

CITY OF LA VERNE
CITY COUNCIL & SUCCESSOR AGENCY
AGENDA

Don Kendrick, Mayor
Charlie Rosales, Mayor Pro Tem
Donna Redman, Council Member
Robin Carder, Council Member
Tim Hepburn, Council Member



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City Hall Council Chamber
3660 D Street
La Verne, CA 91750

Tuesday, January 17, 2017 - 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 1st and 3rd 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 Assistant 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. **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.)
 - a. **City Council Minutes** of the adjourned and regular meetings of December 19, 2016, ***to be received and filed.***
 - b. **Register of Audited Demands** in the amount of \$899,270.80 dated December 27, 2016; and in the amount of \$611,451.63, dated January 3, 2017; ***approval recommended by staff.***
 - c. **Treasurer's Report for the Month of December 2016** to be ***received and filed.***
 - d. **Comprehensive Annual Financial Report for June 30, 2016** – The City has prepared its annual financial report that has been examined by our outside independent accounting firm - Rogers, Anderson, Malody & Scott, LLP. The audit report reflects the financial position and operating activities of the City for the fiscal year ending June 30, 2016.

Staff recommends that the City Council receive and file the Comprehensive Annual Financial Report for the year ending June 30, 2016.

- e. **Resolutions passage and adoption recommended.**
 1. **Resolution No. 17-01** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING EXECUTION OF A PUBLIC WORKS CONTRACT WITH GENTRY BROTHERS, INC. FOR THE BONITA AVENUE PAVEMENT REHABILITATION PROJECT. The public works department recently solicited bids for street maintenance of Bonita Avenue from Wheeler to White Avenue. The planned maintenance will include the removal and replacement of two inches of asphalt. The project was advertised on November 4th, and November 11th and bid proposals were received and opened on November 29th, 2016.

Staff recommends City Council approval of Resolution No. 16-93, which awards a public works contract to Gentry Brothers Construction, Inc., the lowest, responsible bidder, in the amount of \$284,304.00. Approval of the resolution also authorizes staff to approve change orders up to 10% of the contract amount per City Council policy.

This project is categorically exempt from the California Environmental Quality Act, Section 15301 – Existing Facilities, and City of La Verne environmental guidelines.
 2. **Resolution No. 17-02 & No. 17-03, Adopting a Salary Chart for Full-Time and Part-Time Employees and Repealing Resolution No.16-55 & No. 16-56** - The resolutions and salary tables reflect changes in the salaries for sworn full-time Fire Department personnel and part-time employees resulting from previously negotiated annual adjustments and increases in the California minimum wage.

Resolution No. 17-02 - 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. 16-55

Resolution No. 17-03 - 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. 16-56

Staff recommends the City Council adopt Resolutions No. 17-02 and No. 17-03, amending the salary table for affected positions.

f. **Ordinance(s) second reading passage** and adoption recommended, as follows:

1. **Ordinance No. 1072** - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AMENDING THE MUNICIPAL CODE BY REQUIRING A CITY LICENSE FOR TOBACCO RETAILERS. Enactment of a Tobacco Retail Licensing Ordinance will allow the City to enhance its ability to monitor and regulate sales of tobacco products and discourage the sale or distribution of tobacco products to underage persons.

Staff recommends the City Council adopt Ordinance No. 1072, amending the Municipal Code by requiring a City license for tobacco retailers.

The CITY COUNCIL will **RECESS** to meet as the **LA VERNE SUCCESSOR AGENCY**.

5. SUCCESSOR AGENCY MEETING

- a. **Approval of Successor Agency Minutes** from the meeting of February 16, 2016, to be received and filed as submitted.
- b. **Recognized Obligation Payment Schedule 17-18 – A & B** - Under State law the Successor Agency is required to prepare a Recognized Obligation Payment Schedule (ROPS) that reflects enforceable obligations due for a twelve-month period. The Agency is also required to prepare an administrative budget for this same time period. ROPS 17-18 and the related Administrative Budget covering obligations for the period July 1, 2017 through June 30, 2018 is being submitted to the Board. Upon approval by the Successor Agency it is to be transmitted to the appropriate State and County Agencies.

Staff Recommendation:

The Successor Agency Board should approve Resolution No. SA 2017-01.

Resolution No. SA-2017-01 - A RESOLUTION OF THE LA VERNE SUCCESSOR AGENCY APPROVING THE JULY 1, 2017, THROUGH JUNE 30, 2018, RECOGNIZED OBLIGATION PAYMENT SCHEDULE PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177(L) AND APPROVING THE SUCCESSOR AGENCY ADMINISTRATIVE BUDGET

The LA VERNE SUCCESSOR AGENCY will ADJOURN and the CITY COUNCIL will RECONVENE.

6. **OTHER MATTERS**

- a. **Renaming of Pelota Park to Kirk B Johnson Memorial - Pelota Park** - In October 2016, the City Council supported the Mayor's proposal for renaming Pelota Park in memory of lifelong La Verne community member Kirk B. Johnson. Since that time, staff and Mayor Kendrick have been working on the various aspects of that effort and are bringing the item back for Council review.

Staff Recommendation: The City Council should reaffirm the re-naming of Pelota Park to Kirk B. Johnson Memorial - Pelota Park.

- b. **Overhead Street Name Signs** - The Public Works department is scheduled to replace half of the overhead street name signs this fiscal year and the remaining half during 2017/18. Many of these signs have been in place since the development of the intersection and are in poor condition. The new signs will be branded with a city logo on the left side and will have the City of La Verne noted across the bottom, just below the actual street name. The City Council is requested to concur with the new design. Staff presented the new design to the Economic Development subcommittee.

Staff Recommendation The City Council should approve the new design of the overhead street name signs. A minute motion to that effect would be appropriate.

This project is categorically exempt from the California Environmental Quality Act, Section 15301 – Existing Facilities, and City of La Verne environmental guidelines.

7. **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 Assistant 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.

8. **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.

9. **CLOSED SESSION -**

The City Council will meet in closed session for the following purpose:

Conference with Labor Negotiator (Government Code Section 54957.6)

City Negotiators: City Manager, Personnel Officer, Director of Finance and City Attorney

Employee Organization(s): La Verne City Employees, La Verne Police Officers, and La Verne Police Middle Management Associations

10. **ADJOURNMENT**

THE NEXT REGULAR MEETING of the La Verne City Council
is scheduled for Monday, February 6, 2017, 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, Assistant City Clerk
- ___ Dan Keeseey, Director of Public Works
- ___ Hal Fredericksen, Director of Community Development
- ___ Richard Martinez, Director of Finance
- ___ Bill Aguirre, Director of Community Services
- ___ Nick Paz, Police Chief
- ___ Pete Jankowski, Fire Chief
- ___ Dominic Milano, City Engineer
- ___ Bill Elftman, Information Services Manager