



CITY OF LA VERNE

COUNCIL REGULAR MEETING AGENDA

Tim Hepburn, Mayor

Wendy Lau, Council Member
Steven Frank Johnson, Mayor Pro Tem

Rick Crosby, Council Member
Meshal "Kash" Kashifalghita, Council Member

Tuesday, January 21, 2025
Closed Session at 5:30 PM
Regular Meeting at 6:30 PM
La Verne City Hall - Council Chambers,
3660 D Street, La Verne, CA 91750

In compliance with the American Disabilities Act, any person with a disability who requires a modification or accommodation 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 in a variety of ways:

- Attend the City Council Meeting in person and fill out a comment card or raise your hand to request to comment on the current agenda item(s).
- Participate via Zoom, by visiting 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 819 8841 9991** when prompted. Public comments via Zoom may be accepted for the agenda items listed within the **Consent Calendar, Public Hearing** and **Other Matters** sections of the agenda. Zoom participants who violate decorum protocols will be called to order by the presiding officer and if a violation continues, will be muted by direction of the presiding officer.
- 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.

CLOSED SESSION AGENDA - 5:30 PM

CALL TO ORDER

ROLL CALL

Council Member Meshal "Kash" Kashifalghita, Council Member Wendy Lau,

Council Member Rick Crosby, Mayor Pro Tem Steven F. Johnson, and Mayor Tim Hepburn.

CLOSED SESSION TOPIC

Conference with Labor Negotiators, pursuant to Government Code Section 54957.6:

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

Employee Organization(s): La Verne City Employees Association, La Verne Firefighters Association, La Verne Police Middle Management Association, La Verne Police Officers Association; and all Unrepresented Employees.

Conference with Legal Counsel, Existing litigation pursuant to Government Code Section 54956.9(d)(1) - Gonzalez, J. v. City of La Verne, La Verne Police Dept. Case No. 24STCV34625.

The City Council will recess and reconvene at 6:30 PM for the regularly scheduled City Council meeting.

REGULAR CITY COUNCIL MEETING - 6:30 PM

PLEDGE OF ALLEGIANCE - VETERAN ORLANDO JACKSON, SFC ARMY

ROLL CALL

Council Member Meshal "Kash" Kashifalghita, Council Member Wendy Lau, Council Member Rick Crosby, Mayor Pro Tem Steven F. Johnson, and Mayor Tim Hepburn.

PRESENTATIONS

Christmas Morning Recognition. The Christmas Morning event requires detailed coordination from City Staff across numerous departments and selfless volunteers from the community to ensure that Santa greets every resident on Christmas Morning. During this time, we honor all who assisted in the Christmas Morning event.

Community Survey Results. This presentation will summarize the results of the recent Community Survey, which was conducted to inform the development of the upcoming Strategic Plan. It will focus on key insights and their connection to planning priorities.

Mandatory Recycling and Organics Compliance Update. To meet state regulations (SB 1383, AB 1826, and AB 341), the City of La Verne has partnered with Waste Management to improve compliance with organics and recycling among its commercial and multi-family residential properties. This initiative includes comprehensive public outreach, educational workshops, and a phased rollout of mandatory recycling and organics services. The objective is to provide businesses and property managers with the resources and guidance needed to successfully meet state mandates while fostering a more sustainable community.

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 Council or member of the audience requests separate discussion.)

1. City Council Minutes of the Closed Session and Regular Meeting of December 16, 2024.

Recommendation: That City Council approve the minutes.

2. Register of Audited Demands in the following amounts:

\$1,813,600.19 dated 12/04/24 \$506,670.81 dated 12/11/24
\$2,552,984.92 dated 12/18/24 \$907,957.89 dated 12/23/24

Recommendation: That City Council approve the audited demands.

3. Resolution Identifying the Terms and Conditions for La Verne Fire Department Response Away from Official Duty and Assigned to a CAL OES Emergency Incident. This resolution authorizes compensation for City of La Verne personnel for their time worked, including portal-to-portal reimbursement, while participating in the California Fire Assistance Agreement (CFAA) outside of normal City duties and schedule. This item amends an earlier Resolution due to an eligible employee changing positions.

Recommendation: That the City Council approve the Resolution titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, IDENTIFYING THE TERMS AND CONDITIONS FOR FIRE DEPARTMENT RESPONSE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT."

4. Resolution Adopting a Salary Chart for Part-Time Employees and Amending Resolution No. 24-45, 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 the position is also tied to the statutory minimum wage of \$16.50 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. 24-45, A SALARY CHART FOR FULL-TIME EMPLOYEES TO UPDATE THE SALARY FOR AMBULANCE OPERATOR."

5. License Agreement with Lewis Land Developers and City Regarding Recreational Uses at Former Lutheran High School Property The City of La Verne proposes entering into a License Agreement with Lewis Land Developers, LLC, and Lewis La Verne, LP (collectively, "Lewis"). This Agreement allows the City to utilize portions of the former Lutheran High School property ("La Verne HS Property") for recreational and sports activities managed by the City's Community Services Department. The Agreement outlines terms and conditions, including maintenance responsibilities, permitted uses, insurance requirements, and compliance with legal obligations.

Recommendation: That the City Council authorize the City Manager to enter into a License Agreement with Lewis Land Developers, LLC, and Lewis La Verne, LP, and to execute a City Attorney approved Agreement and any related documents to lease the former Lutheran High School recreational fields, parking lot, and gym for City and authorized user recreational use.

6. Resolution Ratifying Proclamation No. 2025-01 Declaring the Existence of a Local Emergency.

On January 14, 2025, the City Manager issued a proclamation for a local emergency based on the existence of conditions of disaster or extreme peril caused by widespread windstorms causing extremely critical fire weather, with Red Flag warnings. Per La Verne Municipal Code Section 2.56.050 A.1., the City Council shall take action to ratify the proclamation within seven days thereafter or the proclamation shall have no further force or effect.

Recommendation: That the City Council adopt a Resolution entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, RATIFYING PROCLAMATION NO. 2025-01 DECLARING THE EXISTENCE OF A LOCAL EMERGENCY."

PUBLIC HEARINGS

7. Community Development Block Grant Program for 2025-2026. The City of La Verne will be eligible to receive an estimated \$151,182 in Community Development Block Grant (CDBG) funds for fiscal year 2025-26.

Recommendation: That the City Council conduct a Public Hearing, and upon closing the Public Hearing, approve a Resolution 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 2025 – 2026."

8. Consideration of Certifying a Final Environmental Impact Report, Adopting Environmental Findings, Adopting a Statement of Overriding Considerations, and approving the City of La Verne General Plan Update Policy Document.

The General Plan Update identifies the community's vision for the future and provides a framework that will guide decisions on growth, development, and conservation of open space and resources in a manner that is consistent with the quality of life desired by the City's residents and businesses. The General Plan Update replaces the City's 1998 General Plan and substantially updates local conditions, community priorities and goals, State law, and has been reorganized to make the document more user-friendly and straight forward. This action considers approving the General Plan Policy Document after certifying the Final Environmental Impact Report and making environmental findings and a Statement of Overriding Considerations as recommended by staff and the Planning Commission.

Recommendation: It is recommended by the Planning Commission that the City Council adopt Resolutions certifying the final Environmental Impact Report, Findings of Fact, and the Statement of Overriding Considerations, and approve the General Plan Update.

OTHER MATTERS

9. Incidental Outdoor Sidewalk Dining and Furniture Policy. The City previously established a policy regulating the placement of tables and chairs and other displays within the public right-of-way, or sidewalk areas in the Old Town La Verne area. This policy was put into place just before the Covid pandemic though was never fully implemented. Based on City Council direction, staff has updated this policy and is bringing forward for City Council consideration.

Recommendation: The Old Town La Verne Business Improvement District's Advisory Board is recommending that the City Council approve the policy regulating outdoor dining and furniture displays within sidewalk areas.

10. Award of Contract for the City Wide Video Management System Improvement

Project. The City received \$500,000 in Fiscal Year (FY) 23-24 community project funding from Congresswoman Napolitano through the Community Oriented Policing Services (COPS) Technology & Equipment Grant program to update its Video Management System by installing new cameras at key intersections, updating technology and replacing non-functional units. The project scope recommended for award will also expand coverage of the video surveillance system to City facilities further enhancing public safety.

Recommendation: That the City Council:

1. Reject the lowest bid submitted by CelPlan Technologies, Inc. on the basis that the bid proposal form was incomplete thus rendering the bid non-responsive;
2. Award a public works construction contract to Convergent Technologies LLC, the lowest, most responsible bidder, for all base bid items A1-A8 (City Wide Intersections), and Additive Alternate Items No. B7-B9 (Las Flores Aquatic Center) in the amount of \$612,324.97 for La Verne's City Wide Video Management Improvement Project and authorize the City Manager to execute applicable documents; and
3. Authorize the Public Works Director, or designee, to issue change orders not exceeding 18% of the construction budget for a total possible construction contract cost of \$764,543.46.

11. Enterprise Resource Planning System Upgrade. Authorization for a five year agreement for an Enterprise Resource Planning (ERP) System upgrade to enhance operational efficiency, particularly in timekeeping, budget management, accounts payable/receivable, payroll processing, and personnel management, while delivering significant cost savings. City Council is asked to waive formal bidding requirements based on overriding circumstances.

Recommendation: That the City Council waive formal bid requirements and authorize the City Manager to enter into a contract for the implementation and a five-year agreement with CentralSquare for the purchase of an upgraded Enterprise Resource Planning System called Finance Enterprise and the continuation of the contract for the Naviline System for Utility Billing and Business License modules.

12. Amended and Restated Employment Agreement with City Manager. Annually, the City Council performs a performance evaluation of the City Manager. After conducting such an evaluation, the City Council is asked to consider an Amended and Restated Employment Agreement with the City Manager providing a five percent (5%) merit increase, three (3) year agreement extension, \$100 monthly retiree health savings contribution, and establishment of a higher education tuition allowance.

Recommendation: That the City Council approve an "AMENDED AND RESTATED EMPLOYMENT AGREEMENT - CITY MANAGER," providing the City Manager certain benefits based on a positive performance evaluation.

PUBLIC COMMENTS

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 later. 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.

ADJOURNMENT

**THE NEXT REGULAR MEETING OF THE LA VERNE CITY COUNCIL IS SCHEDULED
FOR MONDAY, FEBRUARY 3, at 5:30 P.M.**

Posting Statement: A true and amended copy of this Agenda was posted on January 15, 2025, on the bulletin board at La Verne City Hall, 3660 D Street, La Verne, and on the City's website at www.cityoflaverne.org.

RESIDENT INFORMATION**UPCOMING EVENTS AND MEETINGS**

Tuesday, January 28 - Ad Hoc Water and Sewer Rate Study Committee meeting, City Hall, 5:30 pm - CANCELLED

Monday, February 3 - Old Town La Verne Business Improvement District, Café Wang, 8:30 am

Monday, February 3 - City Council meeting, City Hall Council Chamber, 5:30 pm

Monday, February 10 - Senior Movie Matinee, Community Center, 12:30 pm

Tuesday, February 18 - City Council meeting, City Hall Council Chamber, 5:30 pm

Tuesday, February 25 - Ad Hoc Water and Sewer Rate Study Committee meeting, City Hall, 5:30 pm

Monday, March 3 - Old Town La Verne Business Improvement District meeting, Café Wang, 8:30 am

Monday, March 3 - City Council meeting, City Hall Council Chamber, 5:30 pm

Wednesday, March 5 - Youth Sports Committee meeting, City Hall, 6:00 pm

Monday, March 10 - Senior Movie Matinee, Community Center, 12:30 pm

Wednesday, March 12 - Public Financing Authority (EIFD) meeting, City Hall, 9:00 am