



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, December 1, 2025
Regular Meeting & Closed Session 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 www.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 872 1860 7299** 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.

CALL TO ORDER

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

Bonita High School Chamber Singers Recognition - Bonita High School Chamber Singers are recognized for their dedication and for providing a wonderful musical performance at this year's Tree Lighting Ceremony.

Assemblymember Harabedian Legislative Update - Assemblymember Harabedian will provide an update on legislative activities from the 2025 legislative session and discuss his priorities for the 2026 legislative session.

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 November 17, 2025.

Recommendation: That the City Council approve the minutes.

2. Registers of Audited Demands in the amount of \$2,262,662.87, dated 11/05/2025 and in the amount of \$1,187,747.42, dated 11/12/25.

Recommendation: That the City Council approve the demands.

3. Approving a Class Specification for Community Engagement Supervisor and Community Engagement Officer. Updates to the Community Services Officer and Community Services Supervisor classifications are being proposed. These updates involve title and job description changes only, with no changes to compensation or organizational structure.

Recommendation: That the City Council:

1. Approve the attached class specification for Community Engagement Officer; and
2. Approve the attached class specification for Community Engagement Supervisor; and
3. Approve the formal replacement of the Community Services Officer classification with Community Engagement Officer; and
4. Approve the formal replacement of the Community Services Supervisor classification with Community Engagement Supervisor.

4. Resolution Authorizing the City Engineer to Exercise Discretionary Approval of Public Works and Improvement Project Designs. Resolution authorizing the City Engineer to exercise discretionary approval of designs for public works and public improvement projects. This action will support the City's ability to establish design immunity for eligible projects.

Recommendation: That the City Council adopt a Resolution titled, "A RESOLUTION OF THE CITY COUNCIL, CITY OF LA VERNE, CALIFORNIA, DELEGATING AUTHORITY TO EXERCISE DISCRETIONARY APPROVAL OF DESIGNS FOR PUBLIC WORKS AND PUBLIC IMPROVEMENT PROJECTS TO THE CITY ENGINEER OR DESIGNEE."

- 5. Mills Tract Well Pump Rehabilitation Purchase Order.** In July 2025, Tri-County Pump Company completed a full tear down and inspection of the Mills Tract Well pump assembly and the evaluation showed extensive wear and deterioration throughout the bowl assembly, column pipe, tube and shaft, and motor components. The full replacement, including all required materials, shop labor, field installation, and start-up testing is \$190,039.03 and exceeds the current Purchase Order, thereby requiring City Council approval.

Recommendation: That the City Council:

1. Authorize the City Manager to issue a purchase order to Tri-County Pump Company, in the amount of \$146,935.48, for pump replacement, repair, and installation services; and
2. Authorize the use of funding from CIP Project No. WT2504 (Mills Tract Well Rehabilitation), previously approved as part of the FY 2025–26 annual budget.

- 6. Resolution Designating Authorized Agents for California Office of Emergency Services Grants.** The California Governor's Office of Emergency Services (Cal OES) requires non-state agencies to update the Designation of Applicant's Agent Resolution for Non-State Agencies every three years. The attached Resolution designates the City Manager, Finance Director, and Public Works Director to act on behalf of the City of La Verne.

Recommendation: That the City Council adopt a Resolution titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, DESIGNATING CITY OFFICIALS TO ACT ON BEHALF OF THE CITY FOR THE PURPOSE OF OBTAINING FEDERAL AND STATE FINANCIAL ASSISTANCE FOR EMERGENCY AND DISASTER RELIEF, AND AUTHORIZING SUBMITTAL OF REQUIRED RESOLUTION TO CAL OES."

PUBLIC HEARINGS - NONE

DISCUSSION CALENDAR

- 7. Direction for Developing a Local Electric Bicycle Ordinance.** City Staff seeks City Council direction on whether to prepare a local ordinance regulating the operation of electric bicycles and other motorized mobility devices within the City of La Verne.

Recommendation: That the City Council discuss the issues outlined in this report and provide direction on whether Staff should prepare a draft electric bicycle ordinance for future consideration.

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@LaVerneCA.gov. 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.

CLOSED SESSION

Conference with Labor Negotiators, pursuant to Government Code Section 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.

ADJOURNMENT

**THE NEXT REGULAR MEETING OF THE LA VERNE CITY COUNCIL IS SCHEDULED
FOR MONDAY, DECEMBER 15, 2025, at 5:30 P.M.**

Posting Statement: A true copy of this Agenda was posted on November 25, 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

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 - 11:00 am

Monday, December 8 - Senior Movie Matinee, Community Center, 12:30 pm - 3:00 pm

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

Saturday, December 13 - 26th Annual Winterwonderland, Heritage Park 9:00 am -1:00 pm, 5:30 pm

Saturday, December 13 - Old Town La Verne Holiday Stroll, Old Town La Verne, 12:00 pm - 7:00 pm

Monday, December 15 - City Council Meeting, City Hall, 5:30 pm

Saturday, December 20 - Household Hazardous Waste Collection Event - LA County, Brackett Field, 9:00 am - 3:00 pm

Thursday, December 25 - Christmas Morning Event, Throughout La Verne, 7:00 am - 11:00 am