

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL OF THE CITY OF
LA VERNE HELD IN THE COUNCIL CHAMBERS
OF THE LA VERNE CITY HALL
Monday, July 18, 2016**

1. A regular meeting of the La Verne City Council was called to order by Mayor Kendrick at 6:30 p.m.

2. Council Members present: Mayor Don Kendrick
Mayor Pro Tem Charles Rosales
Council Member Donna Redman
Council Member Robin Carder
Council Member Tim Hepburn

Absent: None.

Advisory personnel present: City Manager Robert Russi
City Attorney Robert L. Kress
Assistant to the City Manager Teri Baker
Deputy City Clerk Lupe Gaeta Estrella
Public Works Director Dan Keesey
Community Development Director Hal G. Fredericksen
Community Services Director Bill Aguirre
Finance Officer Richard Martinez
Police Chief Scott Pickwith
Fire Chief Pete Jankowski
City Engineer Dominic Milano
Information Services Manager Bill Elftman
Personnel Officer JR Ranells
Acting Police Captain Elizabeth Garcia
Community Services Coordinator Yvonne Duran

3. Pledge of Allegiance was led by Mayor Kendrick.

Letter from Christopher Acosta Mayor Kendrick read a letter from Christopher Acosta, a court trustee, serving his sentence at the La Verne Police Department. In his letter he thanked and commended the La Verne Police Department. He expressed his sincere gratitude and respect to the Department, and staff, especially, Lieutenant Sam Gonzales and Sergeant Mortazavi for their kindness, helpfulness, and support while serving his time at the La Verne Police Department.

Letter from Meals on Wheels Board Member Jefferson Hill Sr. Mayor Kendrick read a letter from La Verne resident and Board Member of the La Verne/San Dimas Meals on Wheels Jefferson Hill, Sr. Mr. Hill reported that their organization has delivered 5,283 meals from January 2016 through June 2016. Mayor Kendrick commended the organization, stating they are an amazing gift to the community and to the seniors in providing such a valuable service.

4. Announcements and Presentations

Police Badge Pinning of Police Officer Carlos Flores

Mayor Don Kendrick, on behalf of the City Council, introduced and congratulated newly hired Police Officer Carlos Flores. Carlos Flores' family has lived in La Verne since 1993 and he graduated from Damien High School in 1998, where he played football, was on the wrestling team and ran track. In 2007, Carlos graduated from Cal State Los Angeles with a Bachelor's degree in Business Administration/Finance. Carlos was hired by the La Verne Police Department and graduated from the Los Angeles County Sheriff's Academy on July 1, 2016. Carlos is married and has two children; Domenic, 10, and Ava, 5. His wife Jamie pinned his badge.

Introduction of New Bonita Unified School Superintendent Christina Goennier

Mr. Jim Elliott, Bonita Unified School District Board President, introduced Ms. Christina Goennier, the new Bonita Unified School District Superintendent. Mayor Kendrick, on behalf of the City Council, welcomed her and stated they look forward to working with her and continuing the partnership with Bonita Unified School District.

Presentation by Supervisor Michael D. Antonovich of a Preschool Grant Check

Supervisor Michael D. Antonovich and his Chief Deputy Kathryn Barger presented a check to the City in the amount of \$258,000 for the La Verne Preschool. This grant was awarded to the Community Services Department to enhance technology in the City's Preschool Program at Veterans Hall. Mayor Kendrick, on behalf of the City Council, thanked Supervisor Antonovich.

5. At 6:48 p.m., the City Council recessed and immediately reconvened to regular session at 6:53 p.m.

6. Consent Calendar

It was moved by Hepburn, seconded by Rosales, and unanimously carried to accept, approve, or act on the Consent Calendar, including the amended City Council Minutes of June 20, 2016, as presented, as follows:

City Council Minutes

City Council Minutes of the regular meeting of June 20, 2016, as amended, ***received and filed.***

City Council Minutes of the adjourned meeting of June 20, 2016, were pulled for correction.

Register of Audited Demands

Register of Audited Demands in the amount of \$171,848.54 dated June 13, 2016; in the amount of \$2,545,823.65 dated June 21, 2016; and in the amount of \$1,247,793.50 dated June 28, 2016. ***Approved as recommended.***

Treasurer's Report

Treasurer's Report for the month of June 2016 ***received and filed.***

Resolution (s) passed & adopted, as recommended, as follows:

Resolution No. 16-51,
Determining Special Tax for the
2016-17 Fiscal Year
(Community Facilities District
No. 90-1)

Resolution No. 16-51 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DETERMINING SPECIAL TAX FOR THE 2016-17 FISCAL YEAR (COMMUNITY FACILITIES DISTRICT NO. 90-1) - In January 1991, the City Council approved Ordinance No. 817, authorizing the levy of a special tax for the Community Facilities District No. 90-1. The special taxes are to be levied each year on those properties contained in the District (La Verne Industrial Specific Plan) for the operation and maintenance of the public infrastructure. Refer to Exhibit "A" of Resolution No. 16-51, for those properties which are to receive a levy. The formation of the District allowed for an annual increase not to exceed 5%. These taxes will fund public safety services, sewer pump maintenance, street maintenance, and related administrative costs for services provided to the District. The total square footage assessed this Fiscal Year is 1,878,806.

Staff recommended that the City Council should adopt Resolution No. 16-51, levying a special tax for the 2016-17 Fiscal Year per the schedule shown in Exhibit "A" attached to the resolution, which increases the rate by 1.7 % to address the cost of living increases based on the annual consumer price index ending March 2016. ***Approved as recommended by staff.***

Resolution No. 16-52,
Determining Special Tax for the
2016-17 Fiscal Year
(Community Facilities District
No. 11-1)

Resolution No. 16-52 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DETERMINING SPECIAL TAX FOR THE 2016-17 FISCAL YEAR (COMMUNITY FACILITIES DISTRICT 11-1) - On May 16, 2011, the City Council approved Ordinance No. 1023 authorizing the levy of a special tax for the Community Facilities District No. 11-1. The special taxes are to be levied each year on those properties contained in the District for the financing of the fire suppression and prevention services necessary to serve the buildings determined to be taxable. The "Map of Proposed Boundaries of City of La Verne Community Facilities District No. 11-01" of the original rate and method of apportionment report shows these properties within the District. A copy of this exhibit was submitted in the Agenda for reference. The total square footage of permitted and/or developed property assessed this Fiscal Year is 165,664.

Staff recommended that the City Council should adopt Resolution No. 16-52, levying a special tax for the 2016-17 Fiscal Year per the schedule shown in Exhibit "A" attached to the resolution. ***Approved as recommended by staff.***

Resolution No. 16-55,
Adopting a Salary
Chart for all Full-time
Employees

Resolution No. 16-55 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ADOPTING A SALARY CHART FOR ALL FULL-TIME EMPLOYEES AND REPEALING RESOLUTION NO. 16-16. The resolution and salary table reflect changes in the salaries for full-time employees.

Staff recommended that the City Council should adopt Resolution No. 16-55, amending the salary table for affected positions. ***Approved as recommended by staff.***

Resolution No. 16-56,
Adopting a Salary Chart for all
Part-time Employees

Resolution No. 16-56 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ADOPTING A SALARY CHART FOR ALL PART-TIME EMPLOYEES AND REPEALING RESOLUTION NO.16-17. The resolution and salary table reflect changes in the salaries for part-time employees.

Staff recommended that the City Council should adopt Resolution No. 16-56, amending the salary table for affected positions. ***Approved as recommended by staff.***

Resolution No. 16-57,
Approving Class Specification
for Director of Finance,
Assistant City Clerk, Irrigation
Specialist, and Elections
Coordinator

Resolution No. 16-57 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING A CLASS SPECIFICATION FOR DIRECTOR OF FINANCE, ASSISTANT CITY CLERK, IRRIGATION SPECIALIST, AND ELECTIONS COORDINATOR - After evaluating classifications within the City Manager's Department, staff recommended a change in authorized positions. The recommended changes are necessary to accurately reflect current duties and tasks being completed by staff, as well as better correspond to market comparables. In accordance with the City's personnel rules and regulations, such changes require City Council approval.

Staff recommended that the City Council should adopt Resolution No. 16-57 approving a class specification for Director of Finance, Assistant City Clerk, Irrigation Specialist, and Elections Coordinator. ***Approved as recommended by staff.***

Resolution No. 16-62,
Authorizing an Agreement with
Leibold, McClendon, and Mann
for Special Legal Services
Regarding the La Verne
Wilderness Master Plan
Environmental Document

Resolution No. 16-62 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING AN AGREEMENT WITH LEIBOLD, McCLENDON, AND MANN FOR SPECIAL LEGAL SERVICES ASSOCIATED WITH THE ENVIRONMENTAL DOCUMENT AND ALL NECESSARY APPROVALS REGARDING THE LA VERNE WILDERNESS MASTER PLAN - Due to the proximity of the City Attorney's residence to the La Verne Wilderness area, it is necessary for him to recuse himself from representing the City in its review of the area's Master Plan. As such, the City Council was requested to approve an agreement to engage Leibold McClendon & Mann P.C., as special legal counsel to work on the environmental document and all necessary approvals associated with the Master Plan's adoption.

Staff recommended that the City Council should adopt Resolution No 16-62, approving the agreement for special legal services associated with the La Verne Wilderness Area Master Plan. Additionally, funds for this work were set aside as part of the overall project; however, Council is asked to appropriate \$20,000 from the project fund (412-7413) to (101-1700 (Legal Services). ***Approved as recommended by staff.***

Resolution No. 16-63,
Authorizing an Agreement with
Kyocera Document Solutions to
provide Printer and
Multifunction Equipment for the
Public Safety Building

Resolution No. 16-63 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING AN AGREEMENT WITH KYOCERA DOCUMENT SOLUTIONS TO PROVIDE PRINTER AND MULTIFUNCTION EQUIPMENT FOR THE PUBLIC SAFETY BUILDING - In a review of the current agreement staff determined that they could improve printer and copier equipment service, and reduce costs, if they consolidated all the peripherals at the Public Safety Building. As such, Council is asked to consider the approval of the attached 5-year lease agreement with Kyocera Document Solutions.

Staff recommended that the City Council should approve Resolution No. 16-63, authorizing the execution of the attached agreement with Kyocera Document Solutions.). ***Approved as recommended by staff.***

Ordinance(s) second reading, passed and adopted, as recommended, as follows:

Ordinance No. 1068,
Amending Various Sections of
the La Verne Municipal Code
Relating to Non-Conforming
Structures and Parking
Regulations

Ordinance No. 1068 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AMENDING VARIOUS SECTIONS OF TITLE 18 OF THE LA VERNE MUNICIPAL CODE RELATING TO NON-CONFORMING STRUCTURES AND PARKING REGULATIONS - Ordinance No. 1068 amends various sections of Title 18 of the La Verne Municipal Code as it relates to non-conforming structures, uses, and parking requirements. These modifications clarify the process of making modifications to non-conforming structures, and ensure that required modifications, such as Americans with Disabilities Act (ADA) projects, can occur without special approvals and parking requirements for restaurants are modified from the current ratio to a more simple and enforceable ratio. ***Approved as recommended by staff.***

7. Conflict of Interest

Council Member Carder declared a conflict of interest because she is a member of the Board of Directors for a homeowners' association that oversees property appearing on the weed abatement list and she left the Council Chambers.

Confirmation of 2015-16 Weed
Clearance Charges

City Manager Russi reported on the 2015-16 Weed Clearance Charges. He stated that on March 7, 2016, the City Council authorized the Los Angeles County Department of Agriculture to conduct weed clearance on specific parcels within the City. The purpose of this hearing is to approve the costs that will be passed on to property owners. A notice of this hearing was sent to the affected property owners.

Mayor Kendrick called for any protests or public testimony on this matter. There being none, the Mayor closed the public hearing.

It was moved by Redman, seconded by Hepburn, and carried by a vote of 4-0 (Carder abstained) to confirm the list of charges and direct the County Auditor to enter the assessment against the parcels of land on the current assessment roll.

8. Conflict of Interest Council Member Carder declared a conflict of interest because she owns property within the boundaries of Maintenance District 84-1M and she left the Council Chambers.
- Maintenance District No. 84-1M (Esperanza Slopes); Public Hearing and Resolution Providing for the Annual Levy City Manager Russi reported on the Maintenance District No. 84-1M (Esperanza Slopes) Public Hearing and Resolution providing for the Annual Levy. He stated that on June 6, 2016, the City Council set July 18, 2016 at 6:30 p.m. as the date and time for the public hearing for the subject assessment district. Submitted in the Agenda are the Engineer's Report and the Staff report from the June 6, 2016 meeting. The 2016-2017 assessment is proposed to remain at the same level as the last eighteen years.
- The Mayor declared the public hearing opened and called for public testimony. There being none, he declared the public hearing closed.
- At the conclusion of the hearing, it was moved by Rosales, seconded by Hepburn, and carried by a vote of 4-0 (Carder abstained) to adopt Resolution No. 16-61, providing for the annual levy and collection of assessment for District No. 84-1M for Fiscal Year 2016-2017.
- Resolution No. 16-61** - A RESOLUTION OF THE CITY COUNCIL, CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT AND PROVIDING FOR THE LEVY OF THE ANNUAL ASSESSMENT IN A SPECIAL MAINTENANCE DISTRICT (84-1M). **Approved.**
- Council Member Carder returned to the Council Chambers and took her seat.
9. Citywide Landscaping and Lighting District No. 6 and Zones 2, 3, 4-I, 4-II, 5 and 6, Public Hearing and Resolution Providing for the Annual Levy City Manager Russi reported on the Citywide Landscaping and Lighting District No. 6 and Zones 2, 3, 4-I, 4-II, 5 and 6, Public Hearing and Resolution providing for the Annual Levy. He stated that on June 6, 2016, the City Council set July 18, 2016 at 6:30 p.m. as the date and time for the public hearing for the subject assessment district and its zones. Submitted in the Agenda are the Engineer's Report and the Staff report from the June 6, 2016 meeting. No charge in the assessment levy is being proposed for the subject special benefit in Zones 2, 3, and 4-II. Zone 4-I 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.
- The Mayor declared the public hearing opened and called for public testimony. There being none, he declared the public hearing closed.
- At the conclusion of the hearing, it was moved by Redman, seconded by Carder, and unanimously carried to adopt Resolution No. 16-58, providing for the annual levy and collection of assessment for the special zones

Resolution No. 16-58
Overruling Protests and
Providing for the Annual Levy
and Collection of Assessments
for Certain Landscaping
Maintenance in an Existing
District (LLMD #6)

Resolution No. 16-58 - A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, OVERRULING PROTESTS AND PROVIDING FOR THE ANNUAL LEVY AND COLLECTING OF ASSESSMENTS FOR CERTAIN LANDSCAPING MAINTENANCE IN AN EXISTING DISTRICT, ESTABLISHED PURSUANT TO VOTER APPROVAL (LLMD #6). **Approved.**

10. Citywide Landscaping and
Lighting District No. 7, Public
Hearing and Resolution
Providing for the Annual Levy

City Manager Russi reported on the Citywide Landscaping and Lighting District No. 7, Public Hearing and Resolution providing for the Annual Levy. He stated that on June 6, 2016, the City Council set July 18, 2016 at 6:30 p.m. as the date and time for the public hearing for the subject assessment district. Submitted in the Agenda are the Engineer's Report and the Staff report from the June 6, 2016 meeting. There is no proposed increase in the assessment from last year's levy, which was set at the maximum level.

The Mayor declared the public hearing opened and called for public testimony. There being none, he declared the public hearing closed.

At the conclusion of the hearing, it was moved by Redman, seconded by Carder, and unanimously carried to adopt Resolution No. 16-59, providing for the annual levy and collection of assessment for District No. 7 for Fiscal Year 2016-2017.

Resolution No. 16-59,
Overruling Protests and
Providing for the Annual Levy
and Collection of Assessments
for Certain Landscaping
Maintenance in an Existing
District (LLMD #7)

Resolution No. 16-59 - A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, OVERRULING PROTESTS AND PROVIDING FOR THE ANNUAL LEVY AND COLLECTING OF ASSESSMENTS FOR CERTAIN LANDSCAPING MAINTENANCE IN AN EXISTING DISTRICT, PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2, OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA (LLMD #7). **Approved.**

11. Citywide Landscaping and
Lighting District No. 8, Public
Hearing and Resolution
Providing for the Annual Levy

City Manager Russi reported on the Citywide Landscaping and Lighting District No. 8, Public Hearing and Resolution providing for the Annual Levy. He stated that on June 6, 2016, the City Council set July 18, 2016 at 6:30 p.m. as the date and time for the public hearing for the subject assessment district. Submitted in the Agenda are the Engineer's Report and the Staff Report from the June 6, 2016 meeting. There is no proposed increase in the assessment from last year's levy.

The Mayor declared the public hearing opened and called for public testimony. There being none, he declared the public hearing closed.

At the conclusion of the hearing, it was moved by Redman, seconded by Carder, and unanimously carried to adopt Resolution No. 16-60 providing for the annual levy and collection of assessment for District No. 8 for Fiscal Year 2016-2017.

Resolution No. 16-60,
Overruling Protests and
Providing for the Annual Levy
and Collection of Assessments
for Certain Landscaping
Maintenance in an Existing
District (LLMD #8)

Resolution No. 16-60 - A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, OVERRULING PROTESTS AND PROVIDING FOR THE ANNUAL LEVY AND COLLECTING OF ASSESSMENTS FOR CERTAIN LANDSCAPING MAINTENANCE IN AN EXISTING DISTRICT, PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2, OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA (LLMD #8). **Approved**

12. Public Comment

This was the time set aside for anyone wishing to address the City Council on items not listed in any other place on the agenda. Mayor Kendrick called for public comment.

Carolyn Elmore, 2772 Baseline Road, La Verne presented a petition from residents on Dawn Avenue and the 2700 block of Baseline Road, 416 & 517 Baseline Road, and 4300 block of Saint Mark requesting preferential parking due to ongoing issues with Leroy Haynes parking on residential streets adjacent to their residences and the increased traffic which causes a traffic hazard while accessing and exiting their driveways. She stated that she complained to La Verne City Hall, the La Verne Police Department, and the Los Angeles County Sheriff's Department regarding this problem and was never contacted.

City Manager Russi stated this was the first he had heard of this matter. He explained the process for obtaining preferential parking on residential streets. He stated that he will have a staff member contact her to address this matter and to schedule it for the next regular Council meeting.

George May, La Verne Library Manager invited the public and City Council to a free Maggie McClure concert sponsored by Los Angeles County Supervisor Michael D. Antonovich, in partnership with the Los Angeles County Arts Commission. The concert will be on Saturday, July 30, 2016, from 2:00 p.m. to 3:00 p.m., at the La Verne Library.

Jody Gmeiner, President and CEO, Pomona Valley Habitat for Humanity gave an update on the progress of the Habitat for Humanity house being built on First Street in the City of La Verne.

Gary Hunter, Chelsea, La Verne, inquired about the filtered rainwater collected in storm drain catch basins, and asked if it could be sent to Puddingstone Lake.

13. Council Comments and Meeting/Conference Reports

Council Member Carder reported on the opening of the University of La Verne's new parking structure. She stated that she has taken a tour of the new parking structure and it's beautiful. There are staff and security offices, bike stalls, and 25 parking stalls for public carpooling. She invited the public to take a tour of the new parking structure and invited them to the grand opening celebration on September 1, 2016, at 4:30 p.m.

Mayor Pro Tem Rosales agreed that the University of La Verne's new parking structure is beautiful and that it stands as a testament to the partnership between the University and City. He stated it took many years for the parking structure to come to fruition, and congratulated and commended staff for getting this project off the ground. He also stated that in regards to the storm water permit matter, he will be following it closely.

Council Member Redman reported that La Verne Day at the Fair will be held on Wednesday, September 7, 2016. The cost of admission for that day is \$5 with a flyer, and flyers are available at the La Verne Community Services Department and on the Fairplex website.

Council Member Hepburn stated that this was the first time he had ever heard about the resident's parking issues with LeRoy Haynes Center patrons and staff parking in front of their homes and the increased traffic. He stated that the City Council is very responsive and approachable, along with City staff. They are available by phone or email. He spoke about the University of La Verne's new parking structure and that it is amazing, and commended Mayor Pro Tem Rosales for his efforts in bringing the parking structure to fruition. He also reported on the progress and discussion regarding the loud train horns and efforts being taken to quiet them.

Mayor Kendrick also spoke about the University of La Verne's new parking structure. He stated that the City Council is very proactive in economic development by attracting businesses to La Verne and keeping them. The new parking structure will boost parking availability at the University and ease parking issues for the businesses in downtown La Verne and surrounding neighborhoods. He also commended Mayor Pro Tem Rosales for pushing for a parking structure. He spoke on the success of the Fourth of July parade and the many activities held that day. He said it was amazing and appreciated by everyone. He stated it was a great day for La Verne and that's what La Verne is all about.

Mayor Kendrick stated that the next regular meeting of the La Verne City Council scheduled for **Monday, August 1, 2016, is CANCELLED** due to lack of business and that the next regular meeting of the La Verne City Council is on **Monday, August 15, 2016 at 6:30 p.m.**

14. Adjournment at 7:24 p.m.

Respectfully submitted,



Lupe Gaeta Estrella, CMC
Assistant City Clerk