

# CITY OF LA VERNE

## CITY COUNCIL AGENDA

Don Kendrick, Mayor

Charlie Rosales, Mayor Pro Tem

Donna Redman, Council Member

Robin Carder, Council Member

Tim Hepburn, Council Member



[www.ci.la-verne.ca.us](http://www.ci.la-verne.ca.us)

(909) 596-8726 - Phone

(909) 596-8740 - Fax

City Hall Council Chamber

3660 D Street

La Verne, CA 91750

---

**Monday, June 06, 2016 - 6:30 p.m.**

**City Hall**

**Council Chambers**

**3660 D Street, La Verne, CA 91750**

Attendance and participation at the City of La Verne Council meetings are welcomed and appreciated. Community engagement provides the City Council with valuable information. Regular Meetings are held on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of every month. 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.

All items submitted for future agendas must be in writing to the Deputy City Clerk no later than 5 p.m. on the Monday prior to the first and third Monday of each month. Materials related to an item on this agenda, submitted to the Council after distribution of the agenda packet, are available for public inspection at the meeting or in the City Clerk's Office during normal business hours.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:** Council Member Hepburn, Council Member Redman, Council Member Carder, Mayor Pro Tem Rosales and Mayor Kendrick

4. **ANNOUNCEMENTS AND PRESENTATIONS**

1. **Police Officer David Weaver Badge Pinning** - David was born in Ontario, California where he attended school and obtained the rank of Eagle Scout at the age of 17. He and his wife Kendahl moved to Oklahoma in 2006, where he attended Southwestern Oklahoma State University obtaining a Bachelor of Science degree and his Master's degree in 2010. While in the Boy Scouts, David mentored troubled youth which propelled him to seek a career in law enforcement. In 2011, Dave was offered a position as a Patrol Officer in Elk City Oklahoma where he received the Officer of the Year Award in 2013. David's dream was to work for a police agency in Southern California and in 2015, he was hired by La Verne Police. David recently graduated from the Los Angeles County Sheriff's Academy class #412. His badge will be pinned by his wife Kendahl.
  
2. **Battalion Chief Robert Russell Badge Pinning** - Robert began his career with the City of La Verne in October of 1990, as a reserve firefighter. In December of 1994, he was appointed to Firefighter Paramedic and then promoted to engineer in 2004 and Fire Captain in 2010. On May 13, 2016, he was appointed as the Battalion Chief and also serves as the department's Fire Marshal. He holds a Bachelor's degree in Organizational Management from the University of La Verne and a Master's degree in Leadership from the University of Southern California. He is married to his wife of 20 years, Laura. He and his wife live in Norco and have three children; Brooke, Bryce, and Allison. His badge will be pinned by his wife Laura.
  
3. **Captain Sam Dominick Jr. Badge Pinning** - Sam began working for the City of La Verne as a volunteer Reserve and Apprentice Firefighter in 1995, and was hired as a Firefighter/Paramedic in 2003. He has worked as an Engineer/Paramedic since 2010, and on May 13, 2016, he was promoted to Captain. He is also the Apprentice Firefighter Program Coordinator. Sam graduated from Mt. SAC's 15<sup>th</sup> Fire Academy in 1995, where he has continued as an instructor for the past 14 years. He graduated from Paramedic Training Institute in 2003, and obtained his Bachelor of Science degree from Cal State Long Beach in 2007. Sam and his bride Jaime have been married 14 years, and live in Rancho Cucamonga with their children Sammy III and Sophia. Sam's badge will be pinned by his wife Jaime.
  
4. **Engineer/Paramedic Steve Paige Badge Pinning** - Steve grew up in Covina. In 1996, he graduated from Mt. SAC's 17<sup>th</sup> Fire Academy and began volunteering as a Reserve Firefighter for the City of La Verne. When the Fire reserve program transitioned to the apprentice program, Steve was one of the original 7 Apprentice Firefighters. He graduated from Mt. SAC's 42<sup>nd</sup> Paramedic Class in 2001, and a day later began working as a Firefighter/Paramedic for the City of La Verne. On May 13<sup>th</sup>, Steve was promoted to Engineer/Paramedic. Steve has 3 children: Rylee, Harlee, and Bronson. His badge will be pinned by his girlfriend Cathy.

5. **Engineer/Paramedic Joe Mancino Badge Pinning** - Joe grew up in Glendora. He was hired by the City of La Verne in 2005 as an apprentice firefighter, and then as a Firefighter/Paramedic in 2010. On May 13, 2016, Joe was promoted to Engineer/Paramedic. Joe and his wife Danielle live in La Verne with their 11 month old daughter, Blake. His badge will be pinned by his wife Danielle.
  
6. **Firefighter/Paramedic Andre Flores Badge Pinning** - Andre grew up in Rancho Cucamonga, and currently lives with his wife Melissa and his one year old daughter Amaya. Andre graduated from Mt. San Antonio College's 49<sup>th</sup> Basic Fire Academy in 2009. He also received his Associate's degree in Fire Technology in 2012, and graduated from El Camino College's Paramedic Training Institute in 2014. Andre has been a Firefighter Apprentice with the City of La Verne since May of 2013. Prior to his employment, he worked as a paramedic with Schaefer Ambulance Company in their Pomona Division. Andre was hired as a Firefighter/Paramedic on May 2, 2016. He will have his badge pinned by his wife Melissa and his daughter Amaya.
  
7. **Firefighter/Paramedic Ryan McConathy Badge Pinning** - Ryan grew up in Glendora and has worked for the City of La Verne as an Apprentice Firefighter since 2013. On May 1, 2016, Ryan was hired as a Firefighter/Paramedic with the City of La Verne. Ryan graduated from Mt. SAC's 39<sup>th</sup> Basic Fire Academy in 2005, began working for American Medical Response in 2007, and graduated from NCTI's Paramedic Program in 2010. He and his wife Robin, live in San Dimas with their 3 children Joshua, Brandon, and Lauren. Ryan's badge will be pinned by his wife Robin.
  
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.) ***NOTE: Mayor Kendrick will abstain from voting on Item 5.C.3 Resolution No. 16-36, (intention to approve the annual report for the Old Town La Verne Business Improvement District and scheduling a public hearing) because he owns a business within the district boundaries and Council Member Carder will abstain from voting on item 5.C.7. Resolution No. 16-41, because she owns property within District No. 84- 1M.***
  - a. **City Council Minutes** of the adjourned meeting of April 18, 2016, amended regular meetings of March 21, 2016 & April 4, 2016, and regular meetings of May 2 & 16, 2016, to be received and filed.
  
  - b. **Register of Audited Demands** in the amount of \$836,456.29 dated May 9, 2016; in the amount of \$1,305,189.64, dated May 17, 2016; and in the amount of \$804,624.73, dated May 23, 2016, approval recommended.

c. **Resolution(s) passage and adoption recommended, as follows:**

1. **Resolution No. 16-35** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE JOINT REGIONAL INTELLIGENCE CENTER (JRIC) FOR FINANCIAL SUPPORT SERVICES (EFFECTIVE JULY 1, 2016) - ***The City Council is requested to approve an agreement to provide financial support services with the Joint Regional Intelligence Center. Staff recommends that the City Council should approve the attached Resolution No. 16-35, which authorizes the City Manager to execute the agreement for financial support services.***
  
2. **Resolution No. 16-36** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DECLARING ITS INTENTION TO APPROVE THE ANNUAL REPORT OF THE OLD TOWN LA VERNE BUSINESS IMPROVEMENT DISTRICT WHICH INCLUDES A BUDGET AND REESTABLISHES THE BOUNDARIES AND ASSESSMENT FORMULA FOR THE 2016-2017 FISCAL YEAR AND SETS A PUBLIC HEARING ON THE MATTER - ***An annual public hearing is required to consider the Annual Report of the Old Town La Verne Business Improvement District (OTLVBID) and has been scheduled for June 20, 2016. At said hearing, the City Council will be requested to: 1) Receive and file a report of the OTLVBID prior year activities. 2) Approve the proposed OTLVBID 2016-2017 Annual Budget, and incorporate it into the overall City Budget. Staff recommends the City Council adopt the attached Resolution No.16-36 declaring its intention to approve the OTLVBID Annual Report and sets a public hearing on the matter for June 20, 2016. 3) Approve re-establishment of the District boundaries and assessment formula. Old Town La Verne. NOTE: Mayor Kendrick will declare a conflict of interest and abstain from voting on Resolution No. 16-36 because he owns a business within the district boundaries.***
  
3. **Resolution No. 16-37** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING NEW AND ANNUAL (FISCAL YEAR 2016-17) & MULTI YEAR SERVICE AGREEMENTS - ***Each year, the City Council considers new and annual and multi-year agreements. All agreements presented to City Council are either renewals or extensions of agreements previously approved by City Council except for TriCounty Pump Company which is a new agreement that provides services to repair and maintain pumps, wells, motors and controls. All service agreements will be approved with one motion unless separate discussion is requested by Council.***

4. **Resolution No. 16-38** - A RESOLUTION OF THE CITY COUNCIL, CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING THE "ENGINEER'S REPORT" FOR ANNUAL LEVY OF ASSESSMENTS FOR FISCAL YEAR 2016-17 IN THE EXISTING LANDSCAPING & LIGHTING MAINTENANCE DISTRICT WITHIN SAID CITY, DECLARING ITS INTENTION TO PROVIDE FOR ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR SAME DISTRICT PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2, OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA, AND SETTING A TIME AND PLACE FOR PUBLIC HEARING THEREON (LLMD #6) - *Pursuant to the requirements of the Landscape and Lighting Act of 1972, part of Division 15 of the Streets and Highway Code of the State of California, an Engineer's Report for Landscape and Lighting Maintenance District No. 6, including special zones, those areas receiving specific benefit in addition to the special citywide benefit has been prepared for City Council approval. Said approval sets the levy of assessments for Fiscal Year 2016-17 and sets the public hearing for July 18, 2016. This report includes descriptions of improvements to be maintained and services to be performed by the City. With the approval of the Utility Tax, the Citywide District Assessment (Zone 1) is proposed to remain at zero. No charge in the assessment levy is being proposed for the subject special benefit in Zones 2, 3, and 4-2. Zone 4-1 is proposed to be reduced by a \$1.45 from its maximum of \$141.85 while Zone 5 is proposed to increase to its maximum of \$305.71 to pay for improvements to the Puddingstone Drive landscaping. The formation of Zone 6 allowed for CPI increases which with the March 2016 CPI of 1.7% allows for a maximum assessment per parcel of \$248.93. The maximum assessment is proposed to be levied with the City Funding (Loan) \$2,182.10 to complete landscaping improvements. Staff is recommending that the City Council adopt the Resolution No. 16-38, preliminarily approving the Engineer's Report and setting the public hearing for the levying of assessment for Citywide District and the subject Zones for July 18, 2016.*
  
5. **Resolution No. 16-39** - A RESOLUTION OF THE CITY COUNCIL, CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING THE "ENGINEER'S REPORT" FOR ANNUAL LEVY OF ASSESSMENTS FOR FISCAL YEAR 2016-17 IN THE EXISTING LANDSCAPING & LIGHTING MAINTENANCE DISTRICT WITHIN SAID CITY, DECLARING ITS INTENTION TO PROVIDE FOR ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR SAME DISTRICT PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2, OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA, AND SETTING A TIME AND PLACE FOR PUBLIC HEARING THEREON (LLMD #7) - *Pursuant to the provisions of Division 15, Part 2, of the Streets and Highway Code, an Engineer's Report for Landscape and Lighting Maintenance District No. 7 (La Verne Heights III) has been prepared for City Council preliminary approval. Said approval sets the levy of assessments for Fiscal Year 2016-17 and sets the public hearing for July 18, 2016. There is no proposed increase in the assessment. Staff is recommending that the City Council should adopt the Resolution No. 16-39, preliminarily approving the Engineer's Report and set the public hearing for levying a full year's assessment for July 18, 2016.*

6. **Resolution No. 16-40** – A RESOLUTION OF THE CITY COUNCIL, CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING THE “ENGINEER’S REPORT” FOR ANNUAL LEVY OF ASSESSMENTS FOR FISCAL YEAR 2016-17 IN THE EXISTING LANDSCAPING & LIGHTING MAINTENANCE DISTRICT WITHIN SAID CITY, DECLARING ITS INTENTION TO PROVIDE FOR ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR SAME DISTRICT PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2, OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA, AND SETTING A TIME AND PLACE FOR PUBLIC HEARING THEREON (LLMD #8) - *Pursuant to the provisions of Division 15, Part 2, of the Streets and Highways Code, an Engineer’s Report for Landscape and Lighting Maintenance District No. 8 (Marshall Canyon Estates Specific Plan development) has been prepared for City Council preliminary approval. Said approval sets the levy of assessments for Fiscal Year 2016-17 and sets the public hearing for July 18, 2016. It is proposed to set the assessment at the 1996-97 approved full year’s levy. Staff is recommending that the City Council should adopt Resolution No. 16-40, preliminarily approving the Engineer’s Report and setting the public hearing for July 18, 2016.*
  
7. **Resolution No. 16-41** - A RESOLUTION OF THE CITY COUNCIL, CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DECLARING ITS INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2016-17 IN A SPECIAL MAINTENANCE DISTRICT, AND SETTING A TIME AND PLACE FOR PUBLIC HEARING THEREON (84-1M.) - *Attached for City Council review is the Engineer’s Report for Maintenance District No. 84-1M. The report contains a reference to the existing plans and specifications for the area to be maintained, the estimated cost to maintain for the Fiscal Year July 1, 2016 to June 30, 2017, and the assessment diagram. It is proposed that there will be no change in the assessment from the previous sixteen years. Staff is recommending that City Council approve the Engineer’s Report on a preliminary basis and set the Public Hearing for July 18, 2016. Staff is recommending that City Council should adopt Resolution No. 16-41, approving the Engineer’s Report, setting the public hearing for July 18, 2016. **NOTE: Council Member Carder will declare a conflict of interest and abstain from voting on Resolution No. 16-41, because she owns property within District No. 84-1M.***
  
8. **Resolution No. 16-42**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA AUTHORIZING THE EXECUTION OF A LEASE AGREEMENT WITH WEST COVINA WHOLESALE NURSERY FOR USE OF THE CITY’S AMHERST PROPERTY - *West Covina Wholesale Nursery has conducted wholesale nursery operations at the City’s Amherst property since 1995. The existing lease with WCWN has expired and both parties are seeking to renew the lease for an additional five year period. Staff recommends adopt Resolution No. 16-45 approving a lease agreement with West Covina Wholesale Nursery for use of City owned property located at 2898 Amherst Avenue. This action is categorically exempt under Section 15301 (Existing Facilities) of the California Environmental Quality Act and City of La Verne environmental guidelines.*

6. **PUBLIC HEARINGS**

**City of La Verne's 2016 Urban Water Management Plan** - The California Urban Water Management Planning Act requires water suppliers providing water to 3,000 or more customers or more than 3,000 acre-feet per year to update and adopt an Urban Water Management Plan every five years. The plan aids water utilities in assessing their water resource needs to ensure the appropriate level of service reliability to meet customer demand both today and in the future. The plan is also used by the State to assist in the assessment of water resource reliability state-wide.

**Staff Recommendation:**

The City Council should take the following actions:

1. Conduct a public hearing on the matter;
2. Approve Resolution No. 16-43, adopting the City of La Verne's 2016 Urban Water Management Plan.

**RESOLUTION NO. 16-43 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA ADOPTING THE 2016 URBAN WATER MANAGEMENT PLAN**

7. **OTHER MATTERS**

- a. **Refinance of the Pension Obligation Bonds** - The City Council is requested to approve an internal loan in the amount of \$2,500,000 to pay off the City's outstanding 2006 Pension Obligation Refunding Bonds on August 1, 2016.

**Staff Recommendation:**

The City Council should approve the attached Promissory Note, and authorize the City Manager and Finance Officer to execute the Promissory Note between the General fund and the Miramar Water Fund.

- b. **Approval of Grant Agreement for Preschool Program** - The City was notified on May 17, 2016, that our Preschool was awarded a \$258,000 grant for funding from the Los Angeles Universal Preschool (LAUP). These funds will be used to purchase computers, a copier, projectors and screens, tablets, a small playground, and tables and chairs. All that is required before the money is received is for the attached agreement to be executed by the Mayor.

**Staff Recommendation:**

The City Council should approve the Grant Agreement for \$258,000 with the Los Angeles Universal Preschool.

- c. **Contract Agreement with Rincon Consultants Inc., for the Preparation of Environmental Document for the University of La Verne's Master Plan Update** - Staff is proposing that the City enter into an agreement with Rincon Consultants, Inc. to prepare the environmental document in conjunction with the University of La Verne's proposed Master Plan Update. ***NOTE: Mayor Kendrick will abstain from voting on this item because he owns a business within 500 feet of the University of La Verne's boundaries and Council Members Carder and Redman will abstain from voting because they are employed by University of La Verne. State law provides that when the Council cannot act because it does not have a quorum to take a valid vote, the Rule of Necessity can be invoked to permit the participation of a disqualified member. In order for the item to be considered, a quorum may be obtained by selecting a Council Member by lot that has a conflict. The Council Member selected may fully participate in discussion and voting on the item.***

**Staff Recommendation:**

The City Council should adopt Resolution No. 16-44, approving the draft contract agreement (Attachment A) with Rincon Consultants, Inc. for \$209,434.

**Resolution No. 16-44** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING AN AGREEMENT WITH RINCON CONSULTING, INC. FOR ENVIRONMENTAL CONSULTING SERVICES IN CONJUNCTION WITH THE UNIVERSITY OF LA VERNE'S PROPOSED MASTER PLAN UPDATE

- d. **Establish a City Council Committee for Teen Center** - Staff is requesting that City Council select two Council Members to participate on a Teen Center Committee. At the May 16, 2016, City Council meeting, Council adopted the 2016 Strategic Plan Update. As part of the plan, Council approved exploring the options for locating and funding a Teen Center for the community. Staff completed an action plan outlining the necessary steps to go forward on this project. The first step is to establish a City Council Committee. The committee's purpose is to evaluate the action items deciding what is best for the youth of our community and recommend the findings to Council.

**Staff Recommendation:**

The City Council should select two Council Members to participate on the Teen Center Committee.

8. **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. Any person desiring to speak should complete a 'Speaker Card,' located at the podium, and hand it to the Deputy City Clerk. When addressing the Council, please go to the podium and state your name and address for the record. The Mayor reserves the right to place limits on duration of comments.
  
9. **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.
  
  
  
  
  
  
  
  
  
  
10. **CLOSED SESSION** - No matters scheduled.
  
  
  
  
  
  
  
  
  
  
11. **ADJOURNMENT**

***THE NEXT REGULAR MEETING** of the La Verne City Council  
is scheduled for **Monday, June 20, 2016, at 6:30 p.m.***

**ADVISORY STAFF**

- \_\_\_\_\_ Robert Russi, City Manager
- \_\_\_\_\_ Teri Baker, Assistant to the City Manager
- \_\_\_\_\_ Robert Kress, City Attorney
- \_\_\_\_\_ Lupe Gaeta Estrella, Deputy City Clerk
- \_\_\_\_\_ Dan Keeseey, Director of Public Works
- \_\_\_\_\_ Hal Fredericksen, Director of Community Development
- \_\_\_\_\_ Richard Martinez, Finance Officer
- \_\_\_\_\_ Bill Aguirre, Director of Community Services
- \_\_\_\_\_ Scott Pickwith, Police Chief
- \_\_\_\_\_ Pete Jankowski, Fire Chief
- \_\_\_\_\_ Dominic Milano, City Engineer
- \_\_\_\_\_ Bill Elftman, Information Services Manager