEPTEMBER 2023 BILLING FOR VARIOUS PROJECTS
4.	61,275.00	GENTRY BROTHERS, INC.	A-LINE STATION PEDESTRIAN BRIDGE DRAINAGE IMPROVEMENT
5.	55,480.40	CALIFORNIA JPIA - INS PMTS WC, LIABILITY	EXCESS LIABILITY ACCOUNT FUNDING
6.	38,899.64	GREENSCAPE MAINTENANCE SERVICES INC	DECEMBER 2023 MAINTENANCE SERVICES
7.	35,013.96	REPLACEMENT BENEFIT FUND	REPLACEMENT BENEFIT CONTRIBUTION LOMELI / RUSSI
8.	30,431.75	SDI PRESENCE LLC	NOVEMBER 2023 - IT SUPPORT AND LICENSE PAYMENT
9.	16,852.33	ROGER BASS	NOVEMBER 2023 SERVICE CONTRACT (LA HIDTA)
10.	14,326.97	OWSLEY ENTERPRISES, LLC	NOVEMBER 2023 SERVICE CONTRACT (LA HIDTA)
	120,128.11	OTHER DEMANDS	
	\$ 1,078,561.07		

DEMANDS OF \$39,300.00 WERE PAID ON BEHALF OF LAIMPACT FOR LAW ENFORCEMENT TASK FORCE OPERATIONS.

DEMANDS OF \$ 97.43 WERE PAID FOR PAYROLL AND EMPLOYEE BENEFIT RELATED ITEMS.

IN ACCORDANCE WITH GOVERNMENT CODE SECTION 37202, I HEREBY CERTIFY THAT THIS IS A TRUE AND ACCURATE REGISTER OF AUDITED



CHRISTY LOPEZ, MPA
FINANCE DIRECTOR

CITY OF LA VERNE
REGISTER OF AUDITED DEMANDS - EXHIBIT A

FY 2023-24

12/27/2023

CHECK NO.	AMOUNT	ISSUED TO
167333	202.74	ACTION AWARDS, INC.
167334	3.00	BOBERG ENGINEERING &
167335	225.96	BROWN MOTOR WORKS
167336	1,673.87	CALIFORNIA WATER EFFICIENCY
167337	2,200.00	DAMIAN MARTINEZ
167338	2,861.41	DATAPROSE, INC.
167339	29.81	DAVID R. FRACK
167341	448.00	DEPARTMENT OF JUSTICE
167342	51.00	DMV OCCUPATIONAL LICENSING SECTION
167343	567.00	DMV OCCUPATIONAL LICENSING SECTION
167344	209.06	THE EMBLEM AUTHORITY
167345	90.19	FRITZ, DEBRA
167346	61,275.00	GENTRY BROTHERS, INC.
167347	1,019.65	YWCA SAN GABRIEL VALLEY
167348	114.84	KABO EQUIPMENT, INC.
167349	1,200.00	KELLY ZEMAN
167350	2,784.56	LIFE-ASSIST
167351	700.38	LINE GEAR
167352	75.00	LOS ANGELES COUNTY CLERK
167353	83.84	LOZANO, THOMAS
167354	10.50	MG MAKO INC.
167355	1,200.00	NOTHING BUNDT CAKES
167356	1,491.00	PREMIER FAMILY MEDICINE ASSOCIATES
167357	250.00	PUMPMAN SOCAL
167358	35,013.96	REPLACEMENT BENEFIT FUND
167359	358.31	INTERSTATE BILLING SERVICE INC
167360	4,249.00	RUVALCABA, BERNICE
167361	220.39	SAFETY-KLEEN SYSTEMS, INC.
167362	5,250.00	SAN GABRIEL VALLEY ECONOMIC
167363	30,431.75	SDI PRESENCE LLC
167364	1,461.37	SITEONE LANDSCAPE SUPPLY, LLC
167365	3.00	SOUTHWEST PIPELINE AND
167366	2,277.77	STATE INDUSTRIAL PRODUCTS
167367	250.00	STATE WATER RESOURCES CONTROL BOARD
167368	31.11	SYSTEM PAVERS LLC
167369	1,000.00	THE COUNSELING TEAM INTERNATIONAL
167371	2,744.93	VERIZON WIRELESS
167372	3,096.50	VN ENTERPRISES, INC.
167373	238.66	WAGEWORKS, INC.
167374	3.00	WATER HEATERS ONLY, INC.
167375	1,225.00	WILLDAN FINANCIAL SERVICES
EFT	246.32	AMAZON CAPITAL SRVC - LVPD
EFT	5,775.14	AMERICAN GRAPHIC SYSTEMS, INC.
EFT	1,584.36	ASSET WORKS, LLC
EFT	55,480.40	CALIFORNIA JPIA - INS PMTS WC, LIABILITY
EFT	38,899.64	GREENSCAPE MAINTENANCE SERVICES INC
EFT	127.50	LIEBERT CASSIDY WHITMORE
EFT	75,524.14	RKA CONSULTING GROUP
EFT	220.00	SHADES TINTING
EFT	414,741.27	THREE VALLEYS MUNICIPAL WATER DIST.
EFT	5,720.50	BRENNTAG PACIFIC, INC.
EFT	215,887.50	LEONIDA BUILDERS, INC.
EFT	10,166.67	CORDRAY ENTERPRISES LLC
EFT	8,937.50	DEROIAN VENTURES LLC
EFT	5,613.50	GROUND SERO TECHNOLOGIES LLC
EFT	13,907.08	LIBERTY COASTAL LLC
EFT	5,355.00	MARLYN PACHECO LLC
EFT	11,000.00	MICHAEL W. TYNES
EFT	14,326.97	OWSLEY ENTERPRISES, LLC
EFT	16,852.33	ROGER BASS
BANK DRAW	11,573.69	SO CAL GAS CO
	1,078,561.07	

CITY OF LA VERNE
REGISTER OF AUDITED DEMANDS - EXHIBIT A

City Council Agenda Packet, Tuesday, January 16, 2024 Page 34
FY 2023-24

12/27/2023

CHECK NO.	AMOUNT	ISSUED TO
	97.43	Total Payroll Demands
	39,300.00	Total LAIMPACT Demands
Total Demands	<u>1,117,958.50</u>	

Payroll and Employee Benefit Payments:

BANK DRAW	97.43	UNITED STATES TREASURY
Total	<u>97.43</u>	

LAIMPACT Law Enforcement Task Force Demands

MULTIPLE	39,300.00	LAI ENFORCEMENT OPERATIONS
Total	<u>39,300.00</u>	

LAIMPACT demands are paid from federal asset forfeiture dollars allocated to LAIMPACT crime prevention activities. These funds are not City funds and are not available for City use outside of LAIMPACT activities.

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City of La Verne, City Council Agenda Report



DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Ken Domer, City Manager

SUBJECT: DESIGNATION OF THE CITY'S VOTING DELEGATE AND ALTERNATE AT THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) REGIONAL CONFERENCE AND GENERAL ASSEMBLY MEETING

SUMMARY

The Southern California Association of Governments (SCAG) requests the selection of one delegate to vote on behalf of the City for the General Assembly Meeting and it is recommended that the City Council designate Mayor Tim Hepburn as the delegate and the Mayor Pro Tem Wendy Lau as the alternate.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 24-05, appointing Mayor Tim Hepburn to represent the City of La Verne as the voting delegate for SCAG's General Assembly Meeting, and Mayor Pro Tem Wendy Lau as alternate.

DISCUSSION

SCAG was established in 1965 as a Joint Powers Authority under California state law, serving as a forum for local governments and agencies to address regional issues. Covering 6 counties and 191 cities over 38,000 square miles, SCAG is the nation's largest metropolitan planning organization, representing over 18 million residents. SCAG focuses on long-range regional transportation plans, housing needs allocations, and South Coast Air Quality management plans.

SCAG holds an annual General Assembly Meeting to adopt resolutions that set the legislative platform for the upcoming year. Each member city, entitled to one vote, designates a voting delegate (usually the Mayor) and an alternate (typically the Mayor Pro Tem). Only elected officials can serve as delegates. The 59th Annual General Assembly Meeting is scheduled for May 2, 2024, in Palm Desert. Consistent with SCAG by-laws, the City Council must designate the voting delegate.

FISCAL ANALYSIS

Not applicable.

ENVIRONMENTAL ANALYSIS

Not applicable.

LEGAL REVIEW

This report and the attached resolution were reviewed by the City Attorney.

ATTACHMENTS

-Resolution No. 24-05

Report Prepared By:
Andrea Blockinger, Administrative Analyst

RESOLUTION NO. 24-05

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE,
CALIFORNIA, APPOINTING A VOTING DELEGATE TO THE SOUTHERN
CALIFORNIA ASSOCIATION OF GOVERNMENTS' GENERAL ASSEMBLY
BUSINESS MEETING ON MAY 2, 2024**

WHEREAS, The City of La Verne is a member of the Southern California Association of Governments (SCAG); and

WHEREAS, SCAG holds an annual General Assembly Meeting to bring together the agency's membership to determine legislative priorities for the upcoming year; and

WHEREAS, every member City may appoint one delegate to represent the City at the General Assembly; and

WHEREAS, it is necessary for the City's delegate to be appointed by the City Council in order to vote on behalf of the City.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of La Verne as follows:

Section 1. Mayor Tim Hepburn be appointed as the voting delegate for the General Assembly Meeting and Mayor Pro Tem Wendy Lau shall serve as the alternate delegate.

Section 2. That the Mayor shall sign and the Deputy City Clerk shall certify to the passage and adoption of this resolution and thereupon the same shall take effect and be in force.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2024.

Mayor Tim Hepburn

ATTEST:

Debra Fritz, Deputy City Clerk

CERTIFICATION

I hereby certify that the foregoing **Resolution No. 24-05** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the **16th day of January, 2024**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Fritz, Deputy City Clerk

City of La Verne, City Council Agenda Report



DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Meg McWade, Public Works Director

SUBJECT: ADOPTION OF A RESOLUTION AFFIRMING VISION ZERO FOR TRAFFIC SAFETY AND ACCEPTING THE FY22/23 ACTIVE TRANSPORTATION COMMITTEE ANNUAL REPORT

SUMMARY

This item requests adoption of a Resolution affirming the City's Vision Zero philosophy to aid in future grant applications for traffic safety improvements and accepting the Active Transportation Committee's Annual Report. The Annual Report summarizes the City's Complete Streets activities and the Active Transportation Committee's progress and accomplishments during fiscal year 2022/2023.

RECOMMENDATION

Staff recommends the City Council adopt the attached Resolution No. 24-01 affirming Vision Zero for traffic safety and accepting of the Active Transportation Committee Annual Report (Annual Report) for fiscal year 2022/2023.

DISCUSSION

On November 6, 2017, the City Council approved Resolution 17-71, adopting a Complete Streets Policy (Policy). Section 10 of the Policy requires an annual written report to be submitted to the City Council. The Policy provides guidance for the City's transportation related planning efforts and guides the direction of future developments and improvements made to the City's transportation network.

The Policy further advances the goal of creating a more sustainable transportation system that is safe and accessible for everyone. Complete Streets provide infrastructure that encourages active transportation such as walking, bicycling, transportation choices and increased connectivity. Through this Policy, the primary focus of street design is no longer based solely on the speed and efficiency of automobile travel, but on the safety and comfort of all users of the public right-of-way.

On June 17, 2019, the City Council approved Resolution 19-36 (Resolution), approving the formation of an Active Transportation Committee (Committee). The Resolution established a 9-member committee to help facilitate policies to create multi-modal transportation options in the City of La Verne. The goal of the Committee is to enable safe, attractive, comfortable, and independent access and travel for people who walk, ride bicycles, drive, and use transit; provide Staff with recommendations for solutions; and serve as a conduit for community input. Some of the tasks that fall under the Committee's scope include annual review of the City's Complete Streets Policy and applicable projects

to ensure compliance; prioritizing project recommendations; and providing input regarding traffic and traffic enforcement issues. The Annual Report satisfies the requirements of Section 10 of the Policy.

At its October 10, 2023, meeting, the Active Transportation Committee recommended the City Council receive and file the FY22/23 Annual Report. The report highlights accessibility improvements made, Golden Streets event promoting sustainable/active modes of transportation, and mobility improvements such as sidewalk repairs, development activity improvements, and “E and Second Street Improvement Project”. The report also highlights the revisions that were made to the City’s Local Roadway Safety Plan, a plan addressing traffic safety needs and strategies.

The ATC Annual Report also highlights future goals for the Committee including:

- Developing strategy to implement First Mile/Last Mile improvements in preparation for A Line opening.
- Prioritize ATP components to identify those that fit within maintenance projects versus new projects.
- Develop and implement a review process for injury incidents involving pedestrians or bicycles.
- Develop and implement a Social Media Campaign to enhance ATC community outreach.
- Recruit and appoint vacant ATC seat.

The attached resolution provides a formal mechanism for accepting the annual report. Additionally, the resolution provides the opportunity for the City to affirm its commitment to Vision Zero. This traffic safety initiative has been highlighted in the City’s approved Local Roadway Safety Plan which was developed with community input. The formal adoption of this resolution highlights the City’s desire to implement traffic safety initiatives that further our goal to eliminate traffic fatalities. The formal adoption of Vision Zero also aids in the competitiveness of grant applications for funding related to traffic safety and traffic-related roadway improvement projects.

ATTACHMENTS

1. Resolution No. 24-01 Affirming Vision Zero and Accepting FY22/23 Active Transportation Committee Annual Report
2. FY 22/23 Active Transportation Committee Annual Report

Report Prepared By:
Kristie Sanchez, Senior Management Analyst

RESOLUTION NO. 24-01

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE,
CALIFORNIA, ACCEPTING THE CITY'S ACTIVE TRANSPORTATION
COMMITTEE ANNUAL REPORT FY 2023-2024.**

WHEREAS, in 2017 and 2018, the City developed a Complete Streets Policy and, with assistance from a resident working group and Kittleson & Associates, Inc. consulting firm, began the development of the City's Active Transportation Plan; and

WHEREAS, on June 17, 2019, the City Council approved the formation of the Active Transportation Committee (ATC) to serve as an advisory body related to active transportation modes of travel; and

WHEREAS, after extensive review and focused community engagement including meetings at Planning Commission, on December 16, 2021, the City Council adopted the Active Transportation Plan; and

WHEREAS, as part of the ATC's advisory role, this body has been tasked with providing an Annual Report to City Council related to ATC activities; and

WHEREAS, the ATC considered the Annual Plan at its October 10, 2023, meeting and recommended the report be provided to City Council; and

WHEREAS, the City of La Verne has a Local Roadway Safety Plan, developed with community input, that identifies Vision Zero as a goal for traffic safety; and

WHEREAS, the City has a desire to formally adopt "Vision Zero," a traffic safety initiative to eliminate traffic fatalities; and

WHEREAS, in its meetings, the ATC reviews collision data and has a FY 23/24 goal to analyze such data more robustly which may then inform potential future capital improvements to further the goal of Vision Zero.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of La Verne as follows:

Section 1. That said City Council does hereby find and determine that formally adopting “Vision Zero” as a goal will serve as a guide to the City in eliminating traffic safety deaths.

Section 2. That the Active Transportation Committee’s Annual Plan that includes collision data, traffic safety enhancement and mobility improvement progress, is hereby accepted.

Section 3. That the Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2024.

Mayor Tim Hepburn

ATTEST:

Debra Fritz, Deputy City Clerk

I, Debra Fritz, Deputy City Clerk of the City of La Verne, Do HEREBY CERTIFY that Resolution No. 24-01 was duly passed and adopted by the said City Council at a meeting of the said Council held on the 16th day of January, 2024 and passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Fritz, Deputy City Clerk

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July 2022 – June 2023

Active Transportation Committee Annual Report



Tracy Costello | Public Works Manager

La Verne Active Transportation 2022 - 2023 Annual Report

Active Transportation Committee Highlights

Welcomed New Public Works Director – Meg McWade joined the City of La Verne as the new Director of Public Works. Meg has 32 years of public service experience including serving as the Director of Public Works for the cities of Fullerton and Pomona, where she also served as the Deputy Public Works Director, Utilities Manager, Business Services Manager, and Budget Officer.

Revision to the Local Roadway Safety Plan (LRSP) - The City of La Verne is committed to improving transportation safety. The LRSP addresses traffic safety needs and strategies, laying the groundwork to improve the health and safety of all residents and visitors. The intent of the LRSP is to:

- Analyze traffic incidents in the City of La Verne's roadway network.
- Determine traffic incident patterns and high-risk locations.
- Identify safety partner agencies and gain insight from the local community.
- Establish a vision and goals for traffic safety in the City of La Verne.
- Develop a list of countermeasures to address key safety issues at high-risk locations.

Applied for Safe Streets and Roads for All Grant – The City applied for the Safe Streets and Roads for All grant through the Department of Transportation to develop the La Verne Regional Multimodal Bridge. The bridge will connect the La Verne Crossings Light Rail Station to the Fairplex, providing safe access to cross Arrow Highway. The cost to develop the bridge amounts to \$22,157,615 and, as this grant requires a 20% match, the grant request amount was \$17,726,092. Grant award decisions are expected to be announced in December 2023.

Appointment of Two New ATC Members – City Council appointed Chantal Stieber and Jarrod Palmer at the May 1, 2023, City Council meeting. Welcome Chantal and Jarrod!

Recruitment for Vacant ATC Seat – There is one open committee seat in which City Council has begun the recruitment. City staff confirmed the interest of the remaining applicants from the previous recruitment and submitted the list of names to Council for consideration.

Active Transportation Event Highlights

On Sunday, April 23, 2023, the Golden Streets Heart of the Foothills open street event took place in the cities of Pomona, Claremont, La Verne, and San Dimas, from 9am to 4pm.

Modeled after the thousands of other "open streets" or "ciclovía" events that have been organized around the world and across the United States, Golden Streets temporarily opened 6.5 miles of roadway for people to walk, jog, skate, bike and more in the San Gabriel Valley. The event series was organized by ActiveSGV, an SGV-based non-profit organization dedicated to realizing a safer, more sustainable and equitable San Gabriel Valley.

Event Goals:

- Promote sustainable, active modes of transportation.
- Encourage play, community connections, and exploration of the San Gabriel Valley's diverse communities.
- Improve the health of people of all incomes, abilities, and backgrounds.



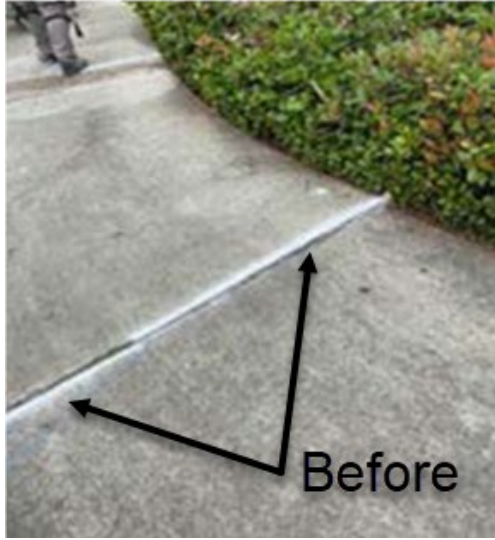


City Sidewalk Repair Maintenance Program

The City Sidewalk Repair Maintenance Program (Program) is divided into a six-section area (see map below) within city boundaries. The purpose of the Program is to assess and improve sidewalk conditions throughout the city on a rolling 3-year cycle. Program goals are as follows:

- ADA Compliance – The City is committed to making our city accessible to everyone. The Program ensures that sidewalks meet ADA standards, providing equal access to all members of our community.
- Trip Hazard Elimination - With our Program, we're grinding down those trip hazards, making daily walks worry-free.
- Enhanced Safety - Safety is a top priority. Smoother sidewalks mean fewer accidents, especially for the elderly, children, and those with mobility challenges.
- Improved Aesthetics - A well-maintained city is a beautiful city! The Program not only enhances safety but also boosts the overall look and feel of our streets.

Project Pictures





E Street & 2nd Street Project

In 2017, the City established the Enhanced Infrastructure Financing District (EIFD) to fund infrastructure projects that encourage transit-oriented development related to the extension of Metro's Light-Rail to La Verne. This EIFD was one of the first formed in the State, first to partner with County of Los Angeles, and first to secure funding and construct a project in California. The E & Second Street Improvement Project widened sidewalks and enhanced bike lanes while retaining the landscaped parkway features enhancing the beauty of Old Town District. Bulb-out curbs installed at intersections reduce crossing length limiting pedestrian exposure and calming vehicle speeds. Commitment to sustainability is evident in energy-efficient ornamental lighting, drought-tolerant landscaping choices, and innovative stormwater management features, such as decorative tree wells capturing and filtering runoff. This inaugural EIFD project, developed with community input, enhances connectivity, beauty, and safety -and highlights the City's commitment to sustainability for future generations. (See project photos below)

BEFORE - corner of 2nd Street & E Street (East)



AFTER - corner of 2nd Street & E Street



BEFORE - corner of 2nd Street & E Street (West)



AFTER - corner of 2nd Street & E Street



Completed Project Pictures





Developer Projects

Fruit Street Development

Reconstructed driveway for ADA compliance and replaced sidewalk - 145 LF.



Walnut Street Development

New sidewalk, drive approach, and curb ramps for ADA compliance – 175 LF.

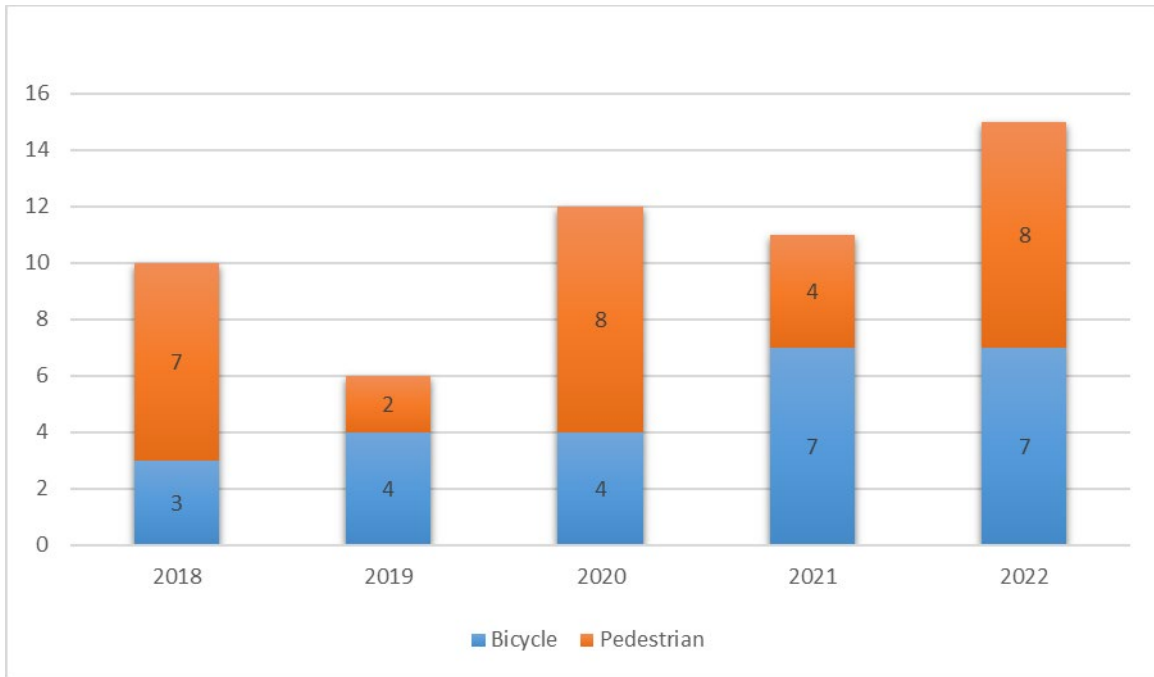


White Avenue Development

New sidewalk, drive approach, and curb ramps for ADA compliance – 390 LF.



***Bicycle & Pedestrian Injury Incidents 5 Year Trend**



*23/24 goal is to develop a review process for injury incidents

Capital Improvement Projects Approved for 2023-24 Budget

Sidewalk Replacement & Rehabilitation	\$237,000
ADA Transition Plan - Phase 1	\$100,000
City Hall ADA Compliance	\$200,000
Pedestrian Bridge - Arrow Hwy/Gold Line Station	\$1,000,000
<i>B Street Improvement (Bonita to Foothill)</i>	<i>\$1,200,000</i>
<i>Grove Neighborhood</i>	<i>\$1,527,434</i>
<i>White Ave (Foothill to Bonita) & Towne Center</i> <i>(Foothill to White)</i>	<i>\$950,000</i>

Active Transportation Committee 23/24 Goals

1. Develop strategy to implement First Mile/Last Mile improvements in preparation for L Line opening.
2. Prioritize ATP components to identify those that fit within maintenance projects versus new projects.
3. Develop and implement a review process for injury incidents involving pedestrians or bicycles.
4. Develop and implement a Social Media Campaign to enhance ATC community outreach.
5. Recruit and appoint vacant ATC seat.

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City of La Verne, City Council Agenda Report



DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Sam Gonzalez, Acting Chief of Police

SUBJECT: PURCHASE OF GRANT FUNDED BEAM GATE VEHICLE BARRIER

SUMMARY

The Department received grant funding from a State Homeland Security Program (SHSP) to purchase protection barriers to be used to strengthen public safety. This item will appropriate funds to proceed with the purchase.

RECOMMENDATION

It is recommended that the City Council:

1. Approve the purchase of a beam gate that includes four vehicle barriers from Meridian Rapid Defense Group for \$51,000; and
2. Adopt Resolution No. 24-02 appropriating \$51,000 from the Miscellaneous Grants Fund for the purchase of vehicle barriers; and
3. Authorize the City Manager to execute the applicable documents.

DISCUSSION

The City hosts various downtown community events such as car shows, wine walks, street fairs, and sidewalk coloring contests. Many of the events require street closures to protect participants who are mingling within the roadway. Considering the recent events throughout the country involving vehicular accidents and attacks on pedestrians, the Department sought to enhance the security of these events. Current operational plans call for using water barriers or parked vehicles to protect the closed roadway from vehicular traffic. These vehicles and water barriers are susceptible to penetration from larger vehicles that can overcome those barriers.

The Department's research determined that Meridian Rapid Defense Group's product is best suited to meet the demanding needs to aid in efforts to provide safety and security to the community. The City previously purchased eight portable anti-vehicle barriers from Meridian to secure events and the Department has determined additional barriers will further enhance protection efforts.

Meridian's barrier design provides mobility and security that water barriers and vehicles cannot. The City of Pasadena owns numerous bollards from Meridian Rapid Defense Group, and they have reported a positive experience to include a recent occurrence of a Meridian barrier at the Rose Parade successfully stopping a vehicle which tried to enter the parade route.

FISCAL ANALYSIS

If approved, appropriations of \$51,000 will need to be added to the Fiscal Year 2023-24 Adopted Budget in the Miscellaneous Grants Fund. Funding for the security beam gate is fully supported by the State Homeland Security Program (SHSP) Grant. There will be no fiscal impact on the City's General Fund.

ENVIRONMENTAL ANALYSIS

Not Applicable

LEGAL REVIEW

This report was reviewed and approved by the City Attorney.

ATTACHMENTS

Resolution 24-02

Report Prepared By:
Jason Prows, A/Captain

RESOLUTION NO. 24-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, AUTHORIZING AN AMMENDMENT TO THE FISCAL YEAR 2023-24 ADOPTED BUDGET FOR THE PURCHASE OF BARRIERS THROUGH STATE GRANT FUNDS UNDER THE HOMELAND SECURITY GRANT PROGRAM IN THE AMOUNT OF \$51,000.00.

WHEREAS, the City of La Verne applied for and received grant funding from the United States Department of Homeland Security under the Fiscal Year 2022 LA County Grant Program; and,

WHEREAS, the Police Department obtained bids to purchase anti-vehicle barriers to aid in the department's efforts to provide safety and security to the community; and,

WHEREAS, bids were received from multiple vendors resulting in the low bid of \$51,000 from Meridian Rapid Defense Group; and,

WHEREAS, said bid has now been considered by the City Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of La Verne as follows:

Section 1. That said City Council does hereby find and determine that the bid of Meridian Rapid Defense Group is the lowest and most responsive, responsible bid for the purchase of 4 vehicle barriers.

Section 2. That the City Manager is hereby authorized on behalf of the City of La Verne to enter into a contract with Meridian Rapid Defense Group, for the purchase of vehicle barriers specifications and other data therein referred to.

Section 3. Funds in the amount of \$51,000 are appropriated from the Miscellaneous Grants Fund to the project within the Fiscal Year 2023-2024 Budget to purchase vehicle barriers.

Section 4. That the Mayor shall sign and the Assistant City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2024.

Mayor Tim Hepburn

ATTEST:

Debra Fritz, Deputy City Clerk

CERTIFICATION

I hereby certify that the foregoing **Resolution No. 24-02** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the **16th day of January 2024**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Fritz, Deputy City Clerk

City of La Verne, City Council Agenda Report



DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Cody A. Howing, City Engineer

SUBJECT: **AWARD OF CONTRACT FOR FISCAL YEAR 23-24 CDBG FUNDED CITY HALL ACCESSIBILITY IMPROVEMENTS PROJECT**

SUMMARY

This action will provide funding and award a construction contract to ACE Capital Engineering in the amount of \$395,132.25 for the 23-24 Community Development Block Grant (CDBG) City Hall Accessibility Improvements Project. The project will be funded in part by CDBG funds for the accessibility enhancement focused portions of project scope, with the remaining amount of work (paint and carpet) funded by American Rescue Plan Act (ARPA) funds.

RECOMMENDATION

It is recommended that the City Council:

1. Award a public works construction contract to ACE Capital Engineering, the lowest, most responsible bidder, in the amount of \$395,132.25 for the CDBG City Hall Accessibility Improvements Project (Project No. CF2304); and
2. Authorize staff to issue change orders not exceeding 10% of the construction budget for a total possible cost of \$434,645.48; and
3. Authorize staff to shift \$45,000 of ARPA (Fund 290) appropriations previously designated by City Council for "CIP / Outdoor Improvements Project" to the 23-24 CDBG City Hall Accessibility Improvement Project (Project No. CF2304) to provide additional funding for the project.

DISCUSSION

The La Verne City Hall is a critical facility providing service to the public for various needs connected to City services. The focus of this project is to make improvements to accessibility for features that would be typically used by public visiting the facility. Such improvements will enhance and support in the continued service of all visitors including those with limitations that would otherwise find difficulty with current conditions.

Each of the City's public service focused departments provides in-person customer service at the respective department counters in City Hall. Each of the three counter service areas will have the counters replaced with new material finishes and will include space that complies with the building code and Americans with Disabilities Act to ensure the counter height does not impede use by public visitors or employees.

This project will also include updating the restrooms located adjacent to the Community Service Department counter. Improvements will include new flooring, modifications to the women's restroom sink, lighting updates and fresh paint. Push button activated doors will be included in the City Hall restroom improvements. The accessible door systems will also be installed at restrooms in the community center, the exterior entryway door to the Community Services Department, and Council Chamber doors.

To accompany the accessibility improvements, the continuation of carpet replacement throughout City Hall and new interior paint will be included in the project to complement the accessibility focused enhancements included in the project scope.

Bid Process

The Public Works Department recently solicited bids for the project. The project was advertised on December 22nd and December 29th, 2023. A mandatory pre-bid meeting was held on December 28, 2023, to brief the potential bidders on details of labor compliance requirements that accompany the use of CDBG funds and to allow for bidders to walk through City Hall and review the scope of work prior to bidding. Out of five firms which downloaded the RFP, three firms attended the bid walk and a total of two bid proposals were received and opened via the electronic platform "Planet Bids" on January 2, 2024.

Following is a summary of the bid results including all base bid and additive alternate items recommended for award by City Staff:

BIDDER	TOTAL
ACE Capital Engineering	\$395,132.25
Leonida Builders, Inc.	\$450,012.50

Should the City Council award the project as recommended, the start of work is intended to be in late January. The project is planned to be completed in spring of 2024. While this work will impact services to visitors of City Hall, there is a scheduling requirement in the project to allow for phasing of the work to minimize this impact where feasible. Staff will work with the contractor to plan and modify operations so that at least one counter will be available to provide typical services during normal business hours while construction is underway. Similarly, the restrooms impacted by this work will be substituted for staff and visitors by temporary use of restrooms at the Community Center. Existing restrooms in City Hall near the Council Chambers will remain open during the work with minimal to no impact. Painting and carpet installation will also be scheduled to mostly occur during Friday and Saturdays to reduce impact to City Hall operations.

FISCAL ANALYSIS

The Engineer's Estimate for the base scope of work is \$400,000. The contract award and potential contingencies result in a project budget of \$434,645.48.

The Fiscal Year 23-24 Adopted Budget includes appropriations of \$390,000 within the Capital Improvement Program appropriated for the City Hall Accessibility Improvements Project (Proj. No. CF2304). Of this amount, \$200,000 is CDBG Funds (Fund 215) and \$190,000 is General Capital Improvement Funds (Fund 405).

With the prior appropriation of \$390,000, the budget estimated shortfall for this project is \$45,000. Staff's recommendation is to shift \$45,000 in ARPA appropriations (Fund 290) from the "CIP / Outdoor Improvements Project" previously designated for that use by City Council to the City Hall Accessibility Improvements Project, resulting in no additional appropriations being needed.

ENVIRONMENTAL ANALYSIS

This project is categorically exempt from the California Environmental Quality Act, Section 15301 Existing Facilities, and City of La Verne environmental guidelines.

During the development of construction documents for this project testing for Lead and Asbestos was also conducted. Neither material was detected from lab analysis of samples obtained.

LEGAL REVIEW

The City Attorney has reviewed and approved of this report.

ATTACHMENT(S)

1. Project Bid Summary



RKA
CONSULTING GROUP

(909) 594-9702
FAX (909) 594-2658

398 Lemon Creek Drive, Suite E • Walnut, CA 91789

Computed By: CAH

BID DATE: 1/2/2024
TIME: 1:00 P.M.
PLACE: La Verne City Hall

Summary of proposals received for:	
2023 - 24 CDBG City Hall Accessibility Improvement Project	
CITY OF LA VERNE	

Engineer's Estimate				ACE Capital Engineering		Leonida Builders, Inc.					
Item No.	Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization, Project Coordination, Furniture Relocation, and Work Area Preparation	1	LS	\$15,000.00	\$15,000.00	\$19,453.22	\$19,453.22	\$40,000.00	\$40,000.00		
2	Demolition of Administration and Public Works Counters Departments and Construction of New Counters	1	LS	\$40,000.00	\$40,000.00	\$26,193.40	\$26,193.40	\$30,000.00	\$30,000.00		
3	Demolition of Finance and Community Development Departments Counters and Construction of New Counters	1	LS	\$40,000.00	\$40,000.00	\$23,574.06	\$23,574.06	\$25,000.00	\$25,000.00		
4	Demolition of Community Service Department Counters and Construction of New Counters	1	LS	\$30,000.00	\$30,000.00	\$24,447.17	\$24,447.17	\$40,000.00	\$40,000.00		
5	Demolition of Men's and Women's Restroom, and Construction of Improvements	1	LS	\$70,000.00	\$70,000.00	\$29,556.50	\$29,556.50	\$45,000.00	\$45,000.00		
6	Repair, Clean and Paint all Interior Walls and trim	1	LS	\$65,000.00	\$65,000.00	\$81,490.57	\$81,490.57	\$45,000.00	\$45,000.00		
7	Construct New Interior Door Frame and Install Solid Core Slab Door with Push Exit Hardware	2	EA	\$5,250.00	\$10,500.00	\$9,701.26	\$19,402.52	\$12,500.00	\$25,000.00		
8	Construct New Interior Half Height Door Frame and Install Solid Core Slab Door	1	EA	\$4,000.00	\$4,000.00	\$5,820.75	\$5,820.75	\$25,000.00	\$25,000.00		
9	Furnish and Install Powered Automatic ADA Accessible Exterior Door System Complete	1	EA	\$8,000.00	\$8,000.00	\$11,641.51	\$11,641.51	\$40,000.00	\$40,000.00		
10	Furnish and Install Powered Automatic ADA Accessible Interior Door System Complete	5	EA	\$5,500.00	\$27,500.00	\$10,348.01	\$51,740.05	\$7,000.00	\$35,000.00		
11	Furnish and Install Carpet Tiles to match existing carpet tiles	11,250	SF	\$8.00	\$90,000.00	\$9.05	\$101,812.50	\$8.89	\$100,012.50		
	Total Base Bid			\$400,000.00		\$395,132.25		\$450,012.50			
	Comments					Apparent Low Bid					

City of La Verne, City Council Agenda Report



DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: JR Ranells, Assistant City Manager

SUBJECT: **RESOLUTION NO. 24-03 ADOPTING A SALARY CHART FOR PART-TIME EMPLOYEES AND AMENDING RESOLUTION NO. 23-85, A SALARY CHART FOR FULL-TIME EMPLOYEES TO UPDATE THE SALARY FOR AMBULANCE OPERATOR**

SUMMARY

The attached resolution and associated part-time salary table reflect adjustments in compensation resulting from increases in the California Minimum Wage. The proposed changes also include an adjustment to the full-time Ambulance Operator position since they are also tied to the statutory minimum wage of \$16 per hour.

RECOMMENDATION

It is recommended that the City Council adopt the attached Resolution titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, ADOPTING A SALARY CHART FOR PART-TIME EMPLOYEES AND AMENDING RESOLUTION NO. 23-85, A SALARY CHART FOR FULL-TIME EMPLOYEES TO UPDATE THE SALARY FOR AMBULANCE OPERATOR."

DISCUSSION

On January 1, 2024, the minimum wage in California increased from \$15.50 to \$16 per hour. To be in compliance with State law, La Verne employees making under \$16 per hour have been administratively adjusted. However, formal approval of the part-time salary table is needed to reflect the minimum wage increase as well as adjust other positions linked to minimum wage to prevent compaction issues between positions. Generally, part-time positions linked to minimum wage will increase a little over three percent (3%).

As part of the Fire Department's redeployment model, a classification and annual salary for full-time Ambulance Operator was approved by the City Council at the end of 2021. The annual salary was based on the prior minimum wage and adjustments need to be approved to reflect the current increase to \$16.

Staff is requesting the changes be effective on December 31, 2023, which coincides with the beginning of the new pay period.

FISCAL ANALYSIS

The recommended action is estimated to have a \$39,905 fiscal impact for the remainder of the 2023-24 Fiscal Year Budget. No appropriation is requested at this time as adjustments for the remainder of the fiscal year will be included in mid-year adjustments.

ENVIRONMENTAL ANALYSIS

Not applicable.

LEGAL REVIEW

This report was reviewed and approved by the City Attorney.

ATTACHMENTS

1. Resolution 24-03
2. January 2024 Part-time Salary Table

RESOLUTION NO. 24-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, ADOPTING A SALARY CHART FOR PART-TIME EMPLOYEES AND AMENDING RESOLUTION NO. 23-85, A SALARY CHART FOR FULL-TIME EMPLOYEES TO UPDATE THE SALARY FOR AMBULANCE OPERATOR

BE IT RESOLVED by the City Council of the City of La Verne as follows:

Section 1. The salary chart for part-time employees, effective December 31, 2023, attached hereto and made a part hereof by reference as though the same were set forth in full herein is hereby adopted.

Section 2. Resolution No. 23-47 is hereby repealed in its entirety.

Section 3. Resolution 23-85 pertaining to the salaries of full-time employees is hereby amended as follows effective December 31, 2023:

Ambulance Operator

Step1=\$33,280 Step2=\$34,944 Step3=\$36,691 Step4=\$38,526 Step5=\$40,452

Section 4. The Mayor shall sign and the Deputy City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

PASSED, APPROVED AND ADOPTED this 16th of January, 2024.

Mayor Tim Hepburn

ATTEST:

Debra Fritz, Deputy City Clerk

I hereby certify that the foregoing **Resolution No. 24-03** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the **16th day of January, 2024**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Fritz, Deputy City Clerk

Part-Time

GRADE	DESCRIPTION	STEP	CURRENT	Increase	UPDATED
601	PT-ACCOUNT CLERK I	1872 1	21.0585	0.00%	21.0585
	PT-ACCOUNT CLERK I	1872 2	22.1114	0.00%	22.1114
	PT-ACCOUNT CLERK I	1872 3	23.2175	0.00%	23.2175
	PT-ACCOUNT CLERK I	1872 4	24.3782	0.00%	24.3782
	PT-ACCOUNT CLERK I	1872 5	25.5976	0.00%	25.5976
602	PT-ADMIN. ANALYST	1872 1	28.3397	0.00%	28.3397
	PT-ADMIN. ANALYST	1872 2	29.7569	0.00%	29.7569
	PT-ADMIN. ANALYST	1872 3	31.2447	0.00%	31.2447
	PT-ADMIN. ANALYST	1872 4	32.8072	0.00%	32.8072
	PT-ADMIN. ANALYST	1872 5	34.4471	0.00%	34.4471
608	PT-ADMIN. BATTALION CHIEF	2080 1	72.4135	0.00%	72.4135
	PT-ADMIN. BATTALION CHIEF	2080 2	76.0341	0.00%	76.0341
	PT-ADMIN. BATTALION CHIEF	2080 3	79.8361	0.00%	79.8361
	PT-ADMIN. BATTALION CHIEF	2080 4	83.8274	0.00%	83.8274
	PT-ADMIN. BATTALION CHIEF	2080 5	88.0188	0.00%	88.0188
605	PT-ADMIN. CLERK I	1872 1	19.4460	0.00%	19.4460
	PT-ADMIN. CLERK I	1872 2	20.4184	0.00%	20.4184
	PT-ADMIN. CLERK I	1872 3	21.4396	0.00%	21.4396
	PT-ADMIN. CLERK I	1872 4	22.5111	0.00%	22.5111
	PT-ADMIN. CLERK I	1872 5	23.6369	0.00%	23.6369
603	PT-ADMIN. CLERK II	1872 1	21.4396	0.00%	21.4396
	PT-ADMIN. CLERK II	1872 2	22.5111	0.00%	22.5111
	PT-ADMIN. CLERK II	1872 3	23.6369	0.00%	23.6369
	PT-ADMIN. CLERK II	1872 4	24.8185	0.00%	24.8185
	PT-ADMIN. CLERK II	1872 5	26.0603	0.00%	26.0603
632	PT-ADMIN. FIRE CAPTAIN	2080 1	57.1630	0.00%	57.1630
	PT-ADMIN. FIRE CAPTAIN	2080 2	60.0202	0.00%	60.0202
	PT-ADMIN. FIRE CAPTAIN	2080 3	63.0216	0.00%	63.0216
	PT-ADMIN. FIRE CAPTAIN	2080 4	66.1726	0.00%	66.1726
	PT-ADMIN. FIRE CAPTAIN	2080 5	69.4817	0.00%	69.4817
606	PT-ADMINISTRATIVE INTERN	2080 1	15.5000	3.23%	16.0000
	PT-ADMINISTRATIVE INTERN	2080 2	16.2750	3.23%	16.8000
	PT-ADMINISTRATIVE INTERN	2080 3	17.0887	3.23%	17.6400
	PT-ADMINISTRATIVE INTERN	2080 4	17.9431	3.23%	18.5220
607	PT-ADMINISTRATIVE OFFICER	2080 1	57.1630	0.00%	57.1630
	PT-ADMINISTRATIVE OFFICER	2080 2	60.0202	0.00%	60.0202
	PT-ADMINISTRATIVE OFFICER	2080 3	63.0216	0.00%	63.0216
	PT-ADMINISTRATIVE OFFICER	2080 4	66.1726	0.00%	66.1726
	PT-ADMINISTRATIVE OFFICER	2080 5	69.4817	0.00%	69.4817

Part-Time

GRADE	DESCRIPTION		STEP	CURRENT	Increase	UPDATED
609	PT-ADMINISTRATIVE SEC.	1872	1	27.1253	0.00%	27.1253
	PT-ADMINISTRATIVE SEC.	1872	2	28.4821	0.00%	28.4821
	PT-ADMINISTRATIVE SEC.	1872	3	29.9051	0.00%	29.9051
	PT-ADMINISTRATIVE SEC.	1872	4	31.4005	0.00%	31.4005
	PT-ADMINISTRATIVE SEC.	1872	5	32.9714	0.00%	32.9714
613	PT-AMBULANCE OPERATOR	2080	1	15.5000	3.23%	16.0000
	PT-AMBULANCE OPERATOR	2080	2	16.2750	3.23%	16.8000
	PT-AMBULANCE OPERATOR	2080	3	17.0889	3.23%	17.6400
	PT-AMBULANCE OPERATOR	2080	4	17.9433	3.23%	18.5220
	PT-AMBULANCE OPERATOR	2080	5	18.8404	3.23%	19.4481
677	PT-APPRENTICE FIREFIGHTER		1	15.5000	3.23%	16.0000
610	PT-ASSISTANT PLANNER	1872	1	33.5614	0.00%	33.5614
	PT-ASSISTANT PLANNER	1872	2	35.2393	0.00%	35.2393
	PT-ASSISTANT PLANNER	1872	3	37.0016	0.00%	37.0016
	PT-ASSISTANT PLANNER	1872	4	38.8515	0.00%	38.8515
	PT-ASSISTANT PLANNER	1872	5	40.7943	0.00%	40.7943
611	PT-ASSISTANT POOL MANAGER	2080	1	20.2800	3.23%	20.9342
	PT-ASSISTANT POOL MANAGER	2080	2	21.2940	3.23%	21.9809
	PT-ASSISTANT POOL MANAGER	2080	3	22.3587	3.23%	23.0800
	PT-ASSISTANT POOL MANAGER	2080	4	23.4766	3.23%	24.2340
614	PT-AUTO PARTS TECHNICIAN	1872	1	22.2932	0.00%	22.2932
	PT-AUTO PARTS TECHNICIAN	1872	2	23.4075	0.00%	23.4075
	PT-AUTO PARTS TECHNICIAN	1872	3	24.5776	0.00%	24.5776
	PT-AUTO PARTS TECHNICIAN	1872	4	25.8068	0.00%	25.8068
	PT-AUTO PARTS TECHNICIAN	1872	5	27.0979	0.00%	27.0979
639	PT-CITY COUNCIL		1	-	0.00%	-
615	PT-CLERICAL ASSISTANT I	2080	1	15.5000	3.23%	16.0000
	PT-CLERICAL ASSISTANT I	2080	2	16.2750	3.23%	16.8000
	PT-CLERICAL ASSISTANT I	2080	3	17.0887	3.23%	17.6400
	PT-CLERICAL ASSISTANT I	2080	4	17.9431	3.23%	18.5219
617	PT-CLERICAL ASSISTANT II	2080	1	17.0887	3.23%	17.6400
	PT-CLERICAL ASSISTANT II	2080	2	17.9431	3.23%	18.5219
	PT-CLERICAL ASSISTANT II	2080	3	18.8402	3.23%	19.4480
	PT-CLERICAL ASSISTANT II	2080	4	19.7822	3.23%	20.4204
616	PT-CLERICAL ASSISTANT III	2080	1	18.8402	3.23%	19.4480
	PT-CLERICAL ASSISTANT III	2080	2	19.7822	3.23%	20.4204
	PT-CLERICAL ASSISTANT III	2080	3	20.7713	3.23%	21.4414
	PT-CLERICAL ASSISTANT III	2080	4	21.8099	3.23%	22.5135

Part-Time

GRADE	DESCRIPTION		STEP	CURRENT	Increase	UPDATED
619	PT-COMMUNICATIONS OFFICER	2080	1	29.1691	0.00%	29.1691
	PT-COMMUNICATIONS OFFICER	2080	2	30.6278	0.00%	30.6278
	PT-COMMUNICATIONS OFFICER	2080	3	32.1594	0.00%	32.1594
	PT-COMMUNICATIONS OFFICER	2080	4	33.7673	0.00%	33.7673
	PT-COMMUNICATIONS OFFICER	2080	5	35.4556	0.00%	35.4556
620	PT-COMPUTER OPERATOR	2080	1	17.2407	0.00%	17.2407
	PT-COMPUTER OPERATOR	2080	2	18.1027	0.00%	18.1027
	PT-COMPUTER OPERATOR	2080	3	19.0077	0.00%	19.0077
	PT-COMPUTER OPERATOR	2080	4	19.9582	0.00%	19.9582
623	PT-CROSSING GUARD	2080	1	15.5000	3.23%	16.0000
	PT-CROSSING GUARD	2080	2	16.2750	3.23%	16.8000
	PT-CROSSING GUARD	2080	3	17.0887	3.23%	17.6400
	PT-CROSSING GUARD	2080	4	17.9431	3.23%	18.5219
625	PT-CUST. SERV REP TRAINEE	2080	1	15.5000	3.23%	16.0000
	PT-CUST. SERV REP TRAINEE	2080	2	16.2750	3.23%	16.8000
	PT-CUST. SERV REP TRAINEE	2080	3	17.0887	3.23%	17.6400
	PT-CUST. SERV REP TRAINEE	2080	4	17.9431	3.23%	18.5219
626	PT-DEPUTY EMRGNCY OPS CHF	2080	1	75.1846	0.00%	75.1846
	PT-DEPUTY EMRGNCY OPS CHF	2080	2	78.9440	0.00%	78.9440
	PT-DEPUTY EMRGNCY OPS CHF	2080	3	82.8912	0.00%	82.8912
	PT-DEPUTY EMRGNCY OPS CHF	2080	4	87.0357	0.00%	87.0357
	PT-DEPUTY EMRGNCY OPS CHF	2080	5	91.3874	0.00%	91.3874
624	PT-DEPUTY FIRE MARSHAL	2080	1	43.7490	0.00%	43.7490
690	PT-ELECTION ASSISTANT	2080	1	17.0690	0.00%	17.0690
	PT-ELECTION ASSISTANT	2080	2	17.9275	0.00%	17.9275
	PT-ELECTION ASSISTANT	2080	3	18.8264	0.00%	18.8264
	PT-ELECTION ASSISTANT	2080	4	19.7662	0.00%	19.7662
628	PT-ELECTION COORDINATOR		1	53.0000	0.00%	53.0000
618	PT-ELECTION OFFICIAL	2080	1	15.5000	3.23%	16.0000
	PT-ELECTION OFFICIAL	2080	2	16.2750	3.23%	16.8000
	PT-ELECTION OFFICIAL	2080	3	17.0887	3.23%	17.6400
	PT-ELECTION OFFICIAL	2080	4	17.9431	3.23%	18.5219
627	PT-ENGINEERING AIDE	2080	1	15.5000	3.23%	16.0000
	PT-ENGINEERING AIDE	2080	2	16.2750	3.23%	16.8000
	PT-ENGINEERING AIDE	2080	3	17.0887	3.23%	17.6400
	PT-ENGINEERING AIDE	2080	4	17.9431	3.23%	18.5219
629	PT-EQ.MECHANIC's AIDE	2080	1	15.5000	3.23%	16.0000
	PT-EQ.MECHANIC's AIDE	2080	2	16.2750	3.23%	16.8000
	PT-EQ.MECHANIC's AIDE	2080	3	17.0887	3.23%	17.6400

Part-Time

GRADE	DESCRIPTION	STEP	CURRENT	Increase	UPDATED
	PT-EQ.MECHANIC's AIDE	2080 4	17.9431	3.23%	18.5219
636	PT-FINANCE MANAGER	1872 1	58.1453	0.00%	58.1453
	PT-FINANCE MANAGER	1872 2	61.0529	0.00%	61.0529
	PT-FINANCE MANAGER	1872 3	64.1052	0.00%	64.1052
	PT-FINANCE MANAGER	1872 4	67.3109	0.00%	67.3109
	PT-FINANCE MANAGER	1872 5	70.6763	0.00%	70.6763
638	PT-FIRE MARSHAL	1872 1	58.4284	0.00%	58.4281
	PT-FIRE MARSHAL	1872 2	61.3499	0.00%	61.3495
	PT-FIRE MARSHAL	1872 3	64.4172	0.00%	64.4170
	PT-FIRE MARSHAL	1872 4	67.6378	0.00%	67.6379
	PT-FIRE MARSHAL	1872 5	71.0198	0.00%	71.0198
634	PT-FIRE PREVENTION AIDE	2080 1	15.5000	3.23%	16.0000
	PT-FIRE PREVENTION AIDE	2080 2	16.2750	3.23%	16.8000
	PT-FIRE PREVENTION AIDE	2080 3	17.0887	3.23%	17.6400
	PT-FIRE PREVENTION AIDE	2080 4	17.9431	3.23%	18.5219
630	PT-FIRE SAFETY SPECIALIST	1872 1	31.8626	0.00%	31.8626
	PT-FIRE SAFETY SPECIALIST	1872 2	33.4554	0.00%	33.4554
	PT-FIRE SAFETY SPECIALIST	1872 3	35.1282	0.00%	35.1282
	PT-FIRE SAFETY SPECIALIST	1872 4	36.8847	0.00%	36.8847
	PT-FIRE SAFETY SPECIALIST	1872 5	38.7293	0.00%	38.7293
633	PT-GRADUATE INTERN	2080 1	15.5000	3.23%	16.0000
	PT-GRADUATE INTERN	2080 2	16.2750	3.23%	16.8000
	PT-GRADUATE INTERN	2080 3	17.0887	3.23%	17.6400
	PT-GRADUATE INTERN	2080 4	17.9431	3.23%	18.5219
635	PT-LABORER	2080 1	15.5000	3.23%	16.0000
	PT-LABORER	2080 2	16.2750	3.23%	16.8000
	PT-LABORER	2080 3	17.0887	3.23%	17.6400
	PT-LABORER	2080 4	17.9431	3.23%	18.5219
637	PT-LIFEGUARD	2080 1	16.2750	3.23%	16.8000
	PT-LIFEGUARD	2080 2	17.0887	3.23%	17.6400
	PT-LIFEGUARD	2080 3	17.9431	3.23%	18.5219
	PT-LIFEGUARD	2080 4	18.8403	3.23%	19.4481
612	PT-MAINTENANCE WORKER I	1872 1	22.2932	0.00%	22.2932
	PT-MAINTENANCE WORKER I	1872 2	23.4075	0.00%	23.4075
	PT-MAINTENANCE WORKER I	1872 3	24.5776	0.00%	24.5776
	PT-MAINTENANCE WORKER I	1872 4	25.8068	0.00%	25.8068
	PT-MAINTENANCE WORKER I	1872 5	27.0979	0.00%	27.0979
640	PT-MOBILE COMMND PST OPRT	1	55.1693	0.00%	55.1693
642	PT-PARK INTERN	2080 1	15.5000	3.23%	16.0000

Part-Time

GRADE	DESCRIPTION		STEP	CURRENT	Increase	UPDATED
	PT-PARK INTERN	2080	2	16.2750	3.23%	16.8000
	PT-PARK INTERN	2080	3	17.0887	3.23%	17.6400
	PT-PARK INTERN	2080	4	17.9431	3.23%	18.5219
644	PT-PARKING CITAT HEAR OFC		1	60.0000	0.00%	60.0000
646	PT-PARKS WORKER I	2080	1	15.5000	3.23%	16.0000
	PT-PARKS WORKER I	2080	2	16.2750	3.23%	16.8000
	PT-PARKS WORKER I	2080	3	17.0887	3.23%	17.6400
	PT-PARKS WORKER I	2080	4	17.9431	3.23%	18.5219
649	PT-PLANNING INTERN	2080	1	15.5000	3.23%	16.0000
	PT-PLANNING INTERN	2080	2	16.2750	3.23%	16.8000
	PT-PLANNING INTERN	2080	3	17.0887	3.23%	17.6400
	PT-PLANNING INTERN	2080	4	17.9431	3.23%	18.5219
651	PT-POLICE AIDE I	1872	1	21.1346	0.00%	21.1346
	PT-POLICE AIDE I	1872	2	22.1914	0.00%	22.1914
	PT-POLICE AIDE I	1872	3	23.3018	0.00%	23.3018
	PT-POLICE AIDE I	1872	4	24.4669	0.00%	24.4669
	PT-POLICE AIDE I	1872	5	25.6902	0.00%	25.6902
652	PT-POLICE AIDE II	1872	1	23.3018	0.00%	23.3018
	PT-POLICE AIDE II	1872	2	24.4669	0.00%	24.4669
	PT-POLICE AIDE II	1872	3	25.6902	0.00%	25.6902
	PT-POLICE AIDE II	1872	4	26.9747	0.00%	26.9747
	PT-POLICE AIDE II	1872	5	28.3238	0.00%	28.3238
655	PT-POLICE CADET	2080	1	15.8100	3.23%	16.3200
	PT-POLICE CADET	2080	2	16.6005	3.23%	17.1360
	PT-POLICE CADET	2080	3	17.4305	3.23%	17.9928
	PT-POLICE CADET	2080	4	18.3020	3.23%	18.8924
604	PT-POLICE CLERK I	1872	1	21.1346	0.00%	21.1346
	PT-POLICE CLERK I	1872	2	22.1914	0.00%	22.1914
	PT-POLICE CLERK I	1872	3	23.3018	0.00%	23.3018
	PT-POLICE CLERK I	1872	4	24.4669	0.00%	24.4669
	PT-POLICE CLERK I	1872	5	25.6902	0.00%	25.6902
654	PT-POOL AIDE	2080	1	15.5000	3.23%	16.0000
	PT-POOL AIDE	2080	2	16.2750	3.23%	16.8000
	PT-POOL AIDE	2080	3	17.0887	3.23%	17.6400
	PT-POOL AIDE	2080	4	17.9431	3.23%	18.5219
656	PT-POOL CASHIER	2080	1	15.5000	3.23%	16.0000
	PT-POOL CASHIER	2080	2	16.2750	3.23%	16.8000
	PT-POOL CASHIER	2080	3	17.0887	3.23%	17.6400
	PT-POOL CASHIER	2080	4	17.9431	3.23%	18.5219

Part-Time

GRADE	DESCRIPTION	STEP	CURRENT	Increase	UPDATED
657	PT-POOL INSTRUCTOR I	2080 1	18.8402	3.23%	19.4480
	PT-POOL INSTRUCTOR I	2080 2	19.7822	3.23%	20.4204
	PT-POOL INSTRUCTOR I	2080 3	20.7713	3.23%	21.4414
	PT-POOL INSTRUCTOR I	2080 4	21.8098	3.23%	22.5134
661	PT-POOL MANAGER	2080 1	24.1000	3.23%	24.8775
	PT-POOL MANAGER	2080 2	25.3050	3.23%	26.1213
	PT-POOL MANAGER	2080 3	26.5703	3.23%	27.4275
	PT-POOL MANAGER	2080 4	27.8988	3.23%	28.7988
663	PT-PRESCHOOL ASSISTANT	2080 1	15.5000	3.23%	16.0000
	PT-PRESCHOOL ASSISTANT	2080 2	16.2750	3.23%	16.8000
	PT-PRESCHOOL ASSISTANT	2080 3	17.0887	3.23%	17.6400
	PT-PRESCHOOL ASSISTANT	2080 4	17.9431	3.23%	18.5219
664	PT-PRESCHOOL COORDINATOR	2080 1	19.7822	3.23%	20.4204
	PT-PRESCHOOL COORDINATOR	2080 2	20.7713	3.23%	21.4414
	PT-PRESCHOOL COORDINATOR	2080 3	21.8098	3.23%	22.5134
	PT-PRESCHOOL COORDINATOR	2080 4	22.9002	3.23%	23.6390
665	PT-PRESCHOOL INSTRUCTOR	2080 1	17.0887	3.23%	17.6400
	PT-PRESCHOOL INSTRUCTOR	2080 2	17.9431	3.23%	18.5219
	PT-PRESCHOOL INSTRUCTOR	2080 3	18.8402	3.23%	19.4480
	PT-PRESCHOOL INSTRUCTOR	2080 4	19.7822	3.23%	20.4204
667	PT-REC. COORDINATOR	1872 1	26.7970	0.00%	26.7970
	PT-REC. COORDINATOR	1872 2	28.1373	0.00%	28.1373
	PT-REC. COORDINATOR	1872 3	29.5438	0.00%	29.5438
	PT-REC. COORDINATOR	1872 4	31.0214	0.00%	31.0214
	PT-REC. COORDINATOR	1872 5	32.5721	0.00%	32.5721
669	PT-REC. LEADER I	2080 1	15.5000	3.23%	16.0000
	PT-REC. LEADER I	2080 2	16.2750	3.23%	16.8000
	PT-REC. LEADER I	2080 3	17.0887	3.23%	17.6400
	PT-REC. LEADER I	2080 4	17.9431	3.23%	18.5219
670	PT-REC. LEADER II	2080 1	17.0887	3.23%	17.6400
	PT-REC. LEADER II	2080 2	17.9431	3.23%	18.5219
	PT-REC. LEADER II	2080 3	18.8402	3.23%	19.4480
	PT-REC. LEADER II	2080 4	19.7822	3.23%	20.4204
672	PT-REC. SPECIALIST I	2080 1	17.9431	3.23%	18.5219
	PT-REC. SPECIALIST I	2080 2	18.8402	3.23%	19.4480
	PT-REC. SPECIALIST I	2080 3	19.7822	3.23%	20.4204
	PT-REC. SPECIALIST I	2080 4	20.7713	3.23%	21.4414
674	PT-REC SPECIALIST II	2080 1	19.7822	3.23%	20.4204
	PT-REC SPECIALIST II	2080 2	20.7713	3.23%	21.4414
	PT-REC SPECIALIST II	2080 3	21.8098	3.23%	22.5134

Part-Time

GRADE	DESCRIPTION	STEP	CURRENT	Increase	UPDATED
	PT-REC SPECIALIST II	2080 4	22.9002	3.23%	23.6390
675	PT-REC. SPECIALIST III	2080 1	21.8098	3.23%	22.5134
	PT-REC. SPECIALIST III	2080 2	22.9002	3.23%	23.6390
	PT-REC. SPECIALIST III	2080 3	24.0452	3.23%	24.8209
	PT-REC. SPECIALIST III	2080 4	25.2474	3.23%	26.0619
676	PT-REC. SPECIALIST IV	2080 1	24.0452	3.23%	24.8209
	PT-REC. SPECIALIST IV	2080 2	25.2474	3.23%	26.0619
	PT-REC. SPECIALIST IV	2080 3	26.5097	3.23%	27.3649
	PT-REC. SPECIALIST IV	2080 4	27.8351	3.23%	28.7331
678	PT-RESERVE FIREFIGHTER	1	16.0000	0.00%	16.0000
682	PT-RESERVE POLICE OFC III	1	46.0262	0.00%	46.0262
680	PT-RESERVE POLICE OFCR I	1	46.0262	0.00%	46.0262
681	PT-RESERVE POLICE OFCR II	1	46.0262	0.00%	46.0262
686	PT-SENIOR MNGMNT ANALYST	1872 1	41.8718	0.00%	41.8718
	PT-SENIOR MNGMNT ANALYST	1872 2	43.9658	0.00%	43.9658
	PT-SENIOR MNGMNT ANALYST	1872 3	46.1640	0.00%	46.1640
	PT-SENIOR MNGMNT ANALYST	1872 4	48.4722	0.00%	48.4722
	PT-SENIOR MNGMNT ANALYST	1872 5	50.8958	0.00%	50.8958

City of La Verne, City Council Agenda Report



DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Kimberly Hall Barlow, City Attorney

SUBJECT: **RESOLUTION APPOINTING CITY MANAGER AS CITY CLERK**

SUMMARY

This item approves a Resolution appointing the City Manager as the City Clerk, with no additional compensation.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 24-04 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPOINTING THE CITY MANAGER AS THE CITY CLERK."

DISCUSSION

For years, the City, due to its staffing size, has staffed the City Clerk's office with an Assistant City Clerk and has deputized the Administrative Clerk II position as a Deputy City Clerk. In such a system, the City Manager is typically designated as the City Clerk but all administrative and attesting duties are designated to the Assistant City Clerk or other deputized positions per La Verne Municipal Code (LVMC) Section 2.16.020. While the City Manager traditionally serves as the "City Clerk," there is no resolution appointing the City Clerk position as called for by LVMC Section 2.16.030.

Accordingly, with the retirement of the Assistant City Clerk on January 11, 2024, who was designated by City Council Resolution on December 18, 2023, as the City Clerk, it is recommended that the City Council adopt a new Resolution appointing the City Manager as the City Clerk. The addition of the City Clerk title to the City Manager position will not include any increase of compensation and Section 2.16.010, which also includes the execution of a bond for faithful performance, will be waived. The City Clerk function within the Administrative Department will include the City Manager as City Clerk and a Deputy City Clerk position who will perform the administrative duties to include the majority of attestation of official records (resolutions, ordinances, etc.), and the Administrative Analyst position will be deputized to attest for redundancy purposes.

FISCAL ANALYSIS

No fiscal impact due to no compensation increase related to this action.

ENVIRONMENTAL ANALYSIS

Not applicable.

LEGAL REVIEW

The City Attorney has reviewed and approved this item.

ATTACHMENTS

Resolution No. 24-04

RESOLUTION NO. 24-04

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LA VERNE, CALIFORNIA, NAMING THE CITY MANAGER AS CITY CLERK**

WHEREAS, under La Verne Municipal Code Section 2.16.030 the City Clerk is appointed by the City Council; and

WHEREAS, the City Clerk's office of the City of La Verne is a division of the Administrative Department, with the City Manager provided the title only, with no additional or separate compensation; and

WHEREAS, the administrative functions of the City Clerk's office are distributed between the positions of the City Manager, Deputy City Clerk, and Administrative Analyst, or as otherwise determined by the City Manager due to staffing and budgeting needs; and

WHEREAS, La Verne Municipal Code Section 2.16.010 related to compensation and bonding requirements is hereby waived as no additional compensation will be provided to the City Manager position for serving as the City Clerk.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of La Verne as follows:

Section 1. The City Manager will be named as the City Clerk of the City of La Verne effective January 16, 2024. No bond shall be required.

Section 2. The Mayor shall sign and the Deputy City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2024.

Mayor Tim Hepburn

Debra Fritz, Deputy City Clerk

CERTIFICATION

I hereby certify that the foregoing **Resolution No. 24-04** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the **16th day of January, 2024**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Fritz, Deputy City Clerk

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City of La Verne, City Council

Agenda Report



DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Candice Bowcock, Principal Planner

SUBJECT: **COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR 2024-2025**

SUMMARY

This is the 50th funding year for the Community Development Block Grant Program. According to the Los Angeles County CDBG Bulletin, the City of La Verne will be allocated approximately \$154,782 in Community Development Block Grant (CDBG) funds.

RECOMMENDATION

That the City Council approve Resolution No. 24-05 titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND SELECTING CERTAIN PROJECTS FOR FUNDING IN THE FISCAL YEAR 2024 – 2025."

DISCUSSION

The City of La Verne will be eligible to receive an estimated \$154,782 in Community Development Block Grant (CDBG) funds for fiscal year 2024-25. The recommendation for approval is made after consideration of the federal allocation requirements and the desire to continue the existing public service program given the estimated 2024-2025 CDBG allocations:

2024-2025 CDBG Allocation	\$154,782
Senior Hot Lunch Program	\$23,217
Sidewalk Repairs	\$100,000
Unallocated:	\$31,565

Public service programs, according to a Community Development Commission regulation, may not exceed 15% of the yearly grant (\$23,217) and each program must be funded a minimum of \$10,000. The Senior Hot Lunch Program has been operating successfully with CDBG funds for over 20 years. Staff is recommending the Senior Lunch Program be funded for the full 15% of the public service allocation, by funding the full amount of \$23,217. As identified in previous years, due to expanding regulatory criteria, it is difficult for La Verne to find programs that will be deemed eligible, e.g. meeting the national objective of assisting low/moderate income persons.

One main challenge is the fact that there are no longer Census blocks within the City that qualify as 51% low/mod. This finding prohibits programs that would qualify as having an area wide benefit within the community such as park improvements, street or alley improvements and public facility improvements.

The following are proposed for City Council consideration:

PUBLIC SERVICE PROGRAM – SENIOR HOT LUNCH PROGRAM

This year, staff recommends that the Senior Hot Lunch Program, which has been funded for the past several years, be continued and funded a total of \$23,217. Staff cannot recommend funding or the creation of any additional new public service programs due to the limited funds available. Based on the current year allocation, the maximum amount that can be used for public service programs is \$23,217.

SIDEWALK REPAIRS

In previous years, the City Council allocated CDBG funding for the sidewalk repair program that provides for removal of architectural barriers on damaged sidewalks for various locations throughout the City, benefitting those with disabilities and seniors. Staff is asking that the City Council approve the allocation of \$100,000 towards this program.

UNALLOCATED FUNDS

The total unallocated funds from this year is \$31,565. While in the past the City has struggled to fund eligible projects, prior year allocations are scheduled to be expended, meeting federal and Community Development Commission timeline requirements. Current year unallocated funds will be combined in future years for projects within required expenditure timelines.

FISCAL ANALYSIS

No fiscal impact in the current fiscal year budget as funding will be appropriated in the next budget year.

ENVIRONMENTAL ANALYSIS

Not applicable.

LEGAL REVIEW

This item meets all applicable legal requirements of the CDBG program.

ATTACHMENTS

1. Resolution Number 24-06

RESOLUTION NO. 24-06

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE,
CALIFORNIA, APPROVING PARTICIPATION IN THE COMMUNITY
DEVELOPMENT BLOCK GRANT PROGRAM AND SELECTING CERTAIN
PROJECTS FOR FUNDING IN THE FISCAL YEAR 2024 – 2025**

WHEREAS, the City of La Verne participates in the Community Development Block Grant program through the Los Angeles County Urban County Program; and

WHEREAS, the County has indicated that the City of La Verne will be allocated approximately \$154,782 in funds for projects which primarily benefit low- and moderate-income persons; and

WHEREAS, a duly noticed public hearing was posted on December 26, 2023 for the purpose of receiving public input on projects for funding;

NOW THEREFORE, the City Council of the City of La Verne **DETERMINES AND DIRECTS** as follows:

Section 1. Staff is instructed to submit the CDBG Program Planning Summary for approval to the Los Angeles County Community Development Commission with funding for the following programs in the specified amounts for fiscal year 2024-2025, as recommended in the staff report dated January 16, 2024:

2024-2025 CDBG Allocation	\$154,782
Senior Hot Lunch Program	\$23,217
Sidewalk Repairs	\$100,000
Unallocated:	\$31,565

Section 2. Staff is authorized to adjust the program budget as necessary to take into account the final CDBG allocation from the U.S. Department of Housing and Urban Development and any amounts remaining unspent at the close of the fiscal year.

Section 3. That the Mayor shall sign and the City Clerk shall attest to the passage and adoption of this Resolution.

Section 4. The City Manager shall be authorized to submit the application and to sign all necessary forms and agreements for implementing the programs.

PASSED, APPROVED AND ADOPTED this 16th day of January, 2024.

Mayor Tim Hepburn

ATTEST:

Debra Fritz, Deputy City Clerk

I hereby certify that the foregoing **Resolution No. 24-06** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the **16th day of January, 2024** by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Fritz, Deputy City Clerk

City of La Verne, City Council Agenda Report



DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Andrea Blockinger, Administrative Analyst

SUBJECT: LEGISLATIVE PLATFORM FOR THE 2024 LEGISLATIVE SESSION

SUMMARY

Adoption of the 2024 Legislative Platform will help define the City's interests on priority issues and provide a framework for advocacy efforts at the federal, state, and local levels. This item is continued from the December 4 and 16, 2023, City Council meetings to allow for additional resident input on the Platform.

RECOMMENDATION

It is recommended that the City Council adopt the 2024 Legislative Platform.

DISCUSSION

During the December 4, 2023, City Council meeting, the draft 2024 Legislative Platform was proposed to the City Council for approval. Based on feedback, the City Council directed City staff to continue the discussion at the December 18, 2023, and January 16, 2024, City Council Meetings.

To allow more engagement regarding the Legislative Platform, a page was developed on the City website at cityoflaverne.org/legislation where residents can learn more about the legislative process and the intent behind developing a Legislative Platform. Residents also have the opportunity to submit questions or comments regarding the Platform and subscribe to receive updates regarding the Legislative Platform and all position letters that are submitted to the legislature.

FISCAL ANALYSIS

None.

LEGAL REVIEW

This report was reviewed and approved by the City Attorney.

ATTACHMENTS

1. Legislative Platform Agenda Report from the December 4, 2023, City Council Meeting
2. Draft 2024 Legislative Platform

City of La Verne, City Council Agenda Report



Continued to the December
18, 2023 regular meeting of
the La Verne City Council.

DATE: December 4, 2023

TO: Honorable Mayor and City Council

FROM: Andrea Blockinger, Administrative Analyst

SUBJECT: Legislative Platform for the 2024 Legislative Session

SUMMARY

Adoption of the 2024 Legislative Platform will help define the City's interests on priority issues and provide a framework for advocacy efforts at the federal, state, and local levels. The policy guidelines and statements included in the proposed 2024 Legislative Platform will allow City staff to address legislative and regulatory issues in a timely and focused manner.

RECOMMENDATION

It is recommended that the City Council approve the Legislative Platform for the 2024 legislative session.

ALTERNATIVE RECOMMENDATION

It is recommended that the City Council provide further direction on the Legislative Platform and request that the matter be brought back at the January 2024 meeting.

DISCUSSION

In the realm of local governance, the influence of state and federal legislation is undeniable. The City Council, guided by its goals, the established General Plan, the Old Town La Verne Specific Plan, and other relevant policy documents, has articulated its current stances. However, the absence of a legislative platform leaves the City vulnerable to the potential adverse impacts of proposed legislation on its policies. To address this gap and enhance the City's ability to either safeguard its policies or endorse legislation aligning with its objectives, the implementation of a legislative platform is recommended.

Currently, the City of La Verne does not have a legislative platform. As legislation moves through the State Legislature or Congress, and the City becomes aware of a need to oppose or support the measure collectively as the City Council, a City Council meeting is the only forum currently available for discussion of the proposed measure. Occasionally, staff is unable to respond to a legislative proposal due to time constraints of bringing the matter before the City Council for consideration at a regularly scheduled meeting. The development of a legislative platform allows the City to actively participate in the legislative process and respond to proposed bills or related policy matters in a timely manner.

Representatives from every department collaborated with Townsend Public Affairs, an advocacy agency with whom the City contracts for grant and legislative affairs, to develop the 2024 Legislative Platform.

The Legislative Platform is organized in the following manner:

1. **Purpose** – Defines the goal of the Legislative Platform
2. **Guiding Principles** – Identifies the overarching values of the City that shape the policy statements, which are:
 - a. Preserving Local Control
 - b. Promoting Fiscal Stability
 - c. Supporting Funding Opportunities
3. **Policy Statements by Topic** – Lists support and opposition statements by focused categories, which are:
 - a. Community and Recreation Services
 - b. Economic Development
 - c. Environment
 - d. Governance and Transparency
 - e. Homelessness
 - f. Housing, Community Development, and Land Use
 - g. Human Resources and Risk Management
 - h. Public Safety
 - i. Transportation, Infrastructure, and Public Works

Upon adoption, the 2024 Legislative Platform will reside on the City website on the City Manager page along with position letters submitted to the Legislature and Members of Congress. Moreover, it will be distributed to elected officials representing the City, effectively conveying the City's positions on crucial policy matters and legislative discussions. By providing clear direction to staff and City advocates, these platforms streamline the position-taking process, ensuring an efficient and cohesive advocacy approach on legislative matters.

Moving forward, the Legislative Platform will be reviewed annually and brought before Council for review and adoption in the fall before the start of the legislative sessions in the following year.

FISCAL ANALYSIS

None.

LEGAL REVIEW

The City Attorney has reviewed this report and approved it as to form.

ATTACHMENTS

1. 2024 Proposed Legislative Platform
2. 2023 Legislative Overview
3. Presentation



CITY OF LA VERNE 2024 LEGISLATIVE PLATFORM

Adopted (Date)

PURPOSE

The 2024 Legislative Platform provides a framework for the City of La Verne's Legislative Program. Adopted annually, the City's Legislative Platform serves as a reference guide for legislative positions and objectives that provide direction for City Staff throughout the year. The Legislative Platform is an embodiment of the City Council Goals and is the foundation of a strategic and focused advocacy strategy. Below are the Guiding Principles and Policy Statements that will allow City staff to address 2024 legislative and regulatory issues in a timely manner, without precluding the consideration of additional legislative and budget issues that may arise during the legislative session.

GUIDING PRINCIPLES

I. PRESERVE LOCAL CONTROL

Preserve and protect the City's powers, duties and prerogatives to enact local legislation and policy direction concerning local affairs and oppose legislation that preempts local authority, including local control over zoning decisions. Local agencies should preserve authority and accountability for revenues raised and services provided.

II. PROMOTE FISCAL STABILITY

Support measures that promote fiscal stability, predictability, financial independence, and preserve the City's revenue base and maximum local control over local government budgeting. Oppose measures that shift local funds to the County, State or Federal Governments and/or make cities more dependent on the County, State or Federal Governments for financial stability, such as unfunded mandates or mandated costs with no guarantee of local reimbursement or offsetting benefits.

III. SUPPORT FUNDING OPPORTUNITIES

Support opportunities that allow the City to compete for its fair share of regional, state and federal funding. Support funding for programs including, but not limited to economic development such as infrastructure investment and housing, transportation projects including road resurfacing, bicycle and pedestrian safety, multi-modal transportation systems and transit-oriented development, air quality, water quality and local water reliability, parks and recreation, historic preservation, natural resources, hazard mitigation, public safety and public health.

POLICY STATEMENTS

Community and Recreation Services

1. Support legislation that would provide funding for the acquisition, development and/or operation of park and recreation facilities that serve underprivileged children, families, and older adults and which promote and enhance the physical health and well-being of children, youth, adults, and seniors.
2. Support continued state funding for local art, cultural, and music programs.
3. Support the operation and service of non-emergency human services and disaster information resources.
4. Support state and federal funding for school-based job training programs to produce more job placement opportunities in collaboration with municipal services.
5. Support local government funding opportunities for new recreation resources and for ongoing operations and maintenance of existing parks.
6. Support legislation that distributes bond funds as competitive monies to a range of State agencies and does not limit funds based on geographic location or scope of need.
7. Support legislation for funding opportunities for ADA facility and park upgrades.
8. Oppose efforts that erode funding for vital regional and community services that negatively impact Californian's access to parks, open space, resources.

Economic Development

9. Support international, statewide, regional, and local efforts to attract, retain, and provide resources for current and future commercial and industrial businesses.
10. Support policies and programs that encourage working with other cities, counties and government agencies to jointly leverage resources and assets to create and strengthen economic clusters within the region.
11. Support policies, projects, programs, and regulations for diversifying La Verne's manufacturing base and facilitating investment in the City's industrial areas that will result in maintaining or growing local jobs and creating an environment that is attractive to high tech, research and development, business incubators, manufacturers, transportation and warehouse logistic companies, services, and other emerging industries.
12. Support economic development initiatives that preserve and enhance a positive business climate and maintain and grow the business tax base.
13. Support efforts to allow cities to recapture the true values of redevelopment and successor agency funds.

Environment

14. Support continued funding and incentives to local agencies to work together to improve air quality through the reduction of emissions and advancing economic and technical developments.
15. Support and monitor legislation that increases the availability of, and funding for, water conservation, water reuse technologies, water recycling, local water storage, storm water, and other water supply technologies such as the Groundwater Replenishment System project.
16. Monitor the development of a state framework for long term water conservation measures and advocate for a science-based approach to indoor water use standards.

17. Support efforts to streamline and improve the state and federal environmental review processes and prevent environmental review from being weaponized to the City's detriment.
18. Support funding for the retrofitting of municipal buildings to increase energy efficiency.
19. Support legislation and funding that assist cities and local businesses with state mandated organics recycling requirements.
20. Support policies that provide funding and flexibility for performing wildfire fuel modification.

Governance and Transparency

21. Support local government action, rather than the imposition of state, federal or regional mandates upon local governments, as well as federal mandates placed on the state.
22. Support maximum flexibility for local government in contracting and contract negotiations.
23. Support open government initiatives as well as the principles of the open meetings provisions of the Ralph M. Brown Act at all levels of government.
24. Support efforts to provide local legislative bodies with additional flexibilities regarding remote meetings and Ralph M. Brown Act requirements.
25. Support legislation that preserves the ability of local governments to determine the appropriate type of election system for their jurisdiction.
26. Support efforts by the State to increase funding into the California State Controller's State Mandated Programs reimbursement program.
27. Oppose legislation and unfunded mandates imposing impractical requirements on records collection and retention.
28. Oppose policies that would increase the voter threshold for local revenue measures or would increase the potential for litigation over local taxes and fees.
29. Oppose legislation that would lessen the ability of local governments to enforce contractual language agreed to and contained within existing franchise documents.

Homelessness and Mental Health

30. Support the allocation of new funding for homelessness and mental health services, the construction of transitional housing and mental health facilities, and prioritization of regional collaborations delivering outreach, engagement, and clinical services.
31. Support legislation that requires counties to partner with cities when receiving a direct allocation of homeless funds and has a regional focus.
32. Support legislative changes to Coordinated Entry requirements that allow local governments to prioritize based on local unsheltered needs.
33. Support legislative efforts that have a focus on keeping people in housing, once placed, for many years.
34. Support investments in mental health treatment across the continuum of care, including efforts to support or encourage the creation of additional board and care beds as well as subacute treatment and psychiatric skilled nursing facilities.
35. Support for funding sources to develop local Homelessness/Mental Health Plans.

Housing, Community Development, and Land Use

36. Support incentive-based housing legislation to encourage expanding housing supply in the City, including flexibility for local jurisdictions to work together to provide housing that counts towards Regional Housing Needs Assessment (RHNA) requirements.

37. Support legislation that preserves local discretion in the assessment, collection, and usage of development fees.
38. Support housing policies that maintain local control and allow local governments to make decisions on local zoning and density requirements.
39. Support legislation that preserves local flexibility in the adoption and implementation of health and safety standards contained in the building codes.
40. Support funding and tax incentives for the identification, acquisition, maintenance, adaptive reuse, and restoration of historic sites and structures.
41. Support housing measures that promote the development and enhancement of safe and affordable housing and accessible housing within the City for all economic segments of the population, while still retaining local control.
42. Support legislation that maintains City authority over the conditions and classifications of mobile home park residencies within the eight mobile home parks located and/or operated by the City.
43. Support policies and funding that supports affordable housing production for seniors.
44. Support changes to RHNA methodology that is flexible and considers the demographics, geography, land use patterns, socio-economic makeup of the community, job growth and housing needs so the difference of each community is carefully considered.
45. Support legislation that protects areas designated as single-family homes as the City recognizes the benefits of having single-family homes as an alternative for housing.
46. Support policies and funding for wildfire resilience for communities within very high fire hazard severity zones.
47. Oppose additional affordable housing production mandates unless funding is appropriated to finance the mandate.
48. Oppose legislation that prohibits the imposition of parking minimums.
49. Oppose legislation that further expands the applicability of ministerially streamlined developments within the City that are not consistent with the General Plan.

Human Resources and Risk Management

50. Support pension reform measures designed to control or decrease employer liability or increase transparency in reporting without imposing undue hardships or administrative burdens on local government.
51. Support policies that streamline alternative dispute resolution processes for employees.
52. Oppose measures that reduce local control over employee relations issues or mandate new or enhanced local government employee benefits.
53. Oppose measures that impose compulsory and binding arbitration with respect to employees.
54. Oppose redundant or unnecessary proposals that require excessive human resources burdens without sufficient reimbursement.

Public Safety

55. Support measures that encourage community safety and well-being including those that support state and federal reimbursement of homeland security-related expenses.
56. Support legislation that provides for greater penalties associated with organized retail theft

operations.

57. Support legislation that allows local governments greater flexibility in controlling speed limits and imposing fines for traffic violations.
58. Support legislation affirming the ability of local government to restrict the presence and residency of sex offenders near schools, parks, and other locations frequented by children.
59. Support policies that restrict persons with mental health disorders from possessing or owning a firearm.
60. Support local control of emergency medical services and ambulance service, including pre-hospital care and transport.
61. Support legislation that aids paramedics and other emergency medical service practitioners in their ability to be responsive to community needs.
62. Support legislation that provides funding for programs that are critical to Fire Suppression, Fire Prevention, and Emergency Medical Services.
63. Support initiatives that foster safety for firefighters and the public, including utilization of detection devices that suppress harmful elements, toxic chemicals, and known carcinogens.
64. Support wildfire-related legislation that provides funding opportunities to bolster community resilience to areas located in Very High Fire Hazard Severity Zones.
65. Support for programs that enhance fire and emergency training and response capabilities.
66. Support legislation aimed at community paramedicine efforts, or other alternative response methods.
67. Oppose legislation that would interfere with the ability of law enforcement to remove individuals, either in person or in a vehicle, from public facilities, property, or streets.
68. Oppose legislation that would interfere with a City's ability to use emerging technology to bolster law enforcement efforts.
69. Oppose legislative attempts at early release of incarcerated prisoners and measures that would further de-criminalize non-violent offenses.
70. Oppose legislation that usurps local discretion with the operation of marijuana retail sites and delivery.
71. Oppose legislation that places burdensome restrictions on law enforcement and limits their ability to protect public safety.
72. Oppose legislation that reduces the local fire authority having jurisdiction's ability to condition developments in the name of increased housing.

Transportation, Infrastructure, and Public Works

73. Support working with regional partners—governmental, private, and nonprofit—to identify and pursue funding for projects improving infrastructure within the City.
74. Support funding for non-motorized/active transportation infrastructure such as bicycle trails and pedestrian access.
75. Support legislation that protects local government authority over telecommunications facilities placed within public right-of-ways to include the aesthetics of equipment installed by companies or contractors.
76. Support the preservation and expansion of transportation grant funding opportunities to help incorporate new transportation technologies and practices into local transportation networks.

77. Support efforts that streamline funding between the state, federal, and local governments that help reduce the amount of time and resources it takes to fund and complete transportation projects.
78. Support protection of dedicated transportation-related tax revenues and enhance the ability of local agencies to finance local transportation programs and facilities.
79. Support legislation for funding opportunities to expand local infrastructure for electronic vehicle charging stations.
80. Oppose legislation that conditions a city's share of transportation funding on housing-related goals.

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City of La Verne, City Council Agenda Report



DATE: January 16, 2024

TO: Honorable Mayor and City Council

FROM: Ken Domer, City Manager

SUBJECT: **COUNCIL MEMBER SALARY UPDATE PER SENATE BILL 329**

SUMMARY

The California Government Code provides that a City Council may enact an ordinance providing that each member of the City Council shall receive a salary. Senate Bill 329 (SB 329) increases the maximum threshold for council member compensation.

RECOMMENDATION

It is recommended that the La Verne City Council provide Staff with further direction on Mayor and City Council salary and request for the item to be brought back for potential First Reading at the February 5, 2024, City Council meeting.

DISCUSSION

On June 29, 2023, Governor Gavin Newsom signed into law SB 329, effective January 1, 2024, which increases the maximum amount general law cities can pay council members. The limits on council member compensation set forth in Government Code Section 36516 are based on city population and have not been increased since 1984. Increases under SB 329 are subject to specific adoption procedures and existing law which prohibits increases during the current term of office. However, per §36516.5, adjustment of compensation for all members of a Council serving staggered terms is allowed whenever one or more members of the Council becomes eligible for a salary increase by virtue of a Council Member beginning a new term of office. If approved, all members of the Council would receive the higher compensation in April 2024.

Under SB 329, municipalities with a population under 35,000 can compensate council members up to \$950 per month. Further, SB 329 allows council member salaries to be increased beyond the specified maximums. The increases shall not exceed the greater of the following two conditions:

1. The increase cannot exceed 5% for each calendar year from the operative date of the last salary adjustment, and;
2. The increase cannot exceed the amount of inflation since January 1, 2024, based on the California Consumer Price Index. The inflation-based increase is capped at 10% for each calendar year.

The City of La Verne last updated the Mayor and City Council Member salaries in 1999 to \$519/month (Ordinance 938) which went into effect following the March 2001 election. Since its adoption, compensation has not been updated accordingly. Per SB 329, if increased from the last adoption, the amount would be \$1,090.90. The City of Glendora

recently approved a first reading of an ordinance increasing their City Council compensation up to the population-based maximum for a city over 50,000 residents.

All adjustments to Mayor and City Council Member salaries must be adopted by Ordinance. With an adoption of a new salary for the Mayor and City Council Members by February 20, 2024, the pay increase will be implemented when the new terms for Districts 2 & 5 begin in April 2024.

FISCAL ANALYSIS

Currently, the annual salary per Council Member is \$6,228. Under the new population based maximum, the annual salary per Council Member could be up to \$11,400.

	Monthly Salary	Annual Salary	Total for 5 Council Members
Current Salary	\$519	\$6,228	\$31,140
New Population Based Maximum under SB 329	\$950	\$11,400	\$57,000
Annual Fiscal Impact to the City >>			\$25,860

If adopted under the population-based maximum, the proposed salary adjustments will result in an initial annual cost of up to approximately \$25,860 for all 5 City Council Members.

ENVIRONMENTAL ANALYSIS

Not applicable.

LEGAL REVIEW

The City Attorney has reviewed and approved of this report.

ATTACHMENTS

1. Ordinance 938
2. Government Code Section 36516 Red-Lined to Show SB 329 Amendments

Report Prepared By:
Andrea Blockinger, Administrative Analyst

ORDINANCE NO. 938

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE,
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ADJUSTING
SALARIES FOR THE MAYOR AND CITY COUNCIL MEMBERS AND
REPEALING CHAPTER 2.12 OF THE LA VERNE MUNICIPAL CODE

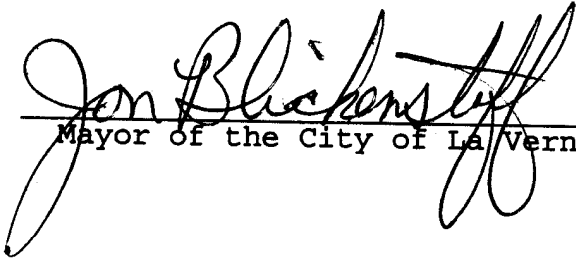
The City Council of the City of La Verne DOES
ORDAIN as follows:

Section 1. Effective March 13, 2001, the Mayor
and each member of the City Council shall be paid a
salary of \$519 per month.

Section 2. Chapter 2.12 of the La Verne
Municipal Code is hereby repealed in its entirety, effective
March, 12, 2001.

Section 3. The Mayor shall sign and the City
Clerk shall certify to the passage and adoption of this
ordinance and shall cause the same to be published and
posted pursuant to the provisions of law in that regard
and this Ordinance shall take effect thirty (30) days
after its final passage.

APPROVED AND ADOPTED this 21st day of June, 1999.



Mayor of the City of La Verne

ATTEST:



City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF LA VERNE)

I, N. KATHLEEN HAMM, City Clerk of the City of La Verne, California, do hereby certify that the foregoing Ordinance No. 938 was introduced at a regular meeting of the City Council of said City duly held on 7th day of June, 1999, and was thereafter, at a regular meeting of said Council duly held on the 21st day of June, 1999, duly passed and adopted by the said City Council and thereupon duly signed by the Mayor of said City, attested by the City Clerk of said City, and passed and adopted by the following vote:

AYES: COUNCILMEN: Gatti, Harvey, Harden, Rodriguez,
and Mayor Blickenstaff.

NOES: COUNCILMEN: None.

ABSENT: COUNCILMEN: None.

ABSTAIN: COUNCILMEN: None.

N. Kathleen Hamm, CMC
City Clerk of the
City of La Verne

(Seal)



California

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SB-329 Cities: city council members: compensation. (2023-2024)

As Amends the Law Today

As Amends the Law on Nov 17, 2023

SECTION 1. *The Legislature finds and declares all of the following:*

(a) The compensation schedule for general law cities has not been adjusted since 1984, meaning that city council compensation has not kept pace with inflation.

(b) Allowing cities to adjust their compensation for inflation since 1984 may help city councils become more diverse because increased compensation can help individuals from across different income levels receive sufficient income from their service to help ensure that they can continue to serve the public and support their families.

SEC. 2. Section 36516 of the Government Code is amended to read:

36516. (a) (1) A city council may enact an ordinance providing that each member of the city council shall receive a salary based on the population of the city as set forth in paragraph (2).

(2) The salaries approved by ordinance under paragraph (1) shall be as follows:

(A) In cities up to and including 35,000 in population, up to and including ~~three nine~~ hundred ~~fifty~~ dollars ~~(\$300)~~ (\$950) per month.

(B) In cities over 35,000 up to and including 50,000 in population, up to and including ~~four hundred dollars~~ ~~(\$400)~~ one thousand two hundred seventy-five dollars (\$1,275) per month.

(C) In cities over 50,000 up to and including 75,000 in population, up to and including ~~five one thousand six~~ hundred dollars ~~(\$500)~~ (\$1,600) per month.

(D) In cities over 75,000 up to and including 150,000 in population, up to and including ~~six one thousand nine~~ hundred dollars ~~(\$600)~~ (\$1,900) per month.

(E) In cities over 150,000 up to and including 250,000 in population, up to and including ~~eight hundred dollars~~ ~~(\$800)~~ two thousand five hundred fifty dollars (\$2,550) per month.

(F) In cities over 250,000 population, up to and including ~~one three~~ thousand ~~two hundred~~ dollars ~~(\$1,000)~~ (\$3,200) per month.

(3) For the purposes of this subdivision, the population of a city shall be determined by the last preceding federal census, or a subsequent census, or estimate validated by the Department of Finance.

(4) The salary of council members may be increased beyond the amount provided in this subdivision by an ordinance or by an amendment to an ordinance, but the amount of the increase shall not exceed ~~an amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the salary in effect when the ordinance or amendment is enacted. No ordinance shall be enacted or amended to provide automatic future increases in salary.~~ *the greater of either of the following:*

(A) An amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the salary in effect when the ordinance or amendment is enacted.

(B) An amount equal to inflation since January 1, 2024, based upon the California Consumer Price Index, which shall not exceed 10 percent for each calendar year.

(5) No ordinance shall be enacted or amended to provide automatic future increases in salary.

(b) Notwithstanding subdivision (a), at any municipal election, the question of whether city council members shall receive a salary for services, and the amount of that salary, may be submitted to the electors. If a majority of the electors voting at the election favor it, all of the council members shall receive the salary specified in the election call. The salary of council members may be increased beyond the amount provided in this section or decreased below the amount in the same manner.

(c) Unless specifically authorized by another statute, a city council may not enact an ordinance providing for compensation to city council members in excess of that authorized by the procedures described in subdivisions (a) and (b). For the purposes of this section, compensation includes payment for service by a city council member on a commission, committee, board, authority, or similar body on which the city council member serves. If the other statute that authorizes the compensation does not specify the amount of compensation, the maximum amount shall be one hundred fifty dollars (\$150) per month for each commission, committee, board, authority, or similar body.

(d) Any amounts paid by a city for retirement, health and welfare, and federal social security benefits shall not be included for purposes of determining salary under this section, provided that the same benefits are available and paid by the city for its employees.

(e) Any amounts paid by a city to reimburse a council member for actual and necessary expenses pursuant to Section 36514.5 shall not be included for purposes of determining salary pursuant to this section.

(f) A city council member may waive any or all of the compensation permitted by this section.

(g) (1) For the purposes of this section, a city council shall consider the adoption of an ordinance to increase compensation in open session during at least two regular meetings of the city council.

(2) At the first meeting, the city council shall present the proposed ordinance, which shall include findings demonstrating the need for the increased compensation. The ordinance shall not be adopted at the first meeting.

(3) At least seven days after the first meeting, the city council shall hold a second meeting to consider whether to adopt the ordinance.