

# CITY OF LA VERNE

## CITY COUNCIL AGENDA

Tim Hepburn, Mayor

Robin Carder, Mayor Pro Tem

Muir Davis, Council Member

Rick Crosby, Council Member

Wendy M. Lau, Council Member



[www.cityoflaverne.org](http://www.cityoflaverne.org)

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City Hall Council Chamber

3660 D Street

La Verne, CA 91750

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**Monday, November 02, 2020 - 6:30 p.m.**

Tonight's Council meeting will again be closed to the public in compliance with Governor Newsom's Executive Order to minimize the spread of the COVID-19 Virus. However, the City encourages public participation and as such want to make residents aware of the following opportunities on how to participate:

1. Individuals can email their comments to the Assistant City Clerk at [cityclerk@cityoflaverne.org](mailto:cityclerk@cityoflaverne.org) up to noon on the day of the meeting. Those comments will be shared with City Council in advance of the City Council meeting and included as part of the permanent record.
2. Individuals who wish to share their comments directly during the meeting may do so by emailing the Assistant City Clerk at [cityclerk@cityoflaverne.org](mailto:cityclerk@cityoflaverne.org) with their phone number and the item(s) they wish to speak on. Requests will be accepted before and throughout the meeting and staff will call you back at the appropriate time. Once items are considered by the City Council, no further public comment on that matter will be accepted. A time limit of 3-minutes is set for all public comments.

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. Regular Meetings are held on the 1st and 3rd Monday of every month.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:** Council Member Davis, Council Member Crosby, Council Member Lau, Mayor Pro Tem Carder and Mayor Hepburn.

4. **ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS** (Any person who wishes to make a brief announcement of a future community event that is open to the general public may do so at this time).

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).

a. **City Council Minutes** of October 19, 2020, ***to be received and filed.***

b. **Register of Audited Demands** in the amount of \$1,321,904.05 dated October 8, 2020, in the amount of \$2,166,582.12 dated October 15, 2020, and in the amount of \$920,615.90 dated October 21, 2020.

***Interim Finance Director Alvarado recommends approval of the above Register of Audited Demands.***

c. **Purchasing Policy Revisions** - The City has a formalized a Purchasing Policy that serves as the guidance for all citywide procurements, and the processes that need to be adhered to. The policy was last revised in November, 2018. Revisions are being made to the policy to better clarify the procedures related to awarding new contracts and renewing existing contracts.

***The Finance Sub-Committee recommends that the City Council should approve the Purchasing Policy as presented. By doing so, a more defined process is outlined for the awarding of new contracts and the acceptable situations for renewing existing contracts without new bidding procedures.***

d. **Staff recommends approval and passage of the following Resolutions:**

1. **Resolution No. 20-79 Updates to the Conflict of Interest Code** - Every two years, the City of La Verne is required to review its Conflict of Interest Code to determine if any changes are necessary. Staff consulted with the City Attorney and Department Heads to determine necessary amendments to the list of designated filers. The changes are reflected in Appendix "A" are as follows:

**Removed:**

Assistant City Manager/Public Works Director  
Finance Manager  
Personnel Officer  
Police Community Services Supervisor

**Added:**

Assistant to the City Manager  
Assistant City Manager  
Building Official  
Citizen Oversight Committee (Measure LV)  
Deputy City Engineer  
Finance Director  
Information Systems Specialist  
Information Systems Technician  
Police Communication Supervisor

***Assistant City Clerk Estrella recommends that the City Council adopt Resolution No. 20-79, updating the standardized conflict of interest code for designated employees.***

**Resolution No. 20-79** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ADOPTING A STANDARDIZED CONFLICT OF INTEREST CODE FOR DESIGNATED EMPLOYEES OF THE CITY OF LA VERNE.

2. **Resolution No. 20-80 - Reaffirming Local Emergency** - Pursuant to Government Code 8630, the City Council must “review the need for continuing the local emergency at least every 60 days until the governing body terminates the emergency.” The Council is asked to reaffirm the ongoing need for the local emergency that has been declared and reaffirmed by the Council.

***City Attorney Kress recommends that the City Council adopt Resolution No. 20-80, reaffirming the ongoing need for the local emergency declared by Resolution No. 20-17.***

**Resolution No. 20-80** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, REAFFIRMING THE ONGOING NEED FOR THE LOCAL EMERGENCY INITIALLY DECLARED ON MARCH 16, 2020 (COVID-19).

3. **Resolution No. 20-81 & No. 20-82 Establishing Benefits for Executive Management and Middle Management, Professional and Confidential Employees and Repealing Resolution No. 17-63 and No. 17-64** - The Resolutions reflect changes in benefits for the Executive Management and Middle Management, Professional and Confidential Employee groups.

***Assistant to the City Manager Ranells recommends that the City Council adopt Resolution No. 20-81 and No. 20-82, establishing benefits for Executive Management and Middle Management, Professional and Confidential Employees; and repeal Resolution No. 17-63 and No. 17-64 respectively.***

**Resolution No. 20-81** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ESTABLISHING BENEFITS FOR EXECUTIVE MANAGEMENT EMPLOYEES (DEPARTMENT HEADS) AND REPEALING RESOLUTION NO. 17-63.

**Resolution No. 20-82** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ESTABLISHING BENEFITS FOR MIDDLE MANAGEMENT, PROFESSIONAL AND CONFIDENTIAL EMPLOYEES AND REPEALING RESOLUTION NO. 17-64.

4. **Resolution No. 20-83 and No. 20-84 Adopting a Salary Chart for Full-Time and Part-Time Employees and Repealing Resolution No. 20-03 and No. 20-04 as well as Appropriating Measure LV Revenue to Support the Changes** - The Resolutions and salary tables reflect adjustments in compensation resulting from increases agreed to in negotiations with represented employee groups. Similarly, Middle Management and Executive Management employees are also being adjusted as directed by the City Council. Part-time positions affected by mandated minimum wage increases and hourly full-time equivalent positions are being adjusted at this time as well.

***The Assistant to the City Manager Ranells recommended the City Council adopt Resolution No. 20-83 and Resolution No. 20-84, amending both full-time and part-time salary tables as well as appropriating \$710,000 from Measure LV revenues to support the changes.***

**Resolution No. 20-83** - 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. 20-03.

**Resolution No. 20-84** - 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. 20-04.

e. **Staff recommends approval and passage of Ordinance (s) second reading**

**Ordinance No. 1097 - Amending Title 9 of the La Verne Municipal Code Pertaining to the Regulation of Possession of Certain Items at Public Protests, Demonstrations, Picket Lines and Public Assemblies** - The Police Department staff attended a training course focused on how to improve their approach of ensuring that public protests, demonstrations, and rallies remain peaceful and safe for all involved. In addition to several operational changes, the subject matter experts recommend that the City's Municipal Code should allow for the prohibition of items at such events that may cause harm to the community or against law enforcement. Since the City's Municipal code is silent on the matter, the Police Department is seeking Council concurrence to amend the Municipal Code to regulate such items for the protection of the participants, community, and officers.

***Police Chief Paz recommends approval of Ordinance No. 1097, Amending Title 9 of the La Verne Municipal Code Pertaining to the Regulation of Possession of Certain Items at Public Protests, Demonstrations, Picket Lines and Public Assemblies.***

**Ordinance No. 1097** - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AMENDING TITLE 9 (PUBLIC PEACE, MORALS, AND SAFETY) OF THE LA VERNE MUNICIPAL CODE BY ADDING A NEW SECTION 9.21.00 (b) TO REGULATE THE POSSESSION OF CERTAIN ITEMS AT PUBLIC PROTESTS, DEMONSTRATIONS, RALLIES, PICKET LINES AND PUBLIC ASSEMBLIES AND FINDING THAT THIS ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO CEQA GUIDELINES SECTION 15060.

6. **OTHER MATTERS**

**Fire Study Options for Delivery of Fire and EMS Services** - On August 25<sup>th</sup>, the City Council held a study session regarding fire operations. The purpose of the session was to receive information on the initial proposal from Los Angeles County Fire District as well as an independent review of that proposal and existing fire operations. Through that discussion the Council requested further research be done as well as provide a 30-day public comment period before the matter was brought back to Council for further consideration. Those elements have now been completed and will be incorporated into the original report.

**STAFF RECOMMENDATION:**

The City Council should provide staff direction through one of the following actions:

- a) Authorize the reimbursement agreement with the County to be executed, and direct the City Manager and Fire Chief to begin necessary meetings with County fire staff terms for contracting EMS and Fire services to the County, and appropriate \$24,000 to fund that effort; or
- b) Direct staff to initiate steps outlined in Messina's report on improving various aspects of the current department operations including Standards of Coverage, recruitment of a Fire Chief, and expanded firefighters recruitment efforts, and appropriate \$60,000 to fund that effort.

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. Please email your public comment to the Assistant City Clerk at [cityclerk@cityoflaverne.org](mailto:cityclerk@cityoflaverne.org). Your public comment will be shared with the City Council and included as part of the permanent record. If you wish to speak, email your phone number and staff will call you back. A time limit of 3-minutes is set for all public 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:**

**As authorized by Government Code Section 54956.8, the City Council will meet in a closed session to confer with its real property negotiators regarding:**

Property: 1943 White Ave, La Verne, CA 91750

City Negotiators: City Manager, Interim Public Works Director, Community Development Director

Negotiating parties: The City of La Verne and Metro Gold Line Foothill Extension Construction Authority

Under negotiation: Price and terms

**As authorized by Government Code Section 54957.6, the City Council will meet in a closed for Conference with Labor Negotiator.**

Negotiators: City Manager, Assistant to the City Manager, 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.

10. **ADJOURNMENT** in memory of La Verne Police RSVP Volunteer George Lemberger (New Kid on the Block) who passed away on October 14, 2020. He was born on February 29, 1936, in Vienna, Austria. He lived in nine different countries before arriving in the United States in 1944. He spoke nine different languages but not English at the time. He attended Colgate University and received a full scholarship. He attended an all-boys Military School the Texas A & M. After school, he joined the Army and he was a part of a counter intelligence unit. After the Army, George was a salesman selling copy machines and office equipment. He owned a company that Pitney Bowes ultimately bought. George joined the RSVPs in 2016 and volunteered 796 hours. His favorite enjoyment was spending time with the YANA participants. He always had a smile and a kind word to say. He is survived by his wife Jean, 5 children and 8 grandchildren.

and

The City Council meeting is adjourned to Monday, November 16, 2020 at 5 pm., for a Council Study Session on Short Term Rentals.

**THE NEXT REGULAR MEETING of the La Verne City Council  
is on Monday, November 16, 2020, at 6:30 pm.**

**The La Verne City Council thanks the residents  
for taking all precautions to prevent the spread of the COVID-19 Virus.**

**ADVISORY STAFF**

- \_\_\_\_\_ Robert Russi, City Manager
- \_\_\_\_\_ Dan Keeseey, Interim Director of Public Works
- \_\_\_\_\_ JR Ranells, Assistant to the City Manager
- \_\_\_\_\_ Robert Kress, City Attorney
- \_\_\_\_\_ Lupe Gaeta Estrella, Assistant City Clerk
- \_\_\_\_\_ Eric Scherer, Director of Community Development
- \_\_\_\_\_ Bill Aguirre, Director of Community Services
- \_\_\_\_\_ Mark Alvarado, Interim Finance Director
- \_\_\_\_\_ Nick Paz, Police Chief
- \_\_\_\_\_ David Segura, Interim Fire Chief
- \_\_\_\_\_ Dominic Milano, City Engineer
- \_\_\_\_\_ Bill Elftman, Information Services Manager

**Posting Statement:** On October 27, 2020, a true and correct copy of this Agenda was posted on the bulletin board at La Verne City Hall, 3660 D Street, La Verne, and on the City's website at [cityoflaverne.org](http://cityoflaverne.org).