

CITY OF LA VERNE
AMENDED
CITY COUNCIL AGENDA

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



www.cityoflaverne.org
(909) 596-8726 - Phone
(909) 596-8740 - Fax
City Hall Council Chamber
3660 D Street
La Verne, CA 91750

Monday, August 17, 2020 - 6:30 p.m.

Tonight's Council meeting will again be closed to the public in compliance with Governor Newsom's Executive Order to minimize the spread of the COVID-19 Virus. However, the City would encourage public participation in our meeting and as such want to make residents aware of the following opportunities on how to participate:

1. Individuals can email their comments to the Assistant City Clerk at cityclerk@cityoflaverne.org until 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.
2. Individuals who wish to share their comments directly during the meeting may do so by emailing the Assistant City Clerk at cityclerk@cityoflaverne.org with their phone number and the item(s) they wish to speak on. Those requests will be accepted before and throughout the meeting and staff will call you back at the appropriate time. Once items are considered by the City Council, no further public comment on that matter will be accepted. Please note: A time limit of 3-minutes is set for all public comments.

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

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

4. **ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS** (Any person who wishes to make a brief announcement of a future community event that is open to the general public may do so at this time).
5. **CONSENT CALENDAR** (All items on the Consent Calendar are considered to be routine and will be enacted by one motion unless a member of the City Council or member of the audience requests separate discussion).

a. **City Council Minutes** of July 20, 2020 and August 3, 2020, ***to be received and filed.***

b. **Register of Audited Demands as follows:**

- **Fiscal Year 2019-20** - Register of Audited Demands dated July 28, 2020, in the amount of \$812,053.44; and Register of Audited Demands dated August 5, 2020, in the amount of \$614,595.53.
- **Fiscal Year 2020-21** - Register of Audited Demands dated July 28, 2020, in the amount of \$141,506.01, and Register of Audited Demands dated August 5, 2020, in the amount of \$1,176,741.75.

Interim Finance Director Alvarado recommends approval.

c. **Treasurer's Report** for the Month of May, 2020, ***to be received and filed.***

d. **Tract Map No. 74355; Emerald Court (City Ventures); Monument Bond Release** - City Ventures, the developer of Emerald Court (Tract Map No. 74355), a 19 Lot single family subdivision at the southwest corner of Baseline Road and Emerald Avenue has requested the release of their monument bond. Staff has inspected and verified that all monuments have been placed.

City Engineer Milano recommends that the City Council authorize the release of the monument bond required for Tract Map No. 74355.

e. **License Agreement with Southern California Gas Company for Advance Meter Infrastructure** - Due to Gold Line construction Southern California Gas Company was notified that one of their Advance Metering System devices would be in conflict with the construction project. The Gas Company is requesting to relocate the device to a City owned street light pole on Benton Avenue just south of Leaf Street and enter into a 20-year paid agreement for the use of City structure. The location was strategically picked to ensure continued electronic read coverage of a specific area.

Deputy Public Works Director Ciotti recommends that the City Council authorize the City Manager to sign the agreement authorizing the City of La Verne and Southern California Gas Company to enter into a 20-year paid agreement for the installation of an Advance Metering System on City owned street light pole.

- f. **Twelve-Year Service on L.A. Impact A-Star Airship** - City staff is requesting the approval of change orders to complete a twelve-year service check on the L.A. Impact A-Star Airship (air equipment).

Interim Finance Director Alvarado recommends that the Council authorize the Finance Division to issue a purchase order to Rotorcraft Support, Inc. for a change order in the amount of \$23,185 resulting from unforeseen items discovered during the inspection.

- g. **Change of Classification** – Per the direction of the City Council and in accordance with the City's Personnel Rules and Regulations it is requested that the position of Personnel Officer to be changed to Assistant to the City Manager.

City Manager Russi recommends that effective August 20, 2020, the City Council update the existing authorized position list by replacing the position of Personnel Officer with Assistant to the City Manager.

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

Resolution 20-70 - Exchange of Proposition A Funds with the City of Hawaiian Gardens
- A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING THE EXECUTION OF AN ASSIGNMENT AGREEMENT WITH THE CITY OF HAWAIIAN GARDENS FOR THE EXCHANGE OF PROPOSITION A FUNDS FOR GENERAL FUND REVENUES. ***As part of the 2020-2021 budget process, City Council anticipated the sale of excess Prop A Funds in exchange for general fund monies. In July the City came to an agreement with the City of Hawaiian Gardens at a rate of .75 per dollar. This exchange rate is consistent with what the City has received in past years.***

It is recommended by Community Services Director Aguirre that the City Council adopt Resolution No. 20-70 authorizing an exchange of \$280,000 in Proposition A transportation funds for \$210,000 of General Funds with the City of Hawaiian Gardens and authorize the City Manager to execute said Agreement.

THE LA VERNE CITY COUNCIL WILL RECESS TO MEET AS THE LA VERNE PUBLIC FINANCING AUTHORITY; FOLLOWING, WHICH THE CITY COUNCIL WILL IMMEDIATELY RECONVENE.

6. PUBLIC FINANCING AUTHORITY

- a. **Public Financing Authority Minutes** from the meeting of August 19, 2019, *to be received and filed.*
- b. **Resolution JPFA - 57 & JPFA - 58 for Adoption of La Verne Mobile Country Club; and Valley Rancho Mobile Home Park 2020 - 2021 Budgets** - Annually, the La Verne Public Financing Authority (LVPFA) reviews and approves the operating budgets for the two City owned mobile home parks. The budgets do not reflect significant changes from previous years and are attached for the Authority's consideration and adoption.

Staff Recommendation:

The La Verne Public Financing Authority should adopt Resolutions No. JPFA - 57 and JPFA - 58 approving the 2020-2021 annual operating budgets for La Verne Mobile Country Club and Valley Rancho Mobile Home Park.

Resolution No. JPFA -57 - A RESOLUTION OF THE LA VERNE PUBLIC FINANCING AUTHORITY ADOPTING THE LA VERNE MOBILE COUNTRY CLUB BUDGET FOR FISCAL YEAR 2020-2021.

Resolution No. JPFA - 58 - A RESOLUTION OF THE LA VERNE PUBLIC FINANCING AUTHORITY ADOPTING THE VALLEY RANCHO MOBILE HOME PARK BUDGET FOR FISCAL YEAR 2020-2021.

THE LA VERNE PUBLIC FINANCING AUTHORITY WILL ADJOURN AND THE CITY COUNCIL WILL IMMEDIATELY RECONVENE.

7. **PUBLIC HEARINGS**

- a. **Continued Appeal Hearing - 1820 Walnut Street - Illegal Construction** - The Building Department has issued a Stop Work Notice and a Notice of Substandard for the property at 1820 Walnut Street as there was a report of illegal construction of a new single-family residence on the property in April 2020. The property owners, Richard T. Landi and Shellie M. Hartwick, have subsequently, through their attorney Thomas A. Nitti, filed a claim against the City and have appealed the two notices as allowed for by the Los Angeles County Code, which the City's Municipal Code adopts by reference. The City Council, sitting as the Building Rehabilitation Appeals Board, should hear the appeal and determine if the two notices should be rescinded.

Staff Recommendation:

The City Council, sitting as the Building Rehabilitation Appeals Board, should hear the appellant's request and then uphold the issuance of the Stop Work Notice and the Notice of Substandard as issued by the Building Department.

- b. **Urgency Ordinance No. 1095 - Extension of Moratorium on Short Term Rentals** - At their March 2, 2020 meeting, the City Council adopted Urgency Ordinance No. 1092, an extension of the moratorium on short-term (less than 30 days) rentals due to concerns raised by residents. The City Council approved an extension six months (September 2, 2020) with the expectation of holding a study session with the short-term rental hosts to craft an ordinance to be reviewed by the Council before the moratorium expired. Due to COVID-19 however, this study session has yet to be held. Staff is requesting that the moratorium be extended through August 17, 2021, with expectations of drafting an ordinance sooner. The additional time is needed in order to appropriately host the study session and prepare a draft ordinance to permanently regulate this use.

Staff Recommendation:

The City Council should adopt Urgency Ordinance No. 1095 extending the moratorium of short-term (less than 30 days) rentals for a period not to extend past August 17, 2021.

ORDINANCE NO. 1095 - AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA EXTENDING ORDINANCE NO. 1092 A MORATORIUM ON SHORT TERM RENTALS OF RESIDENTIAL PROPERTY.

8. **OTHER MATTERS**

- a. **Proclamation - Declaring August 29th as Virgil Welch Wood Workers Appreciation Day -**
Council Member Davis has requested this matter be agendized for Council consideration.

- b. **Representation on the Committee for Cultural Awareness and Social Inclusion** - At their July 20th meeting, the City Council adopted Resolution 20-67 directing staff to work with the representatives of the Committee on Cultural Awareness and Social Inclusion on finalizing their bylaws and outlining the requested level of the City's participation. The suggested City support and representation is being submitted for Council consideration.

Staff Recommendation:

The City Council should approve the proposed staffing representation and identify two Council Members that will serve as the liaisons to the Committee.

9. **PUBLIC COMMENTS/ORAL COMMUNICATIONS** - This is the time set aside for anyone wishing to address the City Council on items not listed in any other place on the agenda. Under the provisions of the Brown Act, the legislative body is prohibited from talking or engaging in discussion on any item not appearing on the posted agenda. However, your concerns may be referred to staff or set for discussion at a later date. There is a 3-minute limit on public comment.

10. **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.

11. **CLOSED SESSION**

The City Council will meet in a closed session, pursuant to Government Code §54957.6, for the following purpose:

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiators: City Manager, City Attorney
Unrepresented employee: Police Captain

12. **ADJOURNMENT to Tuesday, August 25, 2020 at 6:00 pm, for a Study Session to receive a report regarding the delivery of fire and EMS services; and the City Council meeting is adjourned in memory of Virgil W. Welch**, long-time La Verne resident who passed away on June 30, 2020. Virgil was born in Waterford, California on August 29, 1924. Graduated from La Verne College in 1953 and spent the next 31 years teaching in the Bonita Unified School District ultimately becoming their premier wood shop teacher. Virgil spent many years volunteering for the Pomona Valley Habitat for Humanity, Hillcrest Home and the University of La Verne. Many La Verne residents have been blessed by something Virgil built. Sadly, Virgil was preceded in death by son Craig and grandson Weston. He is survived by his wife Shirlee of 74 years, and three of his children, Mike (Susie), Cyndee (Craig), Beth, 9 grandchildren and 13 great grandchildren.

Due to a legal holiday, La Verne City Hall will be closed on Monday, September 7, 2020. The next La Verne City Council meeting will be held the following day on Tuesday, September 8, 2020 at 6:30 p.m.

**The La Verne City Council thanks the residents
for taking all precautions to prevent the spread of the COVID-19 virus.**

ADVISORY STAFF

____ Robert Russi, City Manager
____ Dan Keesey, Interim Director of Public Works
____ Robert Kress, City Attorney
____ Lupe Gaeta Estrella, Assistant City Clerk
____ Eric Scherer, Director of Community Development
____ Bill Aguirre, Director of Community Services
____ Mark Alvarado, Interim Finance Director
____ Nick Paz, Police Chief
____ Devin Leonard, Interim Fire Chief
____ Dominic Milano, City Engineer
____ Bill Elftman, Information Services Manager

Posting Statement: On August 12, 2020, a true and correct copy of this Amended Agenda was posted on the bulletin board at La Verne City Hall, 3660 D Street, La Verne, and on the City's website at cityoflaverne.org.