

**MINUTES OF A REGULAR MEETING
OF THE CITY COUNCIL OF THE CITY OF
LA VERNE**

Tuesday, February 22, 2022

1. The City Council Meeting was opened to the public. In an effort to keep a safe environment and to minimize the spread of the COVID-19 Virus, the City limited occupancy and required masking for those in attendance. To facilitate public participation for those who did not wish to attend in person, the meeting was made available virtually.
2. A regular meeting of the La Verne City Council was called to order by Mayor Hepburn at 6:35 p.m.
3. Council Members present: Mayor Tim Hepburn
Mayor Pro Tem Muir Davis
Council Member Robin Carder
Council Member Wendy Lau
Council Member Rick Crosby

Absent: None.

Advisory personnel present: City Manager Robert Russi
Assistant to the City Manager JR Ranells
City Attorney Robert L. Kress
Assistant City Clerk Lupe Gaeta Estrella
Community Services Manager Yvonne Duran
Finance Director Marla Pendleton
Public Works Director Shawn Igoe
4. Pledge of Allegiance was led by Council Member Crosby.
5. Completion of Military Service- Mayor Hepburn reported on the Military Banner Program. He stated that once a community member completes their military service, their banner is removed and presented to their family member(s) with a yellow ribbon. Mayor Hepburn, on behalf of the City Council, presented to **Navy Military Honoree David C. Halberg** a military banner with a yellow ribbon to his family. Mayor Hepburn and the City Council thanked Military Honoree Halberg for his service to his country.

Presentation of Proclamation Proclaiming the Month of February, 2022, as Black History Month Mayor Hepburn reported on Black History Month. February of each year is National Black History Month and serves as both a celebration and a powerful reminder that Black history is American history, Black culture is American culture, and Black stories are essential to the ongoing story of America - our faults, our struggles, our progress, and our aspirations. Shining a light on Black history today is as important to understanding ourselves and growing stronger as a Nation as it has ever been.

Mayor Hepburn, on behalf of the City Council , presented a Proclamation to Thomas Allison, from the Cultural Awareness, and Social Inclusion Committee (CASI) a Proclamation for the Month of February, 2022, as Black History Month.

6. Announcements of Upcoming Community Events

Danita Beauchamp reported on upcoming meetings of the Los Angeles Board of Supervisors and the Los Angeles Department of Probation. She stated that the Afflerbaugh & Paige Camps matter is not on their Agenda, but that residents can still communicate or send public comment to them under the public comment section on their Agenda regarding their concerns on the potential conversion of the camps.

City Manager Russi reported he has been in contact with Supervisor Barger and to date nothing has been brought forward before the Board of Supervisors or the subcommittee.

Thomas Allison, Cultural Awareness, and Social Inclusion Committee (CASI) reported on the Committee and invited residents to attend their meetings which are held on the first Wednesday of each month at 5:00 p.m. via zoon. He stated that at their next meeting, they would be hosting La Verne Police Chief Colleen Flores.

7. Consent Calendar

It was moved by Crosby, seconded by Davis, and unanimously carried to accept, approve, or act on the Consent Calendar items, except for the Register of Audited Demands was pulled from the Consent Calendar by La Verne resident Richard Bowen for further discussion.

City Council Minutes

City Council Minutes of February 7, 2022, *received and filed*.

Pulled from the Consent Calendar

La Verne resident Richard Bowen pulled the Register of Audited Demands. He had questions on payment for three items on the Register.

Register of Audited Demands

Finance Director Pendleton responded to his questions.

It was moved by Carder, and seconded by Crosby and unanimously carried to approve the Register of Audited Demands in the amount of \$374,081.00 dated January 27, 2022, as recommended by Finance Director Pendleton.

Old Town La Verne Business Improvement District Appointment

Old Town La Verne Business Improvement District Appointment (OTLV BID) - Old Town La Verne Business Improvement District Board Member Jason Miller, a representative of the University of La Verne, is no longer employed by the University. As such, the University has identified Dr. Zuhey Espinoza as Mr. Miller's replacement. The OTLV BID Board has recommended that the City Council appoint Dr. Espinoza to replace the remainder of Mr. Miller's term on the Board.

Community Development Director Scherer recommended that the Mayor appoint Dr. Zuhey Espinoza to serve the remainder of former Board Member Jason Miller's unexpired term to June 30, 2022, with the approval of the City Council. ***Approved.***

Staff recommended approval and passage of the following Resolution:

Resolution No. 22-10,
Approving an Agreement with
the City of Pomona for Arrow
Highway Median Improvements

Resolution No. 22-10 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING AN AGREEMENT WITH THE CITY OF POMONA FOR ARROW HIGHWAY MEDIAN IMPROVEMENTS - Approval of an agreement with the City of Pomona (Attachment No.1 which will result in median landscape/irrigation improvements in the existing medians along Arrow Highway from White Avenue in La Verne to Garey Avenue in Pomona, to be funded by the California Natural Resources Agency (CRNA) Urban Greening Program grant funds.

Public Works Director Igoe recommended that the City Council adopt Resolution No. 22- 10, approving an agreement with the City of Pomona for median landscape/irrigation improvements and project management on Arrow Highway from White Avenue in La Verne to Garey Avenue in Pomona; and authorize the City Manager, or designee, to approve the agreement and any extensions/amendments on behalf of the City. **Approved.**

Conflict of Interest/Carder
Weed Abatement Protest

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

City Manager Russi reported on the Weed Abatement Protest Hearing. He stated that On February 7, 2022, the City Council adopted Resolution No. 22-07, accepting the Declaration List of Properties which has been found by inspections to have weeds or brush and/or rubbish. Pursuant to the County of Los Angeles, Department of Agricultural Commissioner and Weights and Measures, these conditions constitute a public nuisance and must be abated. Notices to destroy weeds were mailed to property owners notifying them of a hazard or public nuisance upon their property and that it must be abated. That notice set Tuesday, February 22, 2022 at 6:30 pm, as the date and time for protests to be heard from affected property owners. The Annual Weed Abatement notice further required that owners of the declared properties must maintain their parcels in a fire-safe condition throughout the year. (Council Member Carder will declare 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.)

Mayor Hepburn opened the public hearing and called for public comment on this matter.

There were two public comments. To hear what was said during public comment, please visit the City's website to view the archived Council meeting.

It was moved by Crosby and seconded by Lau, seconded by Carder, and carried by a vote of 4-0 (Carder abstained) to direct the Los Angeles County Agricultural Commissioner/Director of Weights & Measures to abate the nuisance by having weeds, rubbish, and refuse removed.

Auditor's Presentation of Annual Comprehensive Financial Report

Bradferd Welebir, Partner and Brianna Schultz, Managing Senior Partner from Rogers, Anderson, Malody and Scott, Certified Public Accountants, presented the results of the City's financial statement audit for the fiscal year ended June 30, 2021 along with a power point presentation. The annual audit report was distributed to City Council prior to the meeting. They reported that the financial statement is unmodified, there were no disagreement with City staff and there were no findings.

After the presentation, City received and filed the annual audit report. They thanked Bradferd Welebir, Partner and Brianna Schultz, Managing Senior Partner from Rogers, Anderson, Malody and Scott for their presentation and they thanked City staff for their work on the report.

American Recovery Plan Act

City Manager Russi reported on the American Recovery Plan Act and Business Assistance Program. He stated that at the December 6, 2021, Council meeting the City Council was provided with an outline on the City's allocation of American Rescue Plan Act (ARPA) funds and preliminary plan for its use. One of the proposed uses supported by Council was creation of a Business Assistance Program. He reported that through the Federal Government's American Rescue Plan Act (ARPA), the City is expected to receive \$7.6 million in funding. The City has designated \$1 million of the ARPA funding for the proposed Business Assistance Program. With a maximum grant amount of \$10,000 per business which will help at least 100 businesses. Staff has been working with the Chamber of Commerce and the Small Business Development Center at ULV to develop the program.

Leah Skinner, Executive Director of La Verne Chamber of Commerce and Sean Snider, Director, University of La Verne Small Business Development Center reported on what their outreach efforts will be to get out the information to the local businesses on the Business Assistance Program and the administration of the program.

Mayor Hepburn called for public comment on this matter.

There was one public comment. To hear what was said during public comment, please visit the City's website to view the archived Council meeting.

It was moved by Davis, seconded by Crosby, and unanimously carried to approve the Business Assistance Program as outlined in the Staff Report dated February 22, 2022, which was included in the Agenda Packet and approved the following actions.

Authorized staff to execute the agreements for administration of the program to be coordinated jointly by the La Verne Chamber of Commerce and SBDC;

Authorized the use of \$1,070,000 of the City's ARPA allocation to fund the grants and costs for administration of the program; and

Authorized the Finance Director to issue grants to businesses as approved under the criteria.

The City Council thanked City Staff, Chamber of Commerce and the University of La Verne Small Business Development Center for their work on this project.

10. 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 Hepburn called for public comment and waited for staff to check for any public comment via telephone communication.

Mayor Hepburn called for public comment.

There were public comments at the meeting and via the webinar. To hear what was said during public comment, please visit the City's website to view the archived Council meeting.

Community Development Director Scherer and City Manager Russi responded to a question asked during public comment.

11. Council Comments

Council Member Crosby reported on the upcoming June 7, 2022, General Municipal Election for Districts 1, 3, 4. He stated that the nomination period is opened until Monday, March 14, 2022. He wished Bonita High School sport team's good luck on upcoming games. He wished Mayor Hepburn a belated Happy Birthday.

Council Member Carder stated that the Foothill Gold Line journey continues. She suggested that residents should visit the bridge going up in Glendora. She reported that the start date for the construction of the La Verne station has been moved up to April of 2022. She was happy to report that the La Verne Recreation guide magazine is back.

Council Member Lau reported on the celebration Birthday luncheon for Veteran Frank Paglia who turned 98 years old. She thanked those who donated blood at the recent blood drive. She reported that Hillcrest is hosting an event showcasing the artistic talents of 16 local students honoring Black History Month. She stated that the University of La Verne Leos sponsors a food pantry for students who need assistance. In addition to accepting food donations, they are also accepting business attire donations. She thanked Leah Skinner and Sean for their hard work in helping small business owners. She also thanked Finance Director Pendleton and staff for their work on the annual audit.

Mayor Pro Tem Davis reported that the City will be holding two events where residents can obtain countertop pails to collect kitchen scraps before being thrown into the green cart in an effort to help residential customers properly recycle organics. He wished Mayor Hepburn a belated Happy Birthday. He reported on the Pomona Valley Transportation Authority. He thanked Finance Director Pendleton and staff for their vigorous work on the annual audit. He also reported on the Girls' Varsity Water polo Team.

Mayor Hepburn reported that the La Verne Rotary Club recently donated to University of La Verne Leos Food pantry. He reported on the Girls Varsity Soccer and Water polo teams. He also thanked Leah Skinner from the Chamber of Commerce and Sean Snider, Director from the University of La Verne Small Business Development for their hard work on the Business Assistance Program. In addition, he thanked the Community Development staff and City Manager Russi for their work on the Business Assistance Program. He also thanked Finance Director Pendleton and staff for their work on the annual audit.

12. Closed Session

The City Council recessed at 8:02 p.m. to Closed Session pursuant to Government Code Section 54957.6 for the following:

Conference with Labor Negotiator

Negotiators: City Manager, Assistant to the City Manager, Senior Management Analyst, and City Attorney.

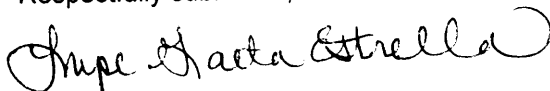
Employee Organization(s): La Verne City Employees Association, La Verne Police Officers' Association, La Verne Firefighters' Association, La Verne Police Middle Management Association and all unrepresented employees

13. Adjournment in memory of Frances ("Saint Frances") Louise Divine who passed away on February 4, 2022, at the age of 101. Frances was born in Kansas City, Kansas. She had three older sisters and one brother. She married Harold Devine on February 2, 1940 and they had four children: They started their family in Kansas City but then moved to California. They lived and raised their children in El Monte where they had horses and chickens, and ultimately built apartments that they owned and managed. In 1992, after 52 wonderful years of marriage, Harold passed away. At that time, Frances spent much of her time volunteering at the La Verne Community Center and City Hall. She loved working for the City and treated it as a job. She was devoted and dedicated; this is where she felt a sense of purpose, and she felt loved by everyone she worked with. Frances began volunteering daily with the Senior Nutrition Program, serving lunch and registering participants. From there she helped at the Community Center and City Hall with answering phones, filing, and making copies. She also volunteered on special events that include: Senior Dances, 4th of July Country Fair, Winter Wonderland (serving as Mrs. Claus), Flu Shot Clinic, and the most rewarding to her, Inclusion Dances. If the City needed help, Frances or "Saint Frances" as we commonly referred to her as, was there without hesitation. Over the past two years, Frances missed being at the Center but loved to tell stories about all of her experiences. She had many fond memories, but two of the most important were when she was named Volunteer of the Year and honored with being the Grand Marshall of the 4th of July Parade. She lived a very full and happy life. She is known for saying what was on her mind, for being strong, and for her entertaining sense of humor. She was loved and will be missed'.

Adjournment at 8:50 p.m. and the City Council adjourned to Monday, February 28, 2022, at 6:30 p.m. for a City Council Session on Fire Operations and County Services Review.

In addition, there will be an adjourned meeting on Monday, March 7, 2022 at 5 p.m. for a City Council Study Session on SB 9.

Respectfully submitted,



Lupe Gaeta Estrella, CMC
Assistant City Clerk