

**SPECIAL MEETING**  
**CITY OF LA VERNE**  
**CITY COUNCIL AGENDA**

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



www.cityoflaverne.org  
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City Hall Council Chamber  
3660 D Street  
La Verne, CA 91750

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**Tuesday, March 24, 2020, 2:00 pm**  
**City Hall**  
**Council Chambers**  
**3660 D Street, La Verne, CA 91750**

In order to minimize the spread of the COVID 19 Virus, Governor Newsom has issued Executive Orders that temporarily suspend requirements of the Brown Act. Please be advised that the Council Chambers are closed to the public and La Verne City Council Members may attend this meeting telephonically.

You are strongly encouraged to observe the City Council meeting through the City's website at [www.cityoflaverne.org](http://www.cityoflaverne.org) and following the link titled "Council Meeting Live Stream" or on YouTube at [www.cityoflaverne.org/youtube](http://www.cityoflaverne.org/youtube).

If you wish to make a comment on a specific agenda item, please submit your comments via email to the Assistant City Clerk at [cityclerk@cityoflaverne.org](mailto:cityclerk@cityoflaverne.org). Comments will be accepted continuously during the meeting. Every effort will be made to read your comment into the records, but some comments may not be read due to time limitations.

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 1<sup>st</sup> and 3<sup>rd</sup> Monday of every month.

**The City of La Verne thanks you in advance for taking all precautions to prevent the spread of the COVID 19 virus.**

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

4. **City Manager and Department Heads will give City Council an Update on the City Response, Activities, and Changes in Services related to COVID-19.**
  
5. **Urgency Ordinance No. 1093 - Temporarily Prohibiting the Eviction of Residential and Commercial Tenants for Non-Payment of Rent Caused by the Coronavirus** - As a result of the Novel Coronavirus (COVID-19), the Governor of California issued Executive Order N. 28-20 which moved to protect the public by allowing local governments to exercise its police power to impose substantial limitations on residential and commercial evictions. In an effort to assist La Verne residents and business owners an Urgency Ordinance has been drafted which would temporarily prohibit evictions for non-payments.

**STAFF RECOMMENDATION:**

The City Council should adopt Urgency Ordinance No. 1093, temporarily prohibiting residential and commercial evictions in the City of La Verne until April 30, 2020, unless further extended by the City Council.

**Ordinance No. 1093** - AN UNCODIFIED URGENCY ORDINANCE OF THE COUNCIL OF THE CITY OF LA VERNE PROHIBITING THE EVICTION TEMPORARILY OF RESIDENTIAL AND COMMERCIAL TENANTS FOR NON-PAYMENT OF RENT CAUSED BY THE CORONAVIRUS.

6. **COVID-19 Emergency Appropriation Request** - In response to the health threat posed by COVID-19, City departments have begun to incur or expect to incur emergency related operational and personnel costs. There is currently a need to request additional appropriations for operational supplies and services specific to COVID-19.

**STAFF RECOMMENDATION:**

The City Council should appropriate \$50,000 for COVID-19 emergency supplies and services from the City's General Fund emergency contingency reserve.

7. **Moratorium on Water Service Disconnections and Late Fees in Response to the COVID-19 Pandemic** - Governor Newsom requested the California Public Utilities Commission (CPUC) to monitor measures undertaken by public and private utility providers to implement customer service protections for critical utilities, including but not limited to electric, gas, water, internet, landline telephone and cell phone service in response to COVID-19

**STAFF RECOMMENDATION:**

The City Council should authorize via minute motion a moratorium on water service disconnections and late fees for non-payment of municipal services bills between March 4, 2020 to April 30, 2020 in response to the COVID-19 pandemic.

In addition to the aforementioned, staff further recommends that a moratorium also be imposed on 1) late fees on business licenses and 2) late fees and penalty interest for transient occupancy tax returns for the 1<sup>st</sup> quarter of 2020 due by April 30<sup>th</sup>.

8. **Extension of Pay and Benefits for Employees Designated as Non-Essential in Compliance with Los Angeles County's Safer at Home Order** - The County of Los Angeles Health Officer issued a revised Safer at Home Order (Order) on March 21, 2020, requiring all individuals to stay home or in their place of residence, except as needed to maintain continuity of operations of critical infrastructure sectors. To be in compliance with the Order, Department Heads have identified "Essential" and "Non-Essential" employees. Staff is requesting the City Council to confirm the extension of pay and benefits for Non-Essential employees requested to work a modified schedule or be on-call as needed.

**STAFF RECOMMENDATION:**

The City Council should confirm the extension of pay and benefits for employees designated as Non-Essential who are requested to work a modified schedule or be on-call in compliance with Los Angeles County's Safer at Home Order.

9. **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.

10. **ADJOURNMENT**

***THE NEXT REGULAR MEETING*** of the La Verne City Council  
is on Monday, April 06, 2020, at 6:30 pm

**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
- \_\_\_ Devin Leonard, Interim Fire Chief
- \_\_\_ Dominic Milano, City Engineer
- \_\_\_ Bill Elftman, Information Services Manager

**Posting Statement:** On March 23, 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).