

1. Agenda

Documents:

[CITY COUNCIL AGENDA 2023-01-16 18-30.PDF](#)

# CITY OF LA VERNE

## CITY COUNCIL AGENDA

Tim Hepburn, Mayor

Rick Crosby, Mayor Pro Tem

Wendy Lau, Council Member

Steve Johnson, Council Member

Meshal "Kash" Kashifalghita, 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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**Tuesday, January 17, 2023 - 6:30 p.m.**  
**La Verne City Hall - Council Chambers,**  
**3660 D Street, La Verne, CA 91750**

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.

To facilitate public participation for those who do not wish to attend in person, the meeting will still be made available virtually to residents. Below are the following opportunities on how to participate:

- 1) View the meeting through the City's website at [www.cityoflaverne.org](http://www.cityoflaverne.org) and click on the green "Council Meeting Live Stream" button.
- 2) 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. **Please be advised that public comments submitted by emails or any other format to the City are public records that will be made available for public viewing.**
- 3) 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.
- 4) If you wish to participate via Zoom, you will need to register at [https://us02web.zoom.us/webinar/register/WN\\_4I2a\\_6MGR9WLQ7AUiWI8CQ](https://us02web.zoom.us/webinar/register/WN_4I2a_6MGR9WLQ7AUiWI8CQ) before 5:00 p.m. on Tuesday, January 17, 2023, and please be aware that space is limited. You will have the ability to watch the meeting in real time and raise your hand to request to comment as appropriate on the current agenda item(s). Once it is your turn to speak, you will be brought into the meeting and have the ability to turn your video on when called upon.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:** Council Member Meshal “Kash” Kashifalghita, Council Member Steven Johnson, Council Member Wendy Lau, Mayor Pro Tem Rick Crosby, and Mayor Tim Hepburn.

4. **PRESENTATIONS**

a. **Presentation to Damien High School Water Polo 2022** - The 2022 Damien Water Polo completed one of the best seasons in school history. The team finished the season with a record of 30-4, highlighted by beginning the year winning the Riverside Poly Tournament, finishing in 4th Place at the nationally recognized Coronado Tournament and winning the Villa Park Tournament. The Spartans went into the end of season league tournament as the number one seed, where they went undefeated and were crowned the Baseline League Champions, finishing league play 8-0. The team took this momentum into the playoffs and never looked back, going 4-0 in the CIF-SS playoffs, defeating Portola HS 18-11 in the championship game. The team was led all season long by seniors Collin White and John Winters who were named Baseline League CO-MVP’s. For his amazing effort, Collin White, was also recognized as CIF-SS Division 3 Player of the Year. The team was coached by Robert Echeverria and assisted by Jessee Johnston.

Jonah Aguilera	Sawyer Coleman	Lucas Gebhart	Liam Gore
Peter Hale	Matthew Higareda	Brady Kopperud	Ko Kusachi
Sebastian Macalla	Zander Montoya	Zachkary Montoya	Colin Olsen
Michael Ries	Ben Shehee	Jacob Vasilj	Collin White
John Winters			

b. **Presentation to Hillcrest Community** - In November 2022, Hillcrest partnered with the La Verne Fire Department (LVFD) for the 30th Anniversary of Spark of Love Toy Drive. Hillcrest selflessly provided LVFD with much-needed storage for the many toys that were donated this year, they also coordinated a dedicated and passionate team of volunteers to sort the many boxes of toys and bikes and create a system for distributing them to families in need the week before Christmas. The toy drive is a big lift each year, and Hillcrest’s partnership was an incredible help during such a busy season. The La Verne Fire Department thanks Hillcrest for being such an amazing partner and helping to make our Spark of Love Toy Drive such a great success! Dennis Smith, who also serves as a La Verne CERT Team Lead, will be accepting certificate of Recognition on behalf of all the Hillcrest volunteers.

5. **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)

6. **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** for December 19, 2022, ***to be received and filed.***

b. **Register of Audited Demands** in the amount of \$942,970.70 dated December 15, 2022 and in the amount of \$1,082,462.12 dated December 22, 2022, ***approval recommended by Finance Director Lopez.***

c. **Appointment to the San Gabriel Valley Mosquito and Vector Control Board** - In November of 2022, Elyse Rasmussen notified the City she will no longer be able to serve on the San Gabriel Valley Mosquito and Vector Control Board of Trustees, effective December 31, 2022. Council Member Meshal “Kash” Kashifalghita stated he would like to serve on the Board. In checking with the San Gabriel Valley Mosquito and Vector Control District, most Cities appoint a Council Member to the Board.

***Staff recommends that the City Council appoint Council Member Meshal “Kash” Kashifalghita to the San Gabriel Valley Mosquito and Vector Control Board of Trustees for a term of two or four years at the discretion of the City Council per California Health and Safety Code Section 2024 (a).***

d. **Rejection of Bid for the Las Flores Park Aquatic Center Pool Decking and Plaster Improvement Project** - The Community Services Department recently solicited bids for improvements to the pool facilities located at the Las Flores Park Aquatic Center. The planned improvements include installation of new shade structures around the perimeter of the pool, demolition and replacement of the pool deck area and replacement of the existing pool tile and plaster. The project was advertised on November 14 and November 21, 2022 with bid proposals received and opened via electronic platform “Planet Bids” on December 13, 2022.

***Staff recommends that the City Council reject the single bid received and direct staff to rebid the project at a future date.***

e. **Award of Contract to Air Exchange for Fire Department Plymovent Exhaust Removal Upgrades** - The Fire Department recommends the Council authorize a contract of \$119,972.46 with Air Exchange of Ontario, California, to repair, modify and replace the exhaust removal systems at the City’s three fire stations. This expenditure was allocated in the 22/23 fiscal year budget.

***Staff recommends that the Council approve and appropriate total project funding cost of \$119,972.46 authorize the City Manager to execute a purchase order and agreement with Air Exchange in the amount of \$ 119,972.46 to modify and improve the aging exhaust removal systems in the Fire Department’s three fire stations and transfer the needed funding of \$119,972.46 from fund 250 as approved in the City’s FY 22/23 budget.***

- f. **Ratification of Purchase Order to Braun NW, Inc., for a Replacement Ambulance** - City Council ratification of a City Manager approved Purchase Order of \$197,738 with Braun NW, Inc. is requested to complete the buildout of a replacement ambulance on a previously purchased chassis

***Staff recommends that the City Council ratify, approve a Purchase Order in the amount of \$197,738 to Braun NW, Inc., to complete the build out of a previously purchased 2022 F450 Ford 4x2 ambulance chassis, appropriate \$197,738 from Community Facilities District 90-1 Fund and authorize adjustments to the 2022-23 adopted Budget.***

- g. **Renewal of Weathermatic Smart Irrigation Controller AirCard Software** - In December of 2011, the City Council authorized the purchase of "Smart" irrigation controllers for all City-maintained landscape areas, including the Landscape Maintenance Districts (LMDs). Renewal of the existing Smartlink Aircard software with new Smartlink software is needed to continue efficiency, effectiveness and maintain the health and appearance of the landscape. Included with the software is Smartlink Aircards hardware. These Smartlink Aircards connect the Smartlink controllers to the web application, which provides web-based control from a computer, tablet, or smartphone. It is estimated by using this software there is a saving of 25% or more of water each year over standard irrigation controllers. Funding of \$90,773 for the Aircard software purchase is available through existing parks operations accounts, and some operational funding from benefitting LMDs. This software program is valid for four (4) years and is eligible for renewal after four (4) years.

***Staff recommends that the City Council authorize the renewal of Smartlink Aircards and software and authorize the appropriation of \$90,773 for the purchase of Smartlink Aircards and Software.***

- h. **Approval of Additional Expense for Amherst Treatment Plant Nitrate Vessels Repairs** - The original purchase order to repair the nitrate removal vessels at the Amherst Treatment Plant was approved October 13, 2021 for \$99,695.00. During repairs to the Amherst Treatment Plant nitrate removal vessels, additional corrosion spots were discovered, requiring additional welding and a complete interior coating of vessels. This change order amount was \$23,842.86. Total adjusted contract amount is \$123,537.86.

***Staff recommends that the City Council approve the Change Order amount of \$23,842.86 required for the completion of repairs for vessels 5 and 10 at Amherst Water Treatment Plant.***

- i. **Replacement of Two (2) Dodge Ram Water Department Vehicles** - The Public Works Department Fleet Maintenance Division is seeking to replace a Water Department 2009 Ford F250 Service Body (Unit 2082) and a Streets Department 2008 Ford F250 Service Body (Unit 2097). Assessment of currently available equipment and field evaluations were conducted to identify suitable replacement units.

***Staff recommends that the City approve the purchase of two (2) Dodge Ram 2500's from Huntington Beach Chrysler Jeep.***

- j. **Declaration of Surplus Property Including Vehicles and Equipment** - Certain vehicles and equipment have been depreciated through the equipment fund and scheduled for replacement. Each unit is no longer useful or is ineffective for current operational requirements. Each will become surplus to the City's operational needs and should be disposed per Administrative Regulation (AR) No. 606. This action is not considered a "Project" under the definition of the California Environmental Quality Act (CEQA) and is therefore not subject to CEQA review.

***Staff recommends that the City Council declare the vehicles and equipment identified in Attachment A as surplus to the City's needs and further recommends that staff be directed to sell each in a fair and equitable manner per AR No 606.***

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

1. **Resolution No. 23-01** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DESIGNATING KIMBERLY HALL BARLOW AS CITY ATTORNEY OF THE CITY OF LA VERNE - ***On December 31, 2022, City Attorney Robert Kress retired after 32 years of service to the City of La Verne. Upon his retirement, Kimberly Hall Barlow a partner of the Jones Mayer Law will serve as City Attorney of La Verne.***

***That the City Council approve Resolution No. 23-01, designating Kimberly Hall Barlow as the City Attorney of the City of La Verne effective January 1, 2023.***

2. **Resolution No. 23-02** - A RESOLUTION OF THE CITY COUNCIL, CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING THE EXECUTION OF THE SAFE CLEAN WATER REGIONAL FUNDS TRANSFER AGREEMENT BETWEEN THE CITY OF LA VERNE AND THE COUNTY OF LOS ANGELES FLOOD CONTROL DISTRICT - ***Staff is seeking appropriations of Measure W funds in the amount of \$60,000 to be added to Fiscal Year (FY) 2022-23 adopted Budget and Council authorization to enter into an agreement with the Los Angeles County Flood Control District (LACFCD) for the transfer of funds coming from the Regional portion of the Safe Clean Water Program (Measure W). These funds are allocated for design costs of a stormwater capture project at Pelota Park, the agreement formalizes the details that include a budget, reporting requirements, timelines and other details.***

***Staff recommends approval of Resolution 23-02, authorizing the City Manager to execute the attached Transfer Agreement between the Los Angeles County Flood Control District and the City of La Verne to transfer funds from the Safe Clean Water Regional Program (Measure W) to the City of La Verne. Appropriate \$60,000 to be added to the FY 2022-23 adopted Budget of Measure W funds to prepare the design project for bid.***

**7. PUBLIC HEARINGS**

**Community Development Block Grant Program for 2023-2024** - This is the 49<sup>th</sup> funding year for the Community Development Block Grant Program. According to the Los Angeles County CDBG Bulletin, the City of La Verne will be allocated approximately \$156,474 in Community Development Block Grant (CDBG) funds.

The Community Development Department recommends the following allocation of the 2023-2024 Community Development Block Grant (CDBG) funds as follows:

2023-2024 CDBG Allocation	\$156,474
Senior Hot Lunch Program	\$ 31,290
Sidewalk Repairs	\$ 58,000
Unallocated:	\$ 67,184

This recommendation is made after consideration of the federal allocation requirements and the desire to continue the existing public service program.

**STAFF RECOMMENDATION:**

That the City Council approve Resolution No. 23-03, approving the proposed projects for funding and participation in the 2023-24 Community Development Block Grant Program with the County of Los Angeles.

**Resolution No. 23-03** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND SELECTING CERTAIN PROJECTS FOR FUNDING IN THE FISCAL YEAR 2023 -2024.

8. **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. There is a 3-minute time limit on public comments.

9. **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.

10. **CLOSED SESSION:**

- a. **The City Council will meet in Closed Session pursuant to Government Code section 54956.8) for the following:**

**Conference with Real Property Negotiator**

Property:	2425 "E" Street
City Negotiating Parties:	City Managers, Interim Public Works Director and City Attorney
Negotiating Parties:	La Verne Church of the Brethren
Under Negotiation	Price and Term of Payment of Possible Lease of Parking Lot

- b. **The City Council will meet in Closed Session pursuant to Government Code Section 54957.6 for the following:**

**Conference with Labor Negotiators.**

Negotiators:	City Manager, Assistant City Manager, and City Attorney
Employee Organization(s):	La Verne City Employees Association, La Verne Police Officers' Association, La Verne Police Middle Management Association and all unrepresented employees.

11. **ADJOURNMENT**

**THE NEXT REGULAR MEETING of the La Verne City Council  
is scheduled for Monday, February 6, 2023, at 6:30p.m.**



**ADVISORY STAFF**

- \_\_\_\_\_ Kenneth Domer, City Manager
- \_\_\_\_\_ JR Ranells, Assistant City Manager
- \_\_\_\_\_ Kimberly Hall Barlow, City Attorney
- \_\_\_\_\_ Lupe Gaeta Estrella, Assistant City Clerk
- \_\_\_\_\_ Anthony Ciotti, Interim Public Works Director
- \_\_\_\_\_ Eric Scherer, Director of Community Development
- \_\_\_\_\_ Christy Lopez, Finance Director
- \_\_\_\_\_ Colleen Flores, Police Chief
- \_\_\_\_\_ Christopher Nigg, Fire Chief
- \_\_\_\_\_ Yvonne Duran, Community Services Manager
- \_\_\_\_\_ Cody Howing, City Engineer

**Posting Statement:** On January 10, 2023, 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 [www.cityoflaverne.org](http://www.cityoflaverne.org).