

***Annual Christmas Tree Lighting Ceremony at 6:30pm. in front of City Hall prior to the regular City Council meeting.***



**CITY OF LA VERNE**  
**CITY COUNCIL AGENDA**

Don Kendrick, Mayor  
Muir Davis, Mayor Pro Tem  
Robin Carder, Council Member  
Charlie Rosales, Council Member  
Tim Hepburn, Council Member



[www.cityoflaverne.org](http://www.cityoflaverne.org)  
(909) 596-8726 - Phone  
(909) 596-8740 - Fax  
City Hall Council Chamber  
3660 D Street  
La Verne, CA 91750

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**Monday, December 03, 2018 - 6:30 p.m.**  
**City Hall**  
**Council Chambers**  
**3660 D Street, La Verne, CA 91750**

Attendance and participation at the City of La Verne Council meetings are welcomed and appreciated. Community engagement provides the City Council with valuable information. Regular Meetings are held on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of every month. 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.

All items submitted for future agendas must be in writing to the Assistant City Clerk no later than 5 p.m. on the Monday prior to the first and third Monday of each month. Materials related to an item on this agenda, submitted to the Council after distribution of the agenda packet, are available for public inspection at the meeting or in the City Clerk's Office during normal business hours.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Council Member Carder, Council Member Rosales, Council Member Hepburn, Mayor Pro Tem Davis and Mayor Kendrick

4. **ANNOUNCEMENTS AND PRESENTATIONS**

**Presentation to Dr. Robert Neher** for serving on the San Gabriel Valley Mosquito and Vector Control Board since 1991, representing the City of La Verne. Dr. Neher has served the La Verne Community for the past 60 years including being a Planning Commissioner from 1967-1972 and a La Verne City Council Member from 1976-1984. Dr. Neher has been a prestige faculty member of the University of La Verne since 1958. He was referred to as a “La Verne Treasure” by former La Verne Mayor Jon Blickenstaff.

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 November 5, 2018, to be ***received and filed.***

b. **Register of Audited Demands** in the amount of \$320,356.27, dated November 14, 2018; in the amount of \$927,070.12, dated November 21, 2018, and in the amount of \$290,233.42, dated November 28, 2018, ***approval recommended by staff.***

c. **Development Impact Fees Fund Report** - Under State law, information on certain fees collected by the City from various development activities is to be made available to the public. The City Manager’s Office is providing an informational report regarding Development Impact Fees for the fiscal year ending June 30, 2018.

***Staff is recommending that the City Council review the report and make the information available to the public pursuant to Government Code Section 66006.***

d. **Christmas Parade Route Designation** - For 92 years, the La Verne Fire Department has continued the community tradition of delivering bags of candy, nuts, and fruit to every street in La Verne on Christmas Morning. With growth in the City since 1925, it now requires nearly 100 volunteers to complete this worthy task. Last year some questions were raised regarding the methods and vehicles used to carry out this annual event. It was suggested that the process used violates the California Vehicle Code. After consultation with the Police Chief and in an abundance of caution, it is being requested that the Council authorize a “Parade Route” designation throughout the City for the Christmas Morning program.

***Staff recommends that the City Council designate the streets in the City of La Verne as a parade route on December 25, 2018 from 7:00 am until 5:00 pm to complete the Christmas Morning program.***

e. **Resolution(s) passage and adoption recommended, as follows:**

1. **Resolution No. 18-69** - 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 MOTIV SPORTS FOR THE HOLIDAY HALF MARATHON - *The City Council is requested to consider a street closure for the 2018 Holiday Half Marathon. Motiv Sports has submitted a request to use portions of Puddingstone Drive for the purpose of a half marathon race on Sunday, December 9, 2018. The request specifically involves the closure of the eastbound lanes of Puddingstone Dr. from Van Dusen Rd. to Fairplex Dr. between the hours of 4:00 a.m. and 2:00 p.m. the day of the event. The race is expected to draw up to 6,000 participants. 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, schedule, estimated fees, applicant's responsibilities, and insurance and indemnification requirements.*

*Staff recommends the City Council adopt Resolution No. 18-69 authorizing the City Manager to execute the Agreement with Motiv Sports permitting the half marathon on specified streets.*

2. **Resolution No. 18-70** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING A CLASS SPECIFICATION AND HOURLY RATE FOR POLICE CADET AND APPROVING A CLASS SPECIFICATION FOR POLICE SERVICES COORDINATOR - *The Police Department wishes to make two changes associated to their staffing compliment. These changes will add a Police Cadet classification and formally adopt a job description for Police Services Coordinator. In accordance with the City's personnel rules and regulations, such changes require City Council approval.*

*Staff recommends that the City Council adopt Resolution No. 18-70, approving a class specification and hourly rate for Police Cadet and approving a class specification for Police Services Coordinator.*

6. PUBLIC HEARINGS

**Water and Sewer Utility Rate Adjustments** - At its October 15 meeting, the City Council authorized issuance of the public notice to consider proposed water and sewer rate adjustments. Staff recommendations include a \$0.37 cent increase on the water volumetric rate and a \$4.43 increase on the bimonthly sewer rate. The principal factor compelling the water rate adjustment is full reimbursement to the general fund for support services such as accounting, payroll, information technology, and administration as identified in the *2018 Cost Allocation Study* prepared by an outside, independent consultant, HF&H Consultants. The cost of water treatment chemicals and general maintenance needs also contribute to the proposed increase. The primary factors driving the sewer rate adjustment are regulatory compliance, supported by the addition of a management analyst position, and full general fund reimbursement. Despite these increases, both proposed utility rates will remain at or below the median of nearby local agencies for the average residential customer. Tonight's protest hearing is conducted in accordance with the requirements of Proposition 218 (Right to Vote on Taxes Act 1996), which requires a noticed public hearing on the matter. A total of 8,888 notices were mailed to customers of record and as of November 26, 2018, four (4) lawful protests were received

**Staff Recommendation:**

The City Council should accept staff report and take the following actions:

Open and conduct the protest hearing to consider water rates; adopt Resolution No. 18-71, certifying the water rate protest hearing;

**Resolution No. 18-71** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DECLARING THE RESULTS OF THE PROCEEDINGS FOR ADOPTING WATER FEES IN ACCORDANCE WITH ARTICLE XIID OF THE CALIFORNIA CONSTITUTION

Open and conduct the protest hearing to consider sewer rates; adopt Resolution No. 18-72, certifying the sewer rate protest hearing;

**Resolution No. 18-72** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DECLARING THE RESULTS OF THE PROCEEDINGS FOR ADOPTING SEWER FEES IN ACCORDANCE WITH ARTICLE XIID OF THE CALIFORNIA CONSTITUTION

Adopt Resolution No. 18-73 establishing revised water and sewer rates.

**Resolution No. 18-73** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAVERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA ESTABLISHING CERTAIN WATER AND SEWER FEES, SAID RATES AND CHARGES TO BE EFFECTIVE FOR AND APPLICABLE TO ALL MUNICIPAL SERVICE BILLINGS PREPARED ON OR AFTER JANUARY 1, 2019

Staff further recommends that all rate adjustments become effective for all bills prepared on or after January 1, 2019 (as noticed within the public notice and attached resolution). This action is statutorily exempt from the California Environmental Quality Act, Section 15273 – Rates, Tolls, Fares, and Charges and City of La Verne environmental guidelines

7. **OTHER MATTERS**

- a. **Ordinance No. 1084 –Amending Chapter 9.18 of Title 9 of the La Verne Municipal Code Relating to Mobile Home Park Relocation Impact Reports** - Ordinance No. 1084 amends Chapter 9.18 of Title 9 of the La Verne Municipal Code relating to Mobile Home Park Relocation Impact Reports (RIR). The City Council took action to add Chapter 9.18 at their April 16, 2018 regular meeting and the proposed amendments are recommended after receiving comments from interested parties.

**Staff Recommendation:**

The City Council should place on first reading, Ordinance 1084 amending Chapter 9.18 of the La Verne Municipal Code relating to mobile home park relocation impact reports.

**Ordinance No. 1084** - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AMENDING CHAPTER 9.18 TO TITLE 9 OF THE LA VERNE MUNICIPAL CODE RELATING TO MOBILE HOME PARK RELOCATION IMPACT REPORTS AND ADDING SECTION 18.36.085 RELATING TO MOBILE HOMES IN RESIDENTIAL ZONES

- b. **La Verne Firefighters' Association Grievance Appeal to City Council** - On November 5, 2018, the City Council heard from the La Verne Firefighters' Association (LVFA) on the points of an appeal of a Grievance that had been previously denied by the City Manager. The Grievance was related to a member's vacation request being delayed one hour as a result of a mandatory training the member was required to attend. The City Council directed staff to provide additional information relating to the Fire Department's "force hire" policy. Staff has confirmed with LVFA representatives that the attached are the documents they were referring to during the November 5<sup>th</sup> meeting.

**Staff Recommendation:**

After considering all of the facts related to this matter, the City Council should vote to approve or deny the LVFA's appeal of the City Manager's decision and direct the City Attorney to record their decision at the next City Council Meeting.

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. Any person desiring to speak should complete a 'Speaker Card,' located at the podium, and hand it to the Assistant City Clerk. When addressing the Council, please go to the podium and state your name and address for the record. The Mayor reserves the right to place limits on duration of 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**

The La Verne City Council will meet in closed session to pursuant to Government Code Section Code Section 54956.8 for the following

**Conference with Real Property Negotiators**

Property: Parcel Nos. 8378-007-907, 8378-007-908 and 8378-007-909  
Walnut Street, La Verne

City Negotiators: City Manager, Community Development Director, City Attorney, and Deputy City Attorney

Negotiating party: Lewis Homes

Under Negotiation: Price and terms of payment

11. **ADJOURNMENT to Monday, December 17, 2018, at 4:30 pm.**, for a Council Study Session on the Amherst Property, 2898 Amherst, La Verne, CA and on Meetings Rules & Procedures.

***THE NEXT REGULAR MEETING of the La Verne City Council is scheduled for Monday, December 17, 2018, at 6:30 p.m.***

**ADVISORY STAFF**

\_\_\_\_ Robert Russi, City Manager  
\_\_\_\_ Dan Keeseey, Assistant City Manager/Director of Public Works  
\_\_\_\_ Robert Kress, City Attorney  
\_\_\_\_ Lupe Gaeta Estrella, Assistant City Clerk  
\_\_\_\_ Eric Scherer, Director of Community Development  
\_\_\_\_ Bill Aguirre, Director of Community Services  
\_\_\_\_ Nathan Statham, Finance Manager  
\_\_\_\_ Nick Paz, Police Chief  
\_\_\_\_ Pete Jankowski, Fire Chief  
\_\_\_\_ Dominic Milano, City Engineer  
\_\_\_\_ Bill Eftman, Information Services Manager

**Posting Statement:** On November 29, 2018, a true and correct copy of this Agenda was posted on the bulletin board at La Verne City Hall, 3660 D Street, La Verne, CA