

**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  
Tuesday, September 5, 2017**

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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 Tim Hepburn  
Council Member Robin Carder  
Council Member Charlie Rosales  
Council Member Muir Davis  
  
Absent: None.  
  
Advisory personnel present: City Manager Robert Russi  
Deputy City Attorney Lisa Kranitz  
Assistant to the City Manager Teri Ledoux  
Assistant City Clerk Lupe Gaeta Estrella  
Public Works Director Dan Keeseey  
Acting Community Development Director Eric Scherer  
Community Services Director Bill Aguirre  
Finance Director Richard Martinez  
Police Chief Nick Paz  
Fire Chief Pete Jankowski  
Personnel Officer JR Ranells  
Police Lieutenant Sam Gonzalez  
Associate Planner Collin Wahab  
Assistant Planner Maia McCurley
3. Pledge of Allegiance was led by Mayor Kendrick.
4. Presentation of Community Emergency Response Team (CERT) Certificates  
Fire Chief Jankowski reported on the Community Emergency Response Team. He stated that in August 2016, the City of La Verne Fire Department initiated the La Verne Community Emergency Response Team (CERT) Program. The first training classes began in early 2017, and there are 61 La Verne residents that have completed the CERT Basic Training Certification. The third eight-week CERT course recently completed training and the participants will be receiving their certificates tonight. These trained volunteers play a significant role in our community's emergency response to disasters. In addition to being ready to assist the city during times of crisis, team members also provide support at city events. Recent CERT activities have included bike race traffic control, community smoke alarm canvas events, and a multi-city CERT program-training event. In addition, present tonight are the La Verne CERT Community Coordinators, Jen and Jim Kesterson, and Jim Murphy. These three dedicated individuals coordinate all activities of the La Verne CERT program. On August 17, 2017, eleven new team members completed and graduated from basic training course for the CERT Program. The following individuals were presented with their certificate of completion and ID cards by Mayor Kendrick.

Linda Chute	Suzanne Horsburgh	Grace Rieger	Dan Woodard
Richard Chute	Sally McMahon	Walter Rieger	Margaret Woodard
Monica Ho	Mike McQuilliams	Steven Stepanian	

Mayor Kendrick, on behalf of the City Council, congratulated and thanked the graduates for participating in the program and for making La Verne a better City. He also thanked the La Verne Fire Department staff for their efforts and hard work on such an important program for the community.

5. Consent Calendar

It was moved by Carder, seconded by Davis, and unanimously carried to accept, approve, or act on the Consent Calendar, as follows:

2016-17 Registers of Audited Demands

**2016-17 Register of Audited Demands** in the amount of \$211,771.37 dated August 14, 2017; and in the amount of \$397,745.34, dated August 21, 2017. **Approved.**

2017-18 Register of Audited Demands

**2017-18 Register of Audited Demands** in the amount of \$931,316.44, dated August 15, 2017; and in the amount of \$292,413.29, dated August 22, 2017. **Approved.**

Canterwood Odor Update  
Creekside Development

**Canterwood Odor Update – Creekside Development** – This is the third update in regard to the petition that was received from homeowners/residents at Canterwood Road experiencing a bad odor coming from inside and outside of their homes which they believe is a product from the sewer lift station that is part of the Creekside residential project (22 new homes) under construction off of San Dimas Canyon Road. Staff continues to work with the developer of Creekside, Meritage Homes, to try and identify where the odor is originating from so it can be stopped.

Staff asked for further deferral until the next Council meeting to have ample time to get the pumps up and working again. The City will continue not to issue any new building permits, until at least the next Council meeting. **Approved.**

Youth and Family Action  
Committee Executive Board  
Appointment -

**Youth and Family Action Committee Executive Board Appointment** - The bylaws of the Youth and Family Action Committee (YFAC) allow for a five-member executive governing board that is appointed by City Council. Each member serves two-year terms. Board member Ernie Dorado's term has expired and he has accepted to serve another two-year term on the committee.

Staff recommended that the City Council reappoint Ernie Dorado, member-at-large, to the La Verne Youth and Family Action Committee for an additional two-year term. **Approved.**

Youth and Family Action  
Committee Minutes

**Youth and Family Action Committee Minutes** of June 27, 2017, **received and filed.**

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

Resolution No. 17-60,  
Authorizing an Agreement with  
the University of La Verne for a  
Homecoming Event

**Resolution No. 17-60** - 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 UNIVERSITY OF LA VERNE FOR A HOMECOMING EVENT - *The University of La Verne has submitted a request to use parts of Third Street, C Street and Second Street for Homecoming events on Saturday, October 28, 2017. The request specifically involves the closure of Third Street between B and C Streets, the closure of C Street between Third and Second Streets, and the closure of Second Street between C and D Streets. The street closures will occur from the hours of 12:01 a.m. to 3:30 p.m. on the day of the event. Recent policy has been to prepare individualized agreements for street closure events. Staff has therefore developed a standard agreement outlining the traffic control plan requirements, locations, and schedule, estimated.*

Staff recommended that the City Council should adopt Resolution No. 17-60, authorizing the City Manager to execute the Agreement with the University of La Verne permitting the Homecoming event on Third, C and Second Streets. **Approved.**

Resolution No. 17-61,  
Authorizing a Public Contract  
with MK Construction, Inc., for  
the Bowdoin Avenue Street  
Improvement Project

**Resolution No. 17-61** - 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 MK CONSTRUCTION, INC. FOR THE BOWDOIN AVENUE STREET IMPROVEMENTS PROJECT. - *The Public Works Department recently solicited bids for the Bowdoin Avenue Street Improvement Project, CDBG Project No. 601892-16. The planned improvements will include constructing new sidewalk, curb and gutter, driveway approaches, curb ramp, and pavement resurfacing. The project was advertised on July 28, and August 4, and bid proposals were received and opened on August 22, 2017. This project is categorically exempt from the California Environmental Quality Act, Section 15301 – Existing Facilities, and City of La Verne environmental guidelines.*

Staff recommended that the City Council approve Resolution No. 17-61 which awards a Public Works contract to MK Construction, Inc. the lowest, responsible bidder, in the amount of \$125,200.00. Approval of the resolution also authorizes staff to approve change orders up to 10% of the contract amount per City Council policy. **Approved.**

Resolution No. 17-62,  
Designating the Calkins-Perris  
House as a Local Landmark  
and Approving a Historical  
Property Agreement

**Resolution No. 17-62** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DESIGNATING THE CALKINS-PERRIN HOUSE AS A LOCAL LANDMARK; APPROVING A HISTORICAL PROPERTY AGREEMENT; AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT WITH THE OWNERS OF THE LANDMARK PROPERTY; AND RESCINDING RESOLUTION NO. 17-51 - *Staff made revisions to the Mills Act Contract which was approved at the August 21, 2017 City Council meeting. The revisions are regarding the ownership of the home which is under the Stahlman Family Trust, the trustees of which are William B. Stahlman and Karla A. Stahlman. The owners of 1635 5<sup>th</sup> Street, request: (1.) Recognition of the home, 1635 5<sup>th</sup> Street, as a local cultural landmark, and (2.) Approval of the revised Historical Property Agreement, also known as a "Mills Act" contract, which commits them and future owners to maintain their historic property in an exemplary manner and to retain or, where appropriate, restore historic features. The Agreement will result in lower property taxes for the owners.*

Staff recommends approval of Resolution No. 17-62 designating 1635 5<sup>th</sup> Street as a local landmark and approving the attached historical property agreement and rescinding Resolution No. 17-51. **Approved.**

6. Zoning Amendment Replacing Chapter 18.82 of the La Verne Municipal Code Relating to Medical and Recreational Marijuana, Case No. 76-17ZA

Associate Planner Collin Wahab reported on the Zoning Amendment replacing Chapter 18.82 of the La Verne Municipal Code relating to Medical and Recreational Marijuana, Case No. 76-17ZA. He stated that staff has prepared an ordinance that would delete and replace Chapter 18.82 of the La Verne Municipal Code which currently regulates uses relating to medical marijuana. The proposed ordinance is in response to the State of California's Adult Use of Marijuana Act (AUMA) which allows the sale, cultivation, and use of recreational marijuana. The proposed ordinance reestablishes regulations relating to medical marijuana as authorized by the Medical Marijuana Regulations and Safety Act (MMRSA) and adds restrictions regarding recreational marijuana in accordance with the AUMA. The Planning Commission, Development Review Committee, and staff recommended approval of the proposed Ordinance.

The City Council thanked Associate Planner Wahab for his report, and said that they understood they had to follow State law.

Mayor Kendrick opened the public hearing and called for comments on this matter.

Gary Hunter, Chelsea Drive, La Verne, stated he was against the use of marijuana and that it was wrong.

Council Member Rosales asked that commercial marijuana related businesses to please don't call him to come into the City of La Verne.

It was moved by Davis, seconded by Hepburn, and unanimously carried to introduce and place on first reading, Ordinance No. 1077, authorizing Municipal Code amendments relating to medical cannabis, personal cultivation of marijuana, and all commercial marijuana activities.

Ordinance No. 1077,  
Deleting and Readopting  
Chapter 18.82 of the LA  
Cannabis, Personal Cultivation  
of Marijuana and all  
Commercial Marijuana  
Activities

**Ordinance No. 1077** - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, STATE OF CALIFORNIA DELETING AND READOPTING CHAPTER 18.82 RELATING TO CANNABIS, PERSONAL CULTIVATION OF MARIJUANA, AND ALL COMMERCIAL MARIJUANA ACTIVITIES. **Approved.**

7. Accessory Dwelling Units  
Ordinance Amending the  
Zoning Provisions of the  
La Verne Municipal Code in  
Accordance with State Law

Assistant City Planner Maia McCurley reported on the Accessory Dwelling Units Ordinance amending the zoning provisions of the La Verne Municipal Code in accordance with State law. She stated that staff has prepared an Ordinance that would modify Title 18 of the La Verne Municipal Code relating to accessory dwelling units, also known as second units, in-law units and granny flats. The proposed Ordinance is in response to changes in State law regulating accessory dwelling units. The Planning Commission, and Development Review Committee and staff recommend approval.

Assistant Planner McCurley also reported that if the accessory dwelling is located within one-half mile walking distance of a public transit stop; is located within an architecturally and historically significant historic district, the dwelling is part of an existing primary residence or an existing accessory structure, on-street parking permits are required but not offered to the occupants of the accessory dwelling unit and when there is a car share vehicle located within one block of the accessory dwelling unit, off street parking shall not be required and overnight on-street parking permits will not be issued to new applicants as of October 18, 2017.

Council Member Davis stated that also meant that the occupants of the accessory dwelling units will not be allowed to apply for an annual overnight permit, but will have to purchase individual permits for each night.

Council Member Rosales stated that it frustrated him that the State can tell them what's best for the City.

It was moved by Davis, seconded by Hepburn, and unanimously carried to introduce and place on first reading, Ordinance No. 1078, authorizing Municipal Code amendments relating to accessory dwelling units:

Ordinance No. 1078,  
Amending the Zoning  
Provisions of the La Verne  
Municipal Code Relating to  
Accessory Dwelling Units in  
Accordance with State Law

**Ordinance No. 1078** - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AMENDING THE ZONING PROVISIONS OF THE LA VERNE MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS IN ACCORDANCE WITH STATE LAW. **Approved.**

8. General Plan Update and  
Formation of a General Plan  
Advisory Committee (GPAC)-

Eric Scherer, Acting Community Development Director reported on the General Plan Update and Formation of a General Plan Advisory Committee (GPAC).

Amanda Tropiano, the City's General Plan Consultant from the De Novo Planning Group, presented an overview of the General Plan process including public outreach, and the plans for moving forward with the General Plan update. The consultant and staff also presented a brief overview of the process of forming a General Plan Advisory Committee (GPAC) and the selection process.

It was moved by Rosales, seconded by Davis, and unanimously carried to direct staff to move forward with the process of updating the General Plan as outlined in the presentation by the consultant from the De Novo Planning Group.

It was moved by Carder, seconded by Rosales and unanimously carried to appoint Mayor Kendrick and Council Member Carder to serve on the General Plan Action Committee (GPAC).

9. 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.

George May, La Verne Library Manager, reported on the Library programs and events for September of 2017.

Gary Hunter, Chelsea Drive, inquired about a code violation on Genesse Drive. City Manager Russi replied that a letter has been sent.

Gary Hunter also suggested a large room be available for viewing the solar eclipse next time.

10. Council Comments and Meeting/Conference Reports

Council Member Rosales stated that with the recent historical storm in Texas, he urged the community to be prepared and have a plan in case of a disaster.

Council Member Carder commended the Public Works Department for the amazing job they did on the Esperanza Street repaving project.

Mayor Kendrick reported on the upcoming La Verne Day at the Fair event and that residents can obtain discount tickets on the Fairplex website or coupons are available at City Hall. He reported on the recent event recognizing Marshall Townsend, for her 25 years of service in the Boys Scout organization. In addition, he reported on Gary Deal whose military banner was retired after he retired from the Navy after 20 years. He recognized and thanked Paper Pak and the City of La Verne for being honored by the Los Angeles County Sanitation District for being Good Corporate Citizens for meeting their limits for wastewater discharge for a year, maintaining their environmental equipment, and fulfilling all their permit requirements.

11. Closed Session

At 7:39 p.m., the City Council met in closed session for the following purpose

1. Conference with Labor Negotiator (Government Code Section 54957.6)

Agency Negotiator: City Manager, City Attorney, and Personnel Officer

Employee Organization(s) La Verne City Employees, La Verne Police Officers Association and La Verne Firefighters' Association

2. Public Employee Performance Evaluation (Government Code Section 54957)

Performance Review of the City Manager.

- 12 Adjournment at 10:00 p.m. with no announcement of any reportable action from the Closed Session and City Council adjourned to Monday, September 18, 2017 at 5:30 pm., Brown Act/Public Records Training.

Respectfully submitted,

A handwritten signature in black ink that reads "Lupe Gaeta Estrella". The signature is written in a cursive, flowing style.

Lupe Gaeta Estrella, CMC  
Assistant City Clerk