

**MINUTES OF THE AN ADJOURNED MEETING  
OF THE CITY COUNCIL OF THE CITY OF  
LA VERNE HELD IN THE COUNCIL CHAMBERS  
OF THE LA VERNE CITY HALL  
Monday, June 3, 2019**

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1. A regular meeting of the La Verne City Council was called to order by Mayor Kendrick at 4:30 p.m.
2. Council Members present: Mayor Don Kendrick  
Mayor Pro Tem Muir Davis  
Council Member Robin Carder  
Council Member Charlie Rosales  
Council Member Tim Hepburn  
  
Absent: None.  
  
Advisory personnel present: City Manager Robert Russi  
City Attorney Robert L. Kress  
Assistant City Manager/Public Works Director Dan Keesey  
Assistant City Clerk Lupe Gaeta Estrella  
Community Development Director Eric Scherer  
Community Services Director Bill Aguirre  
Police Chief Nick Paz  
Interim Fire Chief Kirk Summers  
Finance Manager Nathan Statham  
Personnel Officer JR Ranells  
Police Captain Colleen Flores  
Police Lieutenant Sam Gonzalez  
Deputy Public Works Director Anthony Ciotti  
Public Works Director Tracey Costello  
Fleet Superintendent Bob Crawford  
Water Manager Richard Martinez  
Recreation Coordinator Yvonne Duran  
Senior Management Specialist Christy Lopez  
Principal Planner Candice Bowcock  
Senior Planner Luke Siebert  
Parks Manger Clay Jarvinen
3. Pledge of Allegiance was led by Mayor Kendrick.
4. Overview & Presentation of the 2019-20 Fiscal Year City Budget  
City Manager Russi reported that the purpose of the adjourned meeting is for the City Council to meet with the departments to review and conceptually approve the 2019-20 budgets prior to the final adoption of the budget at the regular meeting scheduled after this meeting at 6:30 pm. He stated that each Department Head would have an opportunity to report on their Department's budget.  
  
City Manager Russi reported and gave an overview on the 2019-20 City Budget in the amount of \$66,147,019 along with a slide presentation. He stated there was no significant change and that there would be an estimated \$9 million in reserves. He reported on personnel related expenses, and on the status of the Fiscal Sustainability Plan, the City's resources, expenses, and Capital Outlay/Capital Improvement Projects (CIP). He spoke about the tax measure being contemplated to be placed on the March 2020 ballot.

City Manager Russi thanked the City Council for their support. He commended Finance Manager Statham for his work on putting together his first budget and he also thanked the Finance staff. He thanked the efforts of the managers and department heads in substantially balancing the budget.

Presentation of City Departmental Budgets

General Administration, City Clerk, City Manager-includes Personnel & Risk Management, Finance, and Information Systems

Personnel Officer Ranells presented the General Administration, City Clerk, City Manager which includes Personnel & Risk Management and Information Systems Departments Budgets (Budget Pages 46-100). He reported on the elimination of the medical insurance for City Council and the savings. He spoke about the cost of the upcoming election in March of 2020 and that the City of La Verne will be consolidating with the County of Los Angeles. He reported that there has been an increase in recruitment and that the Personnel Office was now paying for a testing service for fire applicants. In addition, he reported that the Information Systems Department has contracted with Swag IT for live streaming of the City Council meetings and that they anticipate live streaming before September of 2019.

Finance Manager Statham reported there were no major changes in the Finance Department. He stated that they would be hiring another full-time Account Clerk that was funded last year but never filled.

Community Development Department

Director of Community Development Scherer presented the Community Development Department Budget (Budget Pages 104 -125). He reported on the increase in building permit revenues. He spoke about the La Verne Landing Housing and the University of La Verne Citrus Hall projects. In addition, he reported on the General Plan and the recent adoptions of the Brethren Hillcrest Homes, Damien High School and the University of La Verne Master Plan updates, Gold Line Project, the Enhanced Infrastructure Financing District (EIFD) and Old Town La Verne.

Fire Department

Interim Fire Chief Kirk Summers presented the Fire Department Budget (Budget Pages 126-148). He reported there were no change in personnel and no new programs. He spoke about the replacement of a chest compression system, gurney upgrades and the purchase of a Type-6 Fire Engine for fire operations. He stated that the purchase of the Type-6 Fire Engine would give first responders better access to certain areas in the City. In addition, he reported on the Fire Station remodel project and the upgrade to the dispatch communication operations.

Police Department

Police Chief Paz presented the Police Department Budget (Budget Pages 149-180). He reported that they will be hiring a lieutenant which was left vacant last year, one officer will be deployed to LA IMPACT and fully funded by LA Impact and they will be reassigning a full-time motor officer. He stated they are looking at contracting out for jail operations. He also spoke about the Police Department's online crime reporting portal on their website. He thanked Finance Manager Statham and Senior Management Analyst Lopez for their assistance in preparing the Police Department budget.

Community Services Department

Director of Community Services Aguirre presented the Community Services Department Budget (Budget Pages 181-195). He reported on the Community Services Programs, replacement of the Veteran's Hall roof, and the status of the Teen Center project.

Public Works Department -  
Includes Water, Streets, Fleet  
Maintenance, Building  
Maintenance & Parks

Deputy Director of Public Works Ciotti presented the Public Works Department Budget which includes Water, Streets, Fleet Maintenance, Building Maintenance & Parks (Budget Pages 196-272). He reported on the new contract for street sweeping, awarded construction projects, and storm water objectives. He also reported that in the 2018-19 budget process, the funding for a maintenance worker was inadvertently left out and that position is being reinstated.

Overview of Major Capital  
Improvements, Capital  
Equipment Outlay and Special  
Programs

Assistant City Manager/Director of Public Works Dan Keeseey presented an overview of the Capital Improvement Projects, Capital Equipment Outlay and Special Programs (Budget Pages 273-286). He reported on the water construction projects and improvements, bicycle path project, Edison Underground Utilities and Fruit Street Median project, Type-6 Fire Engine and sidewalk projects.

The City Council thanked City Manager Russi, Department Heads, staff and especially the Finance Department for all their hard work in preparing the budget.

It was moved by Rosales, seconded by Hepburn and unanimously carried to conceptually approve the La Verne City budget. A Resolution for the formal approval of the City budget was scheduled for the June 17, 2019, City Council meeting.

5. 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 Kendrick called for public comment.

There was none.

6. Adjournment

Respectfully submitted,



Lupe Gaeta Estrella, CMC  
Assistant City Clerk