

**LA VERNE'S ENHANCED INFRASTRUCTURE  
FINANCING DISTRICT  
PUBLIC FINANCING AUTHORITY  
SPECIAL MEETING AGENDA**

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**Wednesday, June 28, 2023. 9:00 a.m.  
3660 D Street, La Verne, CA 91750**

Written comments will be accepted via email at [Cityclerk@cityoflaverne.org](mailto:Cityclerk@cityoflaverne.org). They will be shared with the Authority Members prior to the meeting and will be made part of the permanent record. We ask that you provide those emails before 7:00 p.m. the day before the meeting. 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.

In compliance with the American Disabilities Act, any person with a disability who requires a modification or accommodation to participate in a meeting should contact the Assistant City Clerk's Office at (909) 596-8726 at least 48 hours prior to the meeting.

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**CALL TO ORDER**

**BOARD MEMBERS:**

Mayor Tim Hepburn, Chair, Elected Member  
Supervisor Hilda Solis, Elected Member (Alt: Tamela Omoto-Frias)  
Mayor Pro Tem Rick Crosby, Elected Member  
Dr. Anthony Orlando, Member of the Public (County)  
Vacant, Member of the Public, (City)

**STAFF**

Ken Domer, Executive Director  
Meg McWade, Public Works Director  
Eric Scherer, Director of Community Development  
Lupe Gaeta Estrella, Assistant City Clerk

1. **Minutes of Public Financing Authority (EIFD)** for the meeting of December 12, 2022.

**Recommendation:** That the Public Financing Authority approve the minutes.

2. **Public Hearing – Annual Report** – Per State law, the Public Financing Authority is required to adopt an annual report of activities undertaken within the last year.

**Recommendation:** That the Authority Board conduct a public hearing on the Annual Report, taking any written or verbal testimony, and then adopt PFA Resolution No. 23-01, adopting the report for the EIFD for Fiscal Year 2022-2023.

3. **A Line (Former Gold (L) Line) and Development Updates**

**Recommendation:** No action is required by the Authority Board.

**PUBLIC COMMENTS/ORAL COMMUNICATIONS** - This is the time set aside for anyone wishing to address the Public Financing Authority 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 later. The Chair reserves the right to place limits on duration of comments.

**ADJOURNMENT** – The next regularly scheduled meeting of the Public Financing Authority will be held on Wednesday, September 13, 2023, at 9:00 a.m.

Posting Statement: On June 26, 2023, a true and correct copy of this Agenda was posted at La Verne City Hall, 3660 D Street, La Verne, CA and on the City's website @cityoflaverne.org.

**LA VERNE PUBLIC FINANCING AUTHORITY**  
**Enhanced Infrastructure Financing District (EIFD)**  
**Minutes of a Regular Meeting**  
Wednesday, December 14, 2022, 9:00 a.m.  
Teleconference

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1. The Public Financing Authority meeting for La Verne's Enhanced Infrastructure Financing District was closed to the public in compliance with Governor Newsom's Executive Order to minimize the spread of the COVID-19 Virus. Additionally, the meeting was conducted via teleconference with all Authority members and members of the public participating remotely.
2. A special meeting of the La Verne Public Financing Authority Enhanced Infrastructure Financing District (EIFD) was called to order at 9:06 a.m. by Board Member Tim Hepburn.
3. Board Members Present: Tim Hepburn, Rick Crosby, Tami Omoto Frias (Supervisor's Solis Office) and Anthony Orlando (Member of the Public, County).
4. Board Members Absent: Ray Skelton (Member of the Public, City)

Staff Present: Community Development Director Eric Scherer, Kimberly Hall Barlow, City Attorney and Assistant City Clerk Lupe Gaeta Estrella.

5. Swearing in of New Board Members                      Assistant City Clerk Estrella administered the Oath of Office to Rick Crosby, Tami Omoto-Frias ( Alt: Supervisor's Solis) and Anthony Orlando (Member of the Public, County) to serve as Board Members to the Public Financing Authority Enhanced Infrastructure Financing District.
6. Appointment of Chair                      Community Development Director Scherer called for nominations for Chair. Board Member Crosby nominated Board Member Hepburn. No other nominations were received.  
  
It was moved by Crosby, seconded by Frias, and carried by a roll call of 4-0 (Skelton Absent) to appoint Board Member Hepburn as Chair to the Public Financing Authority Enhanced Infrastructure Financing District.
7. Appointment of Vice Chair                      Chair Hepburn called for nominations for Vice Chair. Chair Hepburn nominated Board Member Ray Skelton. No other nominations were received.  
  
It was moved by Crosby, seconded by Frias, and carried by roll call of 4-0 (Skelton Absent) to appoint Board Member Skelton as Vice Chair to the Public Financing Authority Enhanced Infrastructure Financing District.
8. La Verne Public Financing Authority Enhanced Infrastructure Financing District (EIFD) Minutes                      It was moved by Orlando, seconded by Frias, carried by roll call by a vote of 4-0 (Skelton Absent) to approve the Minutes of June 20, 2022.

9. Declaration of Emergency to Continue to meet via Teleconferencing

Community Development Director Scherer reported on the Declaration of Emergency to continue to meet via teleconferencing. He stated that pursuant to Government Code Section 54953, the Public Financing Authority may continue to hold their public meetings via teleconference due to the COVID-19 pandemic by adopting a resolution. Staff has prepared a resolution declaring the need to continue to meet teleconferencing at this time.

Chair Hepburn called for public comment on this matter.

There was none.

It was moved by Orlando, seconded by Frias, and carried by roll call by a vote of 4-0 (Skelton) to approve PFA Resolution No. 22-02 allowing for meetings to occur via teleconference.

**PFA Resolution No. 22-04 - A RESOLUTION OF THE LA VERNE PUBLIC FINANCING AUTHORITY (PFA) FORMING ENHANCED INFRASTRUCTURE FINANCING DISTRICT NO.1 MAKING SPECIFIED FINDINGS TO ENABLE THE PFA TO CONTINUE TO HOLD MEETINGS VIA TELECONFERENCING.**

10. Introduction of Incoming Board Members

Community Development Director Scherer introduced Council Member Rick Crosby, Dr. Anthony Orlando, member of the public and Alternate Tami Omoto-Frias from Supervisor's Solis Office who will be officially taking office at this meeting.

Community Development Director Scherer introduced Attorney Kimberly Hall Barlow who is replacing retiring City Attorney Robert Kress. She will serve as the Public Financing Authority Enhanced Infrastructure Financing District's Attorney and at the beginning of the year she would serve as the City Attorney. He also introduced City Engineer Cody Howing who was present to assist with any questions on Gold Line Construction.

11. Infrastructure Financing Plan Project and L Line Development Updates

Community Development Director Scherer and City Engineer Howing updated the Authority Board on the progress of the construction projects identified within the Infrastructure Financing Plan and on the L Line and Development within or near the District. They reported on the E Street/Second Street Improvement project which was one of the first improvement projects being funded by bonds. They also reported on the Pedestrian Bridge and the rising construction costs because of shortage of labor and cost of materials and that to this date, the Gold Line is 65% completed and that the San Gabriel Valley Council of Governments is looking at acquiring transportation funding for the Gold Line extension to Montclair.

The Authority Board received and filed. No action was taken.

12. Public Comments/Oral Communications

**PUBLIC COMMENTS/ORAL COMMUNICATIONS** - This is the time set aside for anyone wishing to address the Public Financing Authority 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. The Chair reserves the right to place limits on duration of comments.

Chair Hepburn welcomed Attorney Kimberly Hall Barlow, Anthony Orlando, Tami Omoto-Frias and Council Member Rick Crosby to the Public Financing Authority Enhanced (EIFD) Infrastructure Financing District Board. He spoke about the amazing relationship the City has with San Gabriel Valley Council of Governments which is a positive for the City of La Verne. He thanked staff for work on the EIFD. He wished everyone Happy Holidays and Merry Christmas.

Community Development Director Scherer announced that the new City Manager Kenneth Domer starts on December 19, 2022 and will be in attendance at the next Public Financing Authority EIFD meeting in March of 2023.

13. Adjournment at 9:28 a.m. The next regularly scheduled meeting of the Public Financing Authority will be held on Wednesday, and is expected to be held virtually at [www.cityoflaverne.org/stream](http://www.cityoflaverne.org/stream).

Respectfully submitted,

Lupe Gaeta Estrella, CMC  
Secretary/Assistant City Clerk

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# City of La Verne, Public Finance Authority Agenda Report



**DATE:** June 28, 2023

**TO:** Public Finance Authority (EIFD)

**FROM:** Ken Domer, Executive Director

**SUBJECT: ADOPTING THE ANNUAL REPORT FOR THE LA VERNE ENHANCED INFRASTRUCTURE FINANCING DISTRICT FOR FISCAL YEAR 2022-2023**

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## **SUMMARY**

In accordance with Government Code Section 53398.66(j)(2) and (3), staff has prepared the Annual Report for proposed adoption for Fiscal Year 2022-2023 for the Public Financing Authority (PFA) of the Enhanced Infrastructure Financing District (EIFD).

## **RECOMMENDATION**

It is recommended the Authority Board conduct a public hearing on the Annual Report, taking any written or verbal testimony, and then adopt PFA Resolution No. 23-01, adopting the report for the EIFD for Fiscal Year 2022-2023.

## **DISCUSSION**

State law requires that an Annual Report be approved for any Enhanced Infrastructure Financing District (EIFD) through a public hearing process before the Public Finance Authority (PFA) of the EIFD.

The draft report was mailed out to all property owners within the EIFD area and posted to the District's website ([www.cityoflaverne.org/eifd](http://www.cityoflaverne.org/eifd)) as required. The report lists projects that were undertaken in the year, the property tax increment collected, expenses, and projected property tax increment for the coming year. The report also states the date and time of the public hearing. While the regular meeting of the PFA was cancelled, notice of this special meeting was posted in accordance with state law.

## **FISCAL ANALYSIS**

Per the Reimbursement Agreement between the City and the PFA, the initial projects are being funded by the City, primarily utilizing Prop. C funds to support a Bond that was issued by the City in 2022. Since these costs have not yet been realized by the PFA, these expenses are not shown on the PFA's annual report, but staff felt that it was important to document these expenses for the PFA's benefit. In Fiscal Year 2022-2023 the estimated expenses, paid with the Bond proceeds and Prop. C funds, for the E and 2<sup>nd</sup> Street improvements is \$1,675,000 and \$55,000 for the Pedestrian Bridge design.

Most of these funds were utilized for the E and 2<sup>nd</sup> Street construction which is expected to be completed this fiscal year. The total cost of the Pedestrian Bridge is expected to be supplemented by multiple other sources, including a Federal earmark and Measure M

sub-regional funding. These projects are all listed in the Infrastructure Financing Plan (IFP) and while originally expected to be funded fully through the EIFD, any ability to offset these costs with other funding sources will be explored first.

The details of the Bond Issuance structure are detailed in the agenda report to the City Council on June 6, 2022.

### **ENVIRONMENTAL ANALYSIS**

None.

### **LEGAL REVIEW**

This report was approved by the City Attorney.

### **ATTACHMENTS**

1. Resolution No. 23-01
2. Annual Report 2022-2023

Report Prepared By:  
Eric Scherer, Community Development Director



**PFA RESOLUTION NO. 23-01**

**A RESOLUTION OF THE PUBLIC FINANCING AUTHORITY OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ADOPTING THE ANNUAL REPORT FOR THE LA VERNE ENHANCED INFRASTRUCTURE FINANCING DISTRICT FOR FISCAL YEAR 2022-2023**

**WHEREAS:** In accordance with Government Code Section 53398.66(j)(2) and (3) the Authority prepared its annual report for Fiscal Year 2022-2023; and

**WHEREAS:** At least 30 days prior to the public hearing the annual report was posted on the Authority's website and notice of its availability was mailed to property owners and residents in the Enhanced Infrastructure Financing District and to participating taxing agencies; and

**WHEREAS:** The Authority Board of Directors has conducted a public hearing on the annual report.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of the Public Financing Authority as follows:

**Section 1.** That the Annual Report for Fiscal Year 2022-2023 of the La Verne Enhanced Infrastructure Financing District in the form attached hereto and made a part hereof by reference is hereby approved.

**Section 2.** The Chairperson shall sign, and the Assistant City Clerk shall certify to the passage and adoption of this Resolution.

**PASSED, APPROVED AND ADOPTED this 28<sup>th</sup> day of June 2023.**

\_\_\_\_\_  
Chairperson Tim Hepburn

\_\_\_\_\_  
Lupe Gaeta Estrella, Assistant City Clerk

**CERTIFICATION**

I hereby certify that the foregoing **PFA Resolution No. 23-01** was duly and regularly adopted by the Public Financing Board of the City of La Verne's Enhanced Infrastructure Financing District at a meeting thereof held on the **28th day of June 2023**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Lupe Gaeta Estrella, Assistant City Clerk

# 2022-2023

## Annual Report of the City of La Verne

### Public Financing Authority for the

### Enhanced Infrastructure Financing District

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This Annual Report is issued in accordance with the requirements of the Enhanced Infrastructure Financing District Law ([53398.66.](#)). The Authority has entered into a reimbursement agreement with the City in order to fund street improvements on E and 2<sup>nd</sup> Streets. The City has issued a bond to support the project with additional funds to contribute to the planned Pedestrian Bridge or another project listed in the Infrastructure Financing Plan in the future. The Authority is responsible for repaying those expenses once the fund balance can support the repayment. Similarly, design work has begun on the Pedestrian Bridge, but the costs associated with this project are being paid by the San Gabriel Valley Council of Government using Measure M dollars and the City's Prop. C fund. Thus, there are no direct fiscal costs for these projects to the District. The minor expenses in this reporting period are for the general administration of the District.

A. Projects Undertaken in Fiscal Year 2022-2023:

Pedestrian Bridge Design (no direct cost)

E and 2<sup>nd</sup> Street Improvements (no direct cost this fiscal year – City issued bond with future repayment).

B. Revenues and Expenses for 2022-2023:

Property Tax Increment:	Fund Balance on 7/1/2022:	\$128,882
	Projected 2022-2023 Revenue:	\$68,000
	Projected Fund Balance on 6/30/2023:	\$193,882

Expenses: \$3,000

C. Amount of Property Tax Increment Projected to be Received for Fiscal Year 2023-2024:

\$70,040

D. Revenues expended for Housing:

None to date.

E. Assessment of completion of Projects in Fiscal Year 2022-2023:

No projects expected to be completed in this reporting period.

F. Amount of Revenue expended to assist private businesses:

None to date.

**A public hearing on this annual report will be held before the Public Financing Authority on Wednesday, June 28, 2023, at 9:00 a.m.** The meeting will be held at the La Verne City Hall at 3660 D Street, La Verne, CA 91750. The agenda will be posted prior to the meeting at City Hall and at [www.cityoflaverne.org](http://www.cityoflaverne.org). This report is also available on the dedicated EIFD page at [www.cityoflaverne.org/EIFD](http://www.cityoflaverne.org/EIFD).

Should you have any questions regarding this report, please email [planning@cityoflaverne.org](mailto:planning@cityoflaverne.org) or call 909-596-8706.