



CITY OF LA VERNE

COUNCIL REGULAR MEETING AGENDA

Tim Hepburn, Mayor

Wendy Lau, Council Member
Steven Frank Johnson, Council Member

Rick Crosby, Council Member
Meshal "Kash" Kashifalghita, Mayor Pro Tem

Monday, November 17, 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@laverneca.gov 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 laverneca.gov/zoom where you will be automatically redirected to the meeting or call into the meeting via phone **1-669-900-6833** and enter **ID 873 2335 1668** when prompted. Public comments via Zoom may be accepted for the agenda items listed within the **Consent Calendar, Public Hearing** and **Discussion Calendar** 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 Steven F. Johnson, Council Member Wendy Lau, Council Member Rick Crosby, Mayor Pro Tem Meshal "Kash" Kashifalghita, and Mayor Tim Hepburn.

CLOSED SESSION TOPIC**Conference with Labor Negotiators, pursuant to Government Code § 54957.6:**

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

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

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****ROLL CALL**

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

PRESENTATIONS

Native American Heritage Month Proclamation - November is a month-long observance celebrating the rich traditions, histories, and contributions of Native American, Alaska Native, Native Hawaiian and affiliated Island Communities.

City Financial Investment Update - A presentation by Shuster Advisory Group, LLC, the City's investment advisor, on the City's investment portfolio and related financial consulting services.

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 & Regular meeting of November 3, 2025.

Recommendation: That the City Council approve the minutes.

2. Register of Audited Demands in the amount of \$976,830.68, dated 10/29/25.

Recommendation: That the City Council approve the demands.

3. Christmas Morning Parade Route Designation and Authorization of Paid Stipend Incentive For Employee Participation. Since 1925, the Christmas Morning event has been held in which Santa is driven through the streets of La Verne accompanied by emergency vehicles signaling

a time for neighbors to share the tidings of the season together. To facilitate the event this year, the City Council is asked to approve designating all streets as a parade route and authorize a paid stipend for full and part-time participating City staff in order to facilitate the event.

Recommendation: That the City Council designate the streets in the City of La Verne as a parade route on Thursday, December 25, 2025, from 7 AM through 2 PM to complete the Christmas Morning Parade program and authorize the provision of a stipend for volunteers to participating full and part-time City staff.

4. **2026 Legislative Platform.** The City of La Verne's Legislative Platform serves as a strategic framework for advocacy efforts, ensuring the City can respond effectively to legislation and communicate its priorities to policymakers. Upon approval, the 2026 Legislative Platform will take effect immediately, providing a clear road map for advocacy in the year ahead.

Recommendation: That the City Council approved the Legislative Platform for the 2026 legislative session.

5. **Award of Contract for the Citywide Signing & Striping, and Traffic Signal Backplate Improvement Project.** This action will award a construction contract to Superior Pavement Markings in the amount of \$365,483.00 for CIP No. MI2402 – Citywide Signing & Striping, and Traffic Signal Backplate Improvement Project. Project Funding is provided through a combination of Gas Tax Funds (Fund 206) and Right-of-Way Funds (Fund 406) and will support miscellaneous traffic signage and striping improvements, school zone crosswalk enhancements, and traffic signal restoration at various locations throughout the City.

Recommendation: That the City Council:

1. Reject the bids submitted by Select Electric Inc. and California Professional Engineering, Inc. as non-responsive bids;
2. Award a public works construction contract to Superior Pavement Markings the lowest, responsive and responsible bidder, in the amount of \$365,483.00 for the Citywide Signing & Striping Project, and Traffic Signal Backplate Improvement Project; and
3. Authorize staff to issue change orders not exceeding 10% of the construction budget for a total possible construction contract cost of \$402,031.30; and
4. Authorize the City Manager to issue a purchase order to RKA Consulting Group in the amount of \$45,000 for Professional Engineering and Construction Management/Inspection Services related to the project; and
5. Approve the "Citywide Signing & Striping Design Plans," prepared by RKA Consulting Group, making the findings required under Government Code §830.6, and authorizing the City Engineer to issue clarifying revisions and field adjustments that do not materially alter the approved design intent.

6. **Authorizing the Execution of a Side Letter Agreement Amending the Memorandum of Understanding Between the City of La Verne and the La Verne City Employees' Association Regarding Upcoming Holiday Closures.** The proposed side letter agreement to the Memorandum of Understanding (MOU) with the La Verne City Employees' Association (LVCEA) will formalize City Council direction to close non-emergency public facilities in conjunction with the upcoming holiday season of Christmas and New Year's.

Recommendation: That the City Council:

1. Authorize the City Manager to execute a Side Letter Agreement amending the

Memorandum of Understanding between the City of La Verne and the La Verne City Employees' Association; and

2. Authorize the Closure of City Hall to the public on December 24, December 25, December 29, December 30, December 31, 2025, as well as January 1, 2026; and
3. Authorize the Closure of the Police Department Records Division to the public on December 24, December 25, December 26, and, December 31, 2025, as well as January 1, and January 2, 2026.

PUBLIC HEARINGS

7. **Public Hearing, Making CEQA Exemption Determinations, and Approving Updates and Annual Cost Increases to Various Development Impact Fees.** The City of La Verne completed a comprehensive Development Impact Fee (DIF) Nexus Study to evaluate facilities, equipment, and capital improvements necessary to maintain high-quality municipal services as new development occurs in the coming decades. The study establishes legally defensible fees that ensure new development contributes proportionately to the cost of public facilities. Staff recommends adoption of the proposed fees and Nexus Study to modernize La Verne's impact fees, most of which have not been updated for many years.

Recommendation: That the City Council:

1. Conduct a public hearing on the proposed Development Impact Fee update; and
2. Find that the actions proposed herein are statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15378 (b) (4), 15061 (b) (3), and 15273 (Rates, Tolls, Fares, and Charges); and
3. Adopt a resolution titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, UPDATING THE DEVELOPMENT IMPACT FEES AND AMENDING THE COMPREHENSIVE FEE SCHEDULE FOR FISCAL YEAR 2025-26; and
4. Approve annual adjustments tied to the California Construction Cost Index (CCCI) to account for inflation in construction and acquisition costs.

8. **Amending the Comprehensive Fee Schedule and Incidental Outdoor Sidewalk Policy.** That the City Council adopt a resolution amending the City's Comprehensive Fee Schedule to include revised outdoor dining and display permit fees. These adjustments are proposed in response to feedback from Old Town businesses and require City Council approval to implement.

Recommendation: That the City Council conduct a public hearing and adopt a resolution amending the City's Comprehensive Fee Schedule to include revised outdoor dining and display permit fees, and approve modifications to the Incidental Outdoor Sidewalk Policy to align with the updated fee structure.

DISCUSSION CALENDAR - NONE

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 and within the subject matter jurisdiction of the City Council. 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, DECEMBER 1, 2025, AT 6:00 PM FOR THE ANNUAL TREE LIGHTING CEREMONY.

Posting Statement: A true copy of this Agenda was posted on November 12, 2025, on the bulletin board at La Verne City Hall, 3660 D Street, La Verne, and on the City's website at www.laverneca.gov.

RESIDENT INFORMATION**UPCOMING EVENTS AND MEETINGS**

Wednesday, November 19 - Senior Advisory Committee meeting, La Verne Community Center, 10:00 am

Wednesday, November 19 - Finance Commission meeting, City Hall, 6:30 pm

Tuesday, November 25 - Youth & Family Action Subcommittee meeting, City Hall, 5:00 pm

Monday, December 1 - City Hall Tree Lighting Ceremony, City Hall, 6:00 pm

Monday, December 1 - City Council meeting, City Hall, 6:30 pm

Tuesday, December 2 - Development Review Committee meeting, City Hall, 9:00 am

Saturday, December 6 - Brunch with Santa and Friends, Community Center, 9:00 am

Monday, December 8 - Senior Movie Matinee, Community Center, 12:30 pm

Wednesday, December 10 - Public Financing Authority (EIFD) meeting, City Hall, 9:00 am

Wednesday, December 10 - Planning Commission meeting, City Hall, 6:30 pm

Saturday, December 13 - 26th Annual Winter Wonderland, Heritage Park, 9:00 am - 1:00 pm

Saturday, December 20 - Household Hazardous Waste Collection Event, Brackett Field on the corner of Fairplex Drive and West McKinley Avenue, 9:00 am - 3:00 pm