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# CITY OF LA VERNE

## COUNCIL REGULAR MEETING AGENDA

Tim Hepburn, Mayor

Wendy Lau, Council Member  
Steven Frank Johnson, Council Member

Rick Crosby, Council Member  
Meshal "Kash" Kashifalghita, Mayor Pro Tem

**Monday, April 6, 2026**  
**Closed Session at 5:30 PM**  
**Regular Meeting at 6:30 PM**  
**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 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.

Individuals can email their comments to the City Clerk's Office at [cityclerk@LaVerneCA.gov](mailto:cityclerk@LaVerneCA.gov) 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.**

Individuals who wish to share their comments with Council during the meeting may do so in a variety of ways:

- Attend the City Council Meeting in person and fill out a comment card or raise your hand to request to comment on the current agenda item(s).
- Participate via Zoom, by visiting [www.LaVerneCA.gov/zoom](http://www.LaVerneCA.gov/zoom) where you will be automatically redirected to the meeting or call into the meeting via phone **1-669-900-6833** and enter **ID 812 2237 1403** when prompted. Public comments via Zoom may be accepted for the agenda items listed within the **Consent Calendar, Public Hearing** and **Discussion Calendar** sections of the agenda. Zoom participants who violate decorum protocols will be called to order by the presiding officer and if a violation continues, will be muted by direction of the presiding officer.
  - 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.

**Council Meeting Decorum:** Per the City's Rules for Decorum, all Speakers and Members of the Audience are to conduct themselves with decorum and not engage in willful conduct which interrupts the meeting or with the orderly conduct of the meeting.

### **CLOSED SESSION AGENDA - 5:30 PM**

#### **CALL TO ORDER**

#### **ROLL CALL**

Council Member Steven F. Johnson, Council Member Wendy Lau, Council Member Rick Crosby, Mayor Pro Tem Meshal "Kash" Kashifalghita, and Mayor Tim Hepburn.

## **CLOSED SESSION TOPIC**

### **Conference with Labor Negotiators, pursuant to Government Code Section 54957.6**

Negotiators: City Manager, Assistant City Manager, and City Attorney.

Employee Organization(s): La Verne City Employees Association, La Verne Firefighters Association, La Verne Fire Middle Management Association, La Verne Police Middle Management Association, and all Unrepresented Employees.

### **Conference with Legal Counsel, Existing Litigation pursuant to Government Code Section 54956.9(d)(1) Workmen's Comp Case - Case # ADJ 22309982**

**Conference with Legal Counsel - Existing Litigation pursuant to California Government Code Section 54956.9(d)(1). (1 case) - Gonzalez, J. v. City of La Verne, La Verne Police Dept. Case No. 24STCV34625.**

**Existing litigation Re National Prescription Opiate Litigation - Associated Pharmacies, Inc (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (Remnant Defendants)**  
USDC, Northern District of Ohio, MDL No. 2804  
Rubris Reference Number: CL-1763034

The City Council will recess and reconvene at 6:30 PM for the regularly scheduled City Council meeting.

## **REGULAR CITY COUNCIL MEETING - 6:30 PM**

### **PLEDGE OF ALLEGIANCE - ARMY VETERAN THEODORE LENGEL**

**ROLL CALL** Council Member Steven F. Johnson, Council Member Wendy Lau, Council Member Rick Crosby, Mayor Pro Tem Meshal "Kash" Kashifalghita, and Mayor Tim Hepburn.

## **PRESENTATIONS**

**Outstanding Older American - Jack Mansell** - The Senior Advisory Committee (SAC) has nominated one senior citizen for the Older American Recognition Award. This recognition is part of the Los Angeles County Commission for Older Adults (LACCOA) Annual Older Americans Recognition Day (OARD) Awards Program, which honors a senior citizen from each city in Los Angeles County. The Senior Advisory Committee nominated Jack Mansell as the City's Outstanding Older American.

**Recognition of Dr. Henderson for Service as Medical Director for LVFD** - Dr. Henderson served the City of La Verne and the La Verne Fire Department for many years as the EMS Medical Director, generously volunteering his time and expertise without compensation. His leadership and medical oversight were instrumental in shaping the EMS program, supporting personnel, and ensuring high-quality patient care for the community. We would like to formally recognize his lasting contributions, mentorship, and the positive impact he has had on the department.

## ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

(Any person who wishes to make a brief announcement of a future community event that is open to the public may do so at this time.)

## CONSENT CALENDAR

(All items on the Consent Calendar are routine and will be enacted by one motion unless a member of the Council or member of the audience requests separate discussion.)

**1. City Council Minutes of the Closed Session & Regular meeting of March 16, 2026.**

**Recommendation:** That the City Council approve the minutes.

**2. Registers of Audited Demands in the amount of \$2,147,648.67, dated 03/11/26, and in the amount of \$937,536.84, dated 03/04/26, and in the amount of \$394,086.76, dated 03/18/26.**

**Recommendation:** That the City Council approve the audited demands.

**3. Senior Advisory Committee Appointment.** Following an unexpected vacancy on the Senior Advisory Committee (SAC), the City solicited applications to fill the role. Upon the close of the application period, two applications were received. The SAC recommends that Mary Smith be appointed to serve a term through June 30, 2027.

**Recommendation:** That the City Council accept the Senior Advisory Committee's recommendation to appoint Mary Smith to serve a term through June 30, 2027.

**4. Resolution Accepting the Fire Department's 2025 Report on Compliance with State Inspection Mandates.** In accordance with Senate Bill 1205 (SB1205), all fire departments in California must annually inspect specified buildings and report compliance to their administering authority.

**Recommendation:** That the City Council adopt a Resolution titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE LA VERNE FIRE DEPARTMENT'S REQUIREMENT TO INSPECT CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE."

**5. Police Shooting Range Use Agreement with Claremont Police Department.** This agreement allows authorized Claremont Police Department personnel to utilize the La Verne Police Department's shooting range for training and qualification purposes.

**Recommendation:** That the City Council authorize the City Manager to renew the Agreement for Use of the La Verne Police Department's Shooting Range with the Claremont Police Department.

**6. Police Shooting Range Use Agreement with Glendora Police Department.** This agreement allows authorized Glendora Police Department personnel to utilize the La Verne Police Department's shooting range for training and qualification purposes.

**Recommendation:** That the City Council authorize the City Manager to renew the Agreement for Use of the La Verne Police Department's shooting range with the Glendora Police Department.

7. **Approval of a Salary Range for Utilities Manager.** Consideration of a resolution approving a revised salary range for the Utilities Manager position to align with current market conditions.

**Recommendation:** That the City Council adopt the attached Resolution titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING A SALARY RANGE FOR UTILITIES MANAGER."

8. **Second reading and adoption of "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING CASE NO. 114-25ZC, A REQUEST BY HILLCREST HOMES TO CHANGE THE ZONE DESIGNATION FROM "PR4.5D" TO "INSTITUTIONAL" FOR THE SITES LOCATED AT AIN: 8381-010-028, AIN: 8381-010-033, AIN: 8381-010-006, AND AIN: 8381-012-013."** The second reading and adoption of an Ordinance to change the zone designation from "PR4.5D" to "INSTITUTIONAL" for the sites located within the Brethren Hillcrest Homes facility.

**Recommendation:** That the City Council adopt an Ordinance, entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING CASE NO. 114-25ZC, A REQUEST BY HILLCREST HOMES TO CHANGE THE ZONE DESIGNATION FROM "PR4.5D" TO "INSTITUTIONAL" FOR THE SITES LOCATED AT AIN: 8381-010-028, AIN: 8381-010-033, AIN: 8381-010-006, AND AIN: 8381-012-013."

## **PUBLIC HEARING**

9. **First Reading of Ordinance Updates to the La Verne Municipal Code Relating to Accessory Dwelling Units and Junior Accessory Dwelling Units, Senate Bill 9 Two-Unit Developments, Urban Lot Splits, and the Definition of Emergency Shelter (Case Numbers 13-26ZA & 14-26ZA) and making California Environmental Quality Act Determinations.** First Reading for updates to the La Verne Municipal Code to ensure compliance with State law related to ADUs, JADUs, and SB 9 provisions and finding that the ordinances are exempt from the California Environmental Quality Act.

**Recommendation:** That the City Council should conduct a Public Hearing, introducing by title only and waiving further reading of the following Ordinances:

1. "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA AMENDING THE DEFINITION OF "EMERGENCY SHELTER" TO IMPLEMENT STATE LAW AND AMENDING CHAPTER 18.22 AND SECTION 16.12.060 OF THE LA VERNE MUNICIPAL CODE TO IMPLEMENT STATE LAWS CHANGES RELATING TO TWO-UNIT HOUSING DEVELOPMENTS AND URBAN LOT SPLITS AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO GOVERNMENT CODE SECTIONS 65852.21 AND 66411.7 AND CEQA GUIDELINES SECTION 15061(b)(3)," and
2. "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA AMENDING THE ZONING PROVISIONS OF THE LA VERNE MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS IN ACCORDANCE WITH STATE LAW AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO PUBLIC RESOURCES CODE SECTION 21080.17."

## DISCUSSION CALENDAR

- 10. Update on Route 66 Centennial and America 250 Programming and Approval of Public Art Fund Appropriation for Banner Program.** To celebrate the Route 66 Centennial and America 250 milestones, the City has developed a series of programming initiatives in collaboration with community groups. Implementation of the Banner Program will require the appropriation of \$25,000 from the General Capital Improvement Fund, which holds the Public Art Funds.

**Recommendation:** That the City Council:

1. Receive and file this report;
2. Provide direction on the proposed programming efforts; and
3. Adopt a Resolution appropriating \$25,000 of Public Art Funds from the General Capital Improvement Fund to support the Banner Program.

- 11. Bonita Unified School District Measure A - June 2026 Election.** The Bonita Unified School District has placed Measure A on the June 2, 2026, ballot to authorize \$256 million in bonds for school facility repairs and upgrades, subject to Proposition 39 accountability requirements and a projected tax rate of \$59 per \$100,000 of assessed value. At the March 2, 2026, City Council meeting, Mayor Tim Hepburn and Council Member Rick Crosby requested the measure be brought forward for Council discussion and consideration of support.

**Recommendation:** That the City Council adopt a resolution in support for the Bonita Unified School District Measure A Bond Measure.

- 12. SGVCOG & City of Pomona Proposed Arrow Highway Class IV Bikeway Design.** The San Gabriel Valley Council of Governments (SGVCOG) and City of Pomona are proposing improvements on Arrow Highway that include the addition of a Class IV bikeway among other features, with impacts to the City of La Verne. Based on feedback from the January 20, 2026, Council Meeting, SGVCOG staff have conducted further study of the proposed improvements and are submitting the findings for the review and consideration of the City Council.

**Recommendation:** That the City Council:

1. Support coordination with the San Gabriel Valley Council of Governments and the City of Pomona to advance the Class IV bikeway along Arrow Highway consistent with Pomona City Council approved Alternative 4;
2. Confirm the preferred bikeway terminus at the White Avenue/Arrow Highway intersection within the City of La Verne;
3. Direct staff to work with partner agencies to incorporate traffic signal modifications and pavement rehabilitation within the City's segment, as appropriate; and
4. Authorize staff to continue design coordination and return to the City Council with any required agreements, cost-sharing arrangements, or approvals necessary for project implementation.

## PUBLIC COMMENTS

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 and within the subject matter jurisdiction of the City Council. 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. Please email your public comment to the City Clerk's Office at [cityclerk@LaVerneCA.gov](mailto:cityclerk@LaVerneCA.gov). Your public comment will be shared with the City Council and included as part of the permanent record. There is a 3-minute time limit on public comments.

### **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 per Assembly Bill 1234.

### **ADJOURNMENT**

**THE NEXT REGULAR MEETING OF THE LA VERNE CITY COUNCIL IS SCHEDULED FOR MONDAY, APRIL 20, 2026, AT 5:30 P.M.**

**Posting Statement:** A true copy of this Agenda was posted on March 31, 2026, on the bulletin board at La Verne City Hall, 3660 D Street, La Verne, and on the City's website at [www.LaVerneCA.gov](http://www.LaVerneCA.gov).

## **RESIDENT INFORMATION**

### UPCOMING EVENTS AND MEETINGS

**Tuesday, April 7** - Development Review Committee meeting, City Hall, 9:00 am

**Wednesday, April 8** - Planning Commission meeting, City Hall, 6:30 pm

**Saturday, April 11** - Craft Fair, Mainiero Square, 9:00 am

**Monday, April 13** - Senior Movie Matinee, LV Community Center, 12:30 pm

**Wednesday, April 15** - Senior Advisory Committee meeting, Community Center, 10:00 am

**Wednesday, April 15** - Parks & Recreation Commission meeting, City Hall, 5:30 pm

**Saturday, April 18** - Sip of La Verne Wine Walk, Mainiero Square, 5:00 pm

**Monday, April 20** - City Council meeting-Closed or Study Session, City Hall, 5:30 pm

**Monday, April 20** - City Council meeting-Regular meeting, City Hall, 6:30 pm

**Wednesday, April 22** - Transportation & Infrastructure Commission meeting, City Hall, 4:00 pm



# CITY OF LA VERNE

Council Packet - April 6, 2026

## MINUTES OF THE CLOSED SESSION & REGULAR MEETING OF MARCH 16, 2026

### ACTION MINUTES “SEE ITALICS”

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#### CLOSED SESSION AGENDA

**CALL TO ORDER** - *meeting called to order at 5:31 PM.*

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

*Council Members Present: Crosby, Johnson, Lau, Kashifalghita, and Hepburn.*

*Council Members Absent: None*

*Advisory Staff Present: City Manager Domer, Assistant City Manager Ranells, and City Attorney Hall Barlow.*

#### CLOSED SESSION TOPIC

*City Attorney Hall Barlow read the closed session items for the record. It is anticipated there will be no report out.*

**Conference with Labor Negotiators, pursuant to Government Code Section 54957.6:**

Negotiators: City Manager, Assistant City Manager, and City Attorney.

Employee Organization(s): La Verne City Employees Association, La Verne Firefighters Association, La Verne Fire Middle Management Association, La Verne Police Middle Management Association, and all Unrepresented Employees.

**Conference with Real Property Negotiators pursuant to Cal. Gov't Code Section 54956.8:**

Property: APN 8378-015-009 [approx. 30,657 square feet]

Negotiators: Ken Domer: Negotiating Parties: Arrow White Corner, LLC.

Under Negotiation: Price and terms of payment.

*Mayor Hepburn called for Public Comment: There was none.*

*The City Council recessed at 5:33 PM into Closed Session.*

**REGULAR CITY COUNCIL MEETING - 6:30 PM** - *meeting was called to order at 6:34 PM.*

**PLEDGE OF ALLEGIANCE - RONALD LEWIS, AIR FORCE, TECHNICAL SERGEANT (E-6)**

*Mayor Pro Tem Kashifalghita, on behalf of the City Council, presented Sergeant Lewis with a Pride of La Verne certificate.*

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

*Council Members Present: Crosby, Johnson, Lau, Kashifalghita, and Hepburn.*

*Council Members Absent: None*

*Advisory Staff Present: City Manager Domer, Assistant City Manager Ranells, and City Attorney Hall Barlow.*

## PRESENTATIONS

**Bonita High School Girls' Water Polo 2026** - The Bonita Girl's Water Polo team finished the 2026 season with an overall record of 26-6 and were the undefeated League Champions in the Palomares League. The team advanced to the CIF playoffs where they had the number 3 seed and after 4 rounds of play, BHS girls water polo fell 16-15 in overtime to the eventual Division 2 champion La Serna High School in the Semi-Final game. The team was coached by Dillon Unsoeld and assisted by John Ashby and Cody Lehotsky.

Natalie Rosen	Maddie Rosen	Ava Wu	Peyton Ashby
McKenzie Allred	Charlotte Cruz	Giselle Rappa	Kennedy O'Connell
Isla Romero	Rosanna Jimenez	Sophia Quezada	Vivianna Velasquez
Eva Hanke	Jocilyn Ortega	Juliet Perez	Charlotte Scholefield
Joy Peoples	Abbie Noyes		

*City Council presented each player with a Pride of La Verne certificate and an In-N-Out gift card.*

**Red Cross Month Proclamation** - American Red Cross Month recognizes the everyday heroes who support their communities through the American Red Cross. The San Gabriel Pomona Valley Chapter of the American Red Cross provided essential aid during the natural disasters, providing meals, overnight shelter, comfort kits, recovery assistance through local resource centers, and more.

*City Council presented SGV/Pomona Chapter Board member Omar Houari with the Proclamation.*

**Recognition and Presentation of "Pride of La Verne Awards"** - Annually, the City Council presents the "Jack Huntington Award" and the "Jim Scranton Award" to recognize volunteers who have made outstanding contributions and performed exemplary service to the City and the community. Each recipient receives an individual Pride of La Verne plaque and their names are placed on perpetual plaques displayed in City Hall.

The "Jack Huntington Award" was named after S. Jack Huntington, who moved to La Verne in 1970. Despite heavy professional obligations and time commitments to the U.S. Naval Reserve, Jack became actively involved in the community as a volunteer. He was active in various local organizations, including the La Verne Jaycees, Little League and the Youth Basketball program. Jack also served as a City of La Verne Commissioner for more than 15 years, completing two terms on the Parks & Recreation Commission as well as two terms on the Planning Commission. Jack Huntington was a citizen volunteer who exemplified the "Pride of La Verne" through selfless service to the community. This year, the City Council has nominated Raymond Swain.

Raymond Swain has been a dedicated member of the La Verne community since moving to the city in 1989. Over the years, he has generously contributed his time and leadership to numerous local and regional organizations. Raymond volunteered for four years with Boy Scouts of America Troop 411,

attending weekday meetings and participating in overnight camping trips to support youth development. He also spent three years as a parent volunteer with La Verne Little League, regularly attending games and workouts while assisting coaches and encouraging young athletes. For six years, Raymond was active with International Toastmasters, serving as both Club President and Area Governor, where he helped members achieve their communication goals and supported clubs in reaching their membership and growth objectives. In addition, he served as Chairman of the City's Ad Hoc Water and Sewer Rate Study Committee, providing valuable input on a key community issue. He also served on the City's Local Hazard Mitigation Plan Steering Committee, providing input on the City's update to its' Local Hazard Mitigation Plan. Raymond also dedicated hundreds of hours leading the effort to establish La Verne's first Firewise community, helping neighbors reduce wildfire risk and strengthen local preparedness. A frequent attendee of City Council meetings, Raymond continues to demonstrate a strong commitment to civic engagement and the well-being of the La Verne community.

*City Council presented Raymond with a Pride of La Verne plaque.*

The "Jim Scranton Award" was named after long-time resident Jim Scranton who was a member of the Youth Sports Committee since its inception. In 1986, he formed the La Verne Lazars Soccer Club organization which provides youngsters an opportunity to play soccer at a highly competitive level. Jim also spent five years on the City Sports Park Committee, which resulted in the development of 35 acres of sports fields for the community. He also participated in the City women's soccer program as a coach. Jim is survived by his wife Susan and their children. The Youth Sports Committee recommended that a Pride of La Verne Youth Sports Volunteer Award be named in honor of Jim Scranton. This year's award recipient is Ray Ortiz.

Ray has been in the region for over 25 years and on the Board for over 10 years. He has coached players in AYSO from their earliest days (6U) to their last days (19U). He has been a positive influence on many players that have come through the region and today can be found helping our referees perform their duties. In the last three years, he has been our referee administrator and has worked tirelessly to bring volunteer referees out on the fields, he has performed the necessary training and mentoring with them so that they could be confident in their duties and enjoy their time on the field. In the past year alone, Ray has invested his time and effort to help over a dozen referees achieve the Intermediate and Advanced referee badge levels. These badge levels allow the referees to officiate with more confidence in the older age groups. Ray was also involved in bring back the Great Western Shootout this past year. Congratulations, Ray!

*City Council presented Ray with a Pride of La Verne plaque.*

## **ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS**

(Any person who wishes to make a brief announcement of a future community event that is open to the public may do so at this time.)

*Public Announcements received from: Adrian Romero Library Manager*

## **CONSENT CALENDAR**

(All items on the Consent Calendar are routine and will be enacted by one motion unless a member of the Council or member of the audience requests separate discussion.)

*After confirming no items were pulled, it was moved by Kashifalghita, seconded by Johnson and approved by a vote of 5-0 to approve the Consent calendar items with the following amendment to the minutes, "Council presented the proclamation to Richard Bowen from LVC3, who then took a moment to remember LVC3 member Lois Jo Witten, who passed away recently."*

1. **City Council Minutes of the Closed Session and Regular meeting of March 2, 2026, and the State of the City Special meeting on February 18, 2026.**

**Recommendation:** That the City Council approve the minutes. *Approved*

2. **Register of Audited Demands in the amount of \$1,752,325.26, dated 02/26/26.**

**Recommendation:** That City Council approved the audited demands. *Approved*

3. **Amendment No. 1 to Agreement with the Consolidated Fire Protection District of Los Angeles County for Communications and Dispatch Services.** Approve Amendment No. 1 to the Agreement for Communications and Dispatch Services with the Consolidated Fire Protection District of Los Angeles County to revise the per-incident cost calculation and authorize reimbursement for Tablet Command software subscription licenses following the expiration of grant funding.

**Recommendation:** That the City Council approve Amendment No. 1 to the Agreement for Communications and Dispatch Services with the Consolidated Fire Protection District of Los Angeles County and authorize the Mayor to execute the Amendment. *Approved*

4. **Annual Housing Progress Report 2025.** The City is required by the state to prepare an Annual Progress Report on the status and progress in implementing the Housing Element of the General Plan. This report is required to be presented to the City Council as an informational item to update the City Council on the previous year's Housing Element status. The attachment contains the reportable progress that will be provided to the state.

**Recommendation:** That the City Council receive and file the Housing Element Annual Progress Report for 2025. *Approved*

5. **Metro A-Line (formerly Gold Line) Transit Oriented Development Bridge, Grant of Easement Acceptance.** The proposed pedestrian bridge crossing over Arrow Highway providing a connection between the La Verne A-Line Station and the Fairplex Campus will require easements for the portion of the facilities that land on the adjoining properties. Discussions with Foothill Gold Line Construction Authority and Los Angeles Metropolitan Transit Authority (Metro) staff are nearing conclusion.

**Recommendation:** That the City Council adopt a Resolution accepting the permanent easement from the Foothill Gold Line Construction Authority associated with the Transit Oriented Development Pedestrian Bridge Project, in a form approved by the City Attorney *Approved*

## **PUBLIC HEARINGS**

6. **Brethren Hillcrest Gateway Project – General Plan Amendment, Zone Change, and Mitigated Negative Declaration.** Consideration of the Brethren Hillcrest Gateway Project, including a General Plan Amendment, Zone Change, and Mitigated Negative Declaration for redevelopment of the North and South Gateway sites within the Hillcrest continuing care retirement community.

**Recommendation:** That the City Council adopt:

1. The resolution titled: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, ADOPTING AN INITIAL STUDY/MITIGATED NEGATIVE DECLARATION AND A MITIGATION MONITORING AND REPORTING PROGRAM FOR PORTIONS OF THE BROTHERS HILLCREST GATEWAY PROJECT AND RECOMMENDING THAT THE CITY COUNCIL ADOPT THE SAME FOR THE GENERAL PLAN AMENDMENT (113-25GPA) AND ZONE CHANGE (114-25ZC) PORTIONS OF THE BROTHERS HILLCREST GATEWAY PROJECT."
2. The resolution titled: "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING CASE NO. 113-25GPA, A REQUEST BY HILLCREST HOMES TO AMEND THE GENERAL PLAN DESIGNATION OF THE SITES AT AIN: 8381-010-006, AIN: 8381-010-028, AND AIN: 8381-010-033 FROM LOW DENSITY RESIDENTIAL TO COMMUNITY FACILITY."
3. Introduce by title only and waive further reading of an Ordinance titled: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING CASE NO. 114-25ZC, A REQUEST BY HILLCREST HOMES TO CHANGE THE ZONE DESIGNATION FROM "PR4.5D" TO "INSTITUTIONAL" FOR THE SITES LOCATED AT AIN: 8381-010-028, AIN: 8381-010-033, AIN: 8381-010-006, AND AIN: 8381-012-013."

*Mayor Hepburn opened the Public Hearing and Principal Planner Bowcock reported on this item.*

*Council Comments: Council had several clarifying questions and are very supportive of the project.*

*Public Comments received from: Christine Carrasco, Hillcrest Director of Project Management, Matthew Neeley, and Dale Stanley.*

*It was moved by Johnson, seconded by Lau, and approved by a vote of 5-0.*

## DISCUSSION CALENDAR

7. **Adoption of the 2026 Parks & Recreation Master Plan Update and finding of Exemption from Environmental Review.** Adoption of the 2026 Parks & Recreation Master Plan Update

**Recommendation:** That the City Council adopt the 2026 Parks & Recreation Master Plan Update and find that it is exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262 (Feasibility and Planning Studies).

*Management Analyst Houston introduced this item and KUTA Project Team Lead Leon, presented the report.*

*Council Discussion/Comments: Council discussed the different aspects of the Parks & Recreation Master Plan and are happy and supportive of it.*

*Public Comments: Bill Aguirre*

*It was moved by Crosby, seconded by Lau and approved 5-0.*

- 8. Fiscal Year 26-27 Preliminary Landscape and Lighting Maintenance Districts No. 6, 7, and 8 Budget Outlook.** The City of La Verne has three active Landscape & Lighting Maintenance Districts serving the communities that benefit from ongoing maintenance. Annually, the City is required to consider the budget for each District. Fiscal Year 2026-27 is expected to continue to see increased costs for utilities and operations. Per previous City Council direction, Staff is presenting options to address the maintenance of these districts with an emphasis on cost control.

**Recommendation:** That the City Council receive and file the update on Landscape and Lighting Maintenance Districts.

*City Engineer Howing reported on this item.*

*Council Discussion/Comments: Council discussed communicating and educating the public on the Landscape and Lighting Maintenance Districts going forward.*

*Public Comments: None*

*Council approved the receiving and filing of the update.*

## **PUBLIC COMMENTS**

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 and within the subject matter jurisdiction of the City Council. 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. Please email your public comment to the City Clerk's Office at [cityclerk@LaVerneCA.gov](mailto:cityclerk@LaVerneCA.gov). Your public comment will be shared with the City Council and included as part of the permanent record. There is a 3-minute time limit on public comments.

*Public Comments received from: Rebekah Hong*

## **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 per Assembly Bill 1234.

*Council Comments: Council Member Lau announced the Tri City meeting on Wednesday at 5:00 PM, information can be found on their website. They are still looking for Mental Health Commissioners.*

*Council Member Crosby represented La Verne at the Casa Colina event this past Saturday, celebrating their 90<sup>th</sup> Year. This week he will be visiting Foothill Terrace with Fire Chief Coatney and requested the mobile food vendors be checked into.*

*Council Member Johnson wished his wife a happy anniversary.*

*Mayor Pro Tem Kashifalghita announced the recent receipt of a \$500,000 check from Senator Susan Rubios's office to support the district in the vital work of responding to the aftermath of the*

*fires. Preparations are underway for the spring swimming pool condition efforts to identify and address neglected swimming pools, and mosquito season is upon us as the weather heats up after all the rain.*

*Mayor Hepburn attended the Little League opening day along with Mayor Pro Tem Kashifalghita, and numerous city staff, Police Chief Gonzalez threw out the first pitch. Opening Day was a big success, followed by a visit to the Spring Squeeze event and followed by the Women of the Year event in Covina where two La Verne Women were honored. As a reminder be prepared as the weather heats up, have your exit plans in place, check your smoke detectors, and clear brush away from your house.*

**ADJOURNMENT - meeting adjourned at 8:40 PM.**

*Respectfully submitted,*

*Debra Fritz, CMC  
Deputy City Clerk*

CITY OF LA VERNE  
 REGISTER OF AUDITED DEMANDS  
 3/4/2026  
 FY 25-26

DEMANDS PRESENTED HAVE BEEN APPROVED CONSISTENT WITH THE CITY'S PURCHASING/FUNDING POLICY AND HAVE BEEN REVIEWED BY THE DIRECTOR FOR ACCURACY AND PROPER APPROVAL.

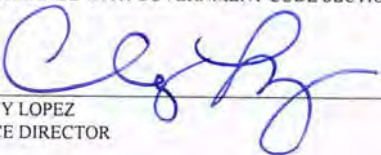
SUMMARY OF DEMANDS

LARGEST 10 CITY DEMAND PAYMENTS OTHER THAN PAYROLL AND RELATED BENEFITS.

	AMOUNT	ISSUED TO	DESCRIPTION
1	315,384.41	WASTE MANAGEMENT	FEBRUARY 2026 REFL'SE SERVICE
2	235,334.66	DEPARTMENT OF JUSTICE	JULY TO SEPTEMBER 2025 PAYROLL (L.A. CLEAR)
3	48,226.11	GREENSCAPE MAINTENANCE SERVICES INC	JANUARY AND FEBRUARY 2026 MAINTENANCE VARIOUS LOCATIONS
4	46,540.93	FONTANA CHRYSLER DODGE RAM JEEP	2024 RAM 5500 CHASSIS CAB
5	38,695.44	GRANITE DATA SOLUTIONS, INC	TRAINING LAB WORKSTATIONS (L.A. CLEAR)
6	37,669.28	U.S. BANK CORPORATE PAYMENT SYSTEMS	CITY CREDIT CARD TRANSACTIONS FOR OCTOBER 2025
7	32,385.16	U.S. BANK CORPORATE PAYMENT SYSTEMS	CITY CREDIT CARD TRANSACTIONS FOR NOVEMBER 2026
8	28,765.00	L. BARRIOS & ASSOCIATES INC.	LASER GRADING 2 ON EACH FIELDS AT SPORTS PARK AND LAS FLORES PARK
9	27,326.14	SDI PRESENCE LLC	JANUARY 2026 LICENSE PAYMENTS AND IT SUPPORT
10	15,329.09	INTER-CON SECURITY SYSTEMS, INC.	FEBRUARY 2026 PARKING ENFORCEMENT
	<u>102,494.18</u>	OTHER DEMANDS	
	\$ 928,150.40		

DEMANDS OF \$9,386.44 WERE PAID ON BEHALF OF LA IMPACT FOR LAW ENFORCEMENT TASK FORCE OPERATIONS

IN ACCORDANCE WITH GOVERNMENT CODE SECTION 37202, I HEREBY CERTIFY THAT THIS IS A TRUE AND ACCURATE REGISTER OF AUDITED DEMANDS

  
 \_\_\_\_\_  
 CHRISTY LOPEZ  
 FINANCE DIRECTOR

CITY OF LA VERNE  
 REGISTER OF AUDITED DEMANDS - EXHIBIT A

03/04/26

CHECK NO.	AMOUNT	ISSUED TO
176360	349.39	AIRGAS USA, LLC.
176361	72.49	ALBERTSONS/SAFEWAY
176362	1,500.00	JUSTIN ANDREWS
176363	388.72	AQUATIC SERVICE, INC.
176364	446.09	BAB STEERING HYDRAULICS, INC.
176365	28,765.00	L. BARRIOS & ASSOCIATES INC.
176366	850.00	BEN'S LOCK & KEY
176367	80.00	BILL'S AUTO UPHOLSTERY
176368	908.70	BREAK TIME YOGA, LLC
176369	40.00	BURRO CANYON SHOOTING PARK
176370	94.00	STATE OF CALIFORNIA
176371	339.98	CHARTER COMMUNICATIONS
176372	846.00	RETIRED SENIOR VOLUNTEER PATROL
176373	3,272.50	CITY OF MONROVIA
176374	86.83	COLLEY FORD
176375	170.00	CPRS
176376	400.00	D.F. POLYGRAPH
176377	120.00	DEBORAH POPOVICH
176378	384.93	THE EMBLEM AUTHORITY
176379	373.21	FACTORY MOTOR PARTS
176380	10.83	FLUID TECH
176381	46,540.93	FONTANA CHRYSLER DODGE RAM JEEP
176382	83.98	FOOTHILL BUILDING MATERIALS
176383	2,600.00	FRANCISCO JAUREGUI
176384	416.00	FRESHMOBILECA LLC
176385	368.90	FRONTIER COMMUNICATIONS
176386	2,145.00	GARCIA'S FENCE CORP.
176387	625.00	GOVERNMENT TRAINING AGENCY
176388	2,603.25	HOLLIDAY ROCK CO.
176389	946.39	HOME DEPOT CREDIT SERVICES
176390	36.55	HOSE-MAN, INC.
176391	207.48	YWCA SAN GABRIEL VALLEY
176392	20.00	JM POOL AND SPA
176393	59.94	KIMBALL-MIDWEST
176394	702.00	LA VERNE HERITAGE FOUNDATION
176395	2,977.26	LIFELOC TECHNOLOGIES, INC.
176396	137.82	LOWE'S
176397	650.00	MCLAY SERVICES, INC.
176398	2,017.31	O.F. WOLFINBARGER
176399	2,050.00	RAMONA BOWL AMPHITHEATRE
176400	106.00	REGISTRAR-RECORDER/COUNTY CLERK
176401	3,535.00	SAN GABRIEL VALLEY PUBLIC SAFETY
176402	115.88	SMART & FINAL IRIS CO.
176403	108.00	SOLAR TECH ENERGY SYSTEMS, INC
176404	2,167.55	STOTZ EQUIPMENT
176405	448.55	T-MOBILE
176406	3,200.00	TIDY DIESEL TANKS
176407	185.20	TK PRINT MANAGEMENT, INC.
176408	4,730.00	UCLA CENTER FOR PREHOSPITAL CARE
176409	55.65	LOS ANGELES TRUCK CENTERS, LLC
176410	285.10	WAGeworks, INC.
176411	369.00	WALTERS WHOLESALE ELECTRIC CO.
176413	478.14	24 ROOTER & PLUMBING, INC.
176414	132.74	TANYA CARTER
176415	9,121.68	CELL BUSINESS EQUIPMENT
176416	235,334.66	DEPARTMENT OF JUSTICE

CITY OF LA VERNE  
 REGISTER OF AUDITED DEMANDS - EXHIBIT A

03/04/26

CHECK NO.	AMOUNT	ISSUED TO
176417	38,695.44	GRANITE DATA SOLUTIONS, INC.
176418	676.05	IMPEX TECHNOLOGIES, INC.
176419	2,699.34	MASERGY CLOUD COMMUNICATIONS, INC
176420	320.00	CHRISTOPHER PAUL PERNEVI
176421	1,372.24	VERIZON WIRELESS
EFT	379.50	AM-TEC TOTAL SECURITY INC.
EFT	241.41	CARDER, ROBIN
EFT	49.71	COLLEGIATE PRESS
EFT	1,840.00	COUNTY OF LOS ANGELES / LA-RICS
EFT	719.60	EKMAN, ROBBIN
EFT	1,193.63	EWING IRRIGATION PRODUCTS
EFT	550.73	FIGUEROA, STEVE
EFT	1,268.31	FIRST-CITIZENS BANK & TRUST CO.
EFT	375.90	GRAINGER
EFT	48,226.11	GREENSCAPE MAINTENANCE SERVICES INC
EFT	27.00	GUZMAN, ISABELLA
EFT	15,329.09	INTER-CON SECURITY SYSTEMS, INC.
EFT	1,250.05	KTU&A
EFT	10,270.00	LA VERNE CHAMBER OF COMMERCE
EFT	725.00	LAW ENFORCEMENT MEDICAL SERVICES
EFT	4,273.07	LIFE-ASSIST, INC.
EFT	1,041.31	LINE GEAR FIRE & RESCUE EQUIPMENT
EFT	6,988.89	SALT WORKS, INC.
EFT	212.71	SANDERS LOCK & KEY
EFT	27,326.14	SDI PRESENCE LLC
EFT	1,335.00	SOUTHLAND MECHANICAL, INC.
EFT	1,397.27	U.S. POSTMASTER
EFT	432.24	ULINE
EFT	315,384.41	WASTE MANAGEMENT
EFT	3,971.28	WAXIE SANITARY SUPPLY
EFT	1,930.00	WILLDAN FINANCIAL SERVICES
BANK DRAWN	2,534.90	CINTAS
BANK DRAWN	37,669.28	U.S. BANK CORPORATE PAYMENT SYSTEMS
BANK DRAWN	32,385.16	U.S. BANK CORPORATE PAYMENT SYSTEMS
	<u>928,150.40</u>	
	9,386.44	
Total Demand	<u>937,536.84</u>	

LAIMPACT Law Enforcement Task Force Demands

176422	357.83	ROTORCRAFT SUPPORT, INC.
176423	1,062.49	STAPLES
176424	200.12	T-MOBILE
176425	1,131.00	TOTAL NETWORK SOLUTIONS
176426	2,500.00	TOWNSEND PUBLIC AFFAIRS, INC
176427	200.00	VISTA AVIATION INC.
176428	3,825.00	VITAL RECORDS CONTROL
176429	110.00	SOUTHLAND SHREDDING, INC.
Total	<u>9,386.44</u>	

LAIMPACT demands are paid from federal asset forfeiture dollars allocated to LAIMPACT crime prevention activities. These funds are not City funds and are not available for City use outside of LAIMPACT activities.

CITY OF LA VERNE  
 REGISTER OF AUDITED DEMANDS  
 3/11/2026

FY 2025-2026

DEMANDS PRESENTED HAVE BEEN APPROVED CONSISTENT WITH THE CITY'S PURCHASING/FUNDING POLICY AND HAVE BEEN REVIEWED BY THE DIRECTOR FOR ACCURACY AND PROPER APPROVAL.

SUMMARY OF DEMANDS

LARGEST 10 CITY DEMAND PAYMENTS OTHER THAN PAYROLL AND RELATED BENEFITS

	AMOUNT	ISSUED TO	DESCRIPTION
1.	202,168.76	OPPENHEIMER NATIONAL	ARROW HWY URBAN GREEN PROJECT
2.	142,712.22	STRATEGIC CONTRACTING SERVICES	PAYROLL 02/15/2025 TO 02/28/2026 (L.A. CLEAR)
3.	109,587.05	TANGRAM	FINANCE AND IT FURNITURE (L.A. CLEAR)
4.	54,835.79	DAVID WILSON'S VILLA FORD	2026 FORD TRANSIT MID ROOF CARGO VAN
5.	44,410.43	ISES CORPORATION	SERVICE 1/27/2026 TO 02/26/2026 ASSESSMENT FACILITY ASSESTS
6.	39,907.37	DOOLEY ENTERPRISES	AMMUNITION FOR DEPARTMENT TRAINING
7.	18,632.00	INLAND VALLEY HUMANE SOCIETY	FEBRUARY 2026 ANIMAL CARE AND CONTROL SERVICES
8.	17,449.00	CALIFORNIA JPIA - EXCESS LIABILITY	TRUST ACCOUNT REPLENISHMENT
9.	16,897.60	HPS WEST, INC.	AMR/AMI METER PURCHASES
10.	13,926.01	ATHENS SERVICES	FEBRUARY 2026 SWEEPER SERVICES CITY AND FOOTHILL/RTE 66
	<u>179,446.24</u>	OTHER DEMANDS	
5	839,972.47		

DEMANDS OF \$15,613.21 WERE PAID ON BEHALF OF LA IMPACT FOR LAW ENFORCEMENT TASK FORCE OPERATIONS.

DEMANDS OF \$1,292,062.99 WERE PAID FOR PAYROLL AND EMPLOYEE BENEFIT RELATED ITEMS.

IN ACCORDANCE WITH GOVERNMENT CODE SECTION 37202, I HEREBY CERTIFY THAT THIS IS A TRUE AND ACCURATE REGISTER OF AUDITED DEMANDS.

  
 \_\_\_\_\_  
 CHRISTY LOPEZ  
 FINANCE DIRECTOR

CITY OF LA VERNE  
REGISTER OF AUDITED DEMANDS - EXHIBIT A

FY 2025-2026

3/11/2026

CHECK NO.	AMOUNT	ISSUED TO
176430	429.19	ACTION AWARDS, INC.
176431	11,753.20	AIR-EX AIR CONDITIONING
176432	225.00	AMERICAN TANK TESTING
176433	716.00	ANGELS BASEBALL L.P.
176434	13,926.01	ATHENS SERVICES
176435	26.80	CATHERINE GARCIA
176436	2,716.17	CHARTER COMMUNICATIONS
176437	1,553.34	JARVINEN, CLAY
176438	1,842.11	CUMMINS SALES AND SERVICES
176439	508.89	D & H WATER SYSTEMS
176440	500.00	DANA ROMERO
176441	11,698.43	DARTCO TRANSMISSION SALES & SERVICE
176442	107.00	DIRECTV
176443	39,907.37	DOOLEY ENTERPRISES
176444	8,483.40	ECONOLITE SYSTEMS, INC.
176445	68.36	EVERSOFT
176446	105.99	FACTORY MOTOR PARTS
176447	2,000.00	FLYING DEUCES
176448	364.00	FRESHMOBILECA LLC
176449	2,277.01	FRONTIER COMMUNICATIONS
176450	1,575.00	FRONTIER COMMUNICATIONS
176451	2,008.92	HOLLIDAY ROCK CO.
176453	16,897.60	HPS WEST, INC.
176454	2,160.56	INLAND EMPIRE STAGES, LTD.
176455	18,632.00	INLAND VALLEY HUMANE SOCIETY
176456	118.58	INNOVATION AND TECHNOLOGY DEPT.
176457	44,410.43	ISES CORPORATION
176458	27.13	K & M TOOLS, INC.
176459	821.60	KOSMONT FINANCIAL SERVICES
176460	3,095.07	KYOCERA DOCUMENT SOLUTIONS WEST
176461	174.65	LA VERNE CAR WASH
176462	94.90	LA VERNE PETTY CASH
176463	504.10	MALLORY SAFETY AND SUPPLY LLC
176464	343.79	MICHAEL SEFFINGER
176465	250.00	NADIA NEAL
176466	150.08	O.F. WOLFINBARGER
176467	202,168.76	OPPENHEIMER NATIONAL
176468	383.25	PARADISE EMBROIDERY & SCREEN PRINT.
176469	747.14	PERMITFLOW, INC.
176470	24.00	PORAC
176471	4,863.47	RINGCENTRAL INC.
176472	8,833.94	S & J SUPPLY CO., INC.
176473	100.00	SAFESHRED COMPANY, INC.
176474	239.95	SAN GABRIEL VALLEY TRIBUNE
176475	218.37	CONNECTA SATELLITE SOLUTIONS LLC
176476	959.50	SIERRA PACIFIC ELEC. CONTRACTING
176477	16.81	SO CAL GAS CO
176478	517.08	SO CAL INDUSTRIES
176479	1,181.25	SOUTHERN CALIF. REG. RAIL AUTH.
176480	28.72	SOUTHERN CALIFORNIA EDISON
176481	815.07	STAPLES
176482	4,983.20	SUPERIOR COURT OF CA,COUNTY OF L.A.
176483	1,819.94	T-MOBILE
176484	555.97	T-MOBILE
176485	3,612.39	TENNIS ANYONE INC.
176486	700.00	THE DOMINGUEZ GROUP
176487	2,657.99	TPX COMMUNICATIONS
176488	300.00	TRANSUNION RISK & ALTERNATIVE DATA

CHECK NO.	AMOUNT	ISSUED TO
176489	488.46	TURF STAR, INC.
176490	89.34	VERIZON WIRELESS
176491	4,222.70	VORTEX INDUSTRIES, LLC
176492	80.00	XIMENA TOLEDO
176493	54,835.79	DAVID WILSON'S VILLA FORD
176494	5,460.00	ENVIRONMENTAL SYSTEMS RESEARCH INST
176495	34.83	FEDEX
176496	165.29	ANTOINETTE NUNEZ
176497	75.00	SOCAL SHRED LLC
176498	132.03	SOUTHERN CALIFORNIA TROPHY COMPANY
176499	109,587.05	TANGRAM
176500	425.00	TOWERSTREAM CORPORATION
EFT	17,449.00	CALIFORNIA JPJA - EXCESS LIABILITY
EFT	33.14	COLLEGIATE PRESS
EFT	6,561.00	COMMERCIAL DOOR COMPANY, INC.
EFT	9,681.00	ENVIRONMENTAL CONTROL PUENTE HILLS
EFT	1,345.00	GENERAL CODE LLC
EFT	300.00	GREGORY A MILES
EFT	66.30	HAAKER EQUIPMENT CO.
EFT	8,404.98	HACK COMPANY
EFT	5,238.27	HARRINGTON INDUSTRIAL PLASTICS
EFT	4,311.68	HI-WAY SAFETY INC
EFT	406.90	INTERSTATE BATTERY INLAND VALLEY
EFT	9,300.00	JONES MAYER
EFT	2,752.72	L.N. CURTIS AND SONS
EFT	3,485.37	LA VERNE POLICE OFFICERS ASSOC
EFT	607.00	RKA CONSULTING GROUP
EFT	7,315.92	SALT WORKS, INC.
EFT	4.97	SANDERS LOCK & KEY
EFT	465.00	SEAL BEACH COUNSELING INC
EFT	3,251.49	SOUTHLAND MECHANICAL INC
EFT	785.00	SPRAGUE PEST SOLUTIONS
EFT	1,012.46	SUN BADGE CO.
EFT	1,200.00	THE COUNSELING TEAM INTERNATIONAL
EFT	364.59	UNIVERSAL FLEET SUPPLY
EFT	4,650.00	WATERTALENT LLC
EFT	5,749.30	WESTERN WATER WORKS
EFT	142.94	AMAZON CAPITAL SRVC - LA CLEAR
EFT	581.25	MICHAEL W. TYNES
EFT	142,712.22	STRATEGIC CONTRACTING SERVICES
TOTAL	839,972.47	
	1,292,062.99	Total Payroll and Employee Benefit Payments
	15,613.21	Total LAIMPACT Demands
Total Demands	<u>2,147,648.67</u>	1335234.48

CITY OF LA VERNE  
REGISTER OF AUDITED DEMANDS - EXHIBIT A

FY 2025-2026

3/11/2026

CHECK NO.	AMOUNT	ISSUED TO
<b>Payroll and Employee Benefit Payments:</b>		
176507	2,714.12	DELTA DENTAL INSURANCE COMPANY
176508	12,877.24	DELTA DENTAL(0020785555)
176509	600.00	CITY OF LAVERNE EMPLOYEE FUND
176510	150.00	FIDELITY INVESTMENTS #P0754
176511	9,911.06	THE HARTFORD-PRIORITY ACCOUNTS
176512	137,675.73	HEALTH NET
176513	108,917.84	KAISER FOUNDATION HEALTH PLAN
176514	1,859.47	METLIFE - GROUP BENEFITS
176515	42.37	HEATHER REYES
EFT	4.00	UNITED WAY CAMPAIGN
BANK DRAWN	631,586.10	PAYROLL
BANK DRAWN	112,516.81	UNITED STATES TREASURY
BANK DRAWN	38,842.70	STATE OF CALIFORNIA
BANK DRAWN	571.46	STATE DISBURSEMENT BD0005689
BANK DRAWN	195,366.25	STATE OF CALIFORNIA
BANK DRAWN	20,401.60	EMPOWER TRUST COMPANY, LLC-457
BANK DRAWN	7,189.34	EMPOWER TRUST COMPANY, LLC-ROTH
EFT	3,366.10	LA VERNE POLICE FIRE ASSOCIATION'
EFT	2,516.38	LA VERNE POLICE OFFICERS ASSOC.
EFT	3,504.42	CHARLES SCHWAB BANK
EFT	1,350.00	MISSION SQUARE
EFT	100.00	WAGeworks-ADMIN FEE
<b>Total</b>	<b>1,292,062.99</b>	

Break down of standard providers and the benefits they provide

Provider	Benefits Description
A.C. Newman Co.	
Delta Dental	Employee dental insurance coverage
The Hartford	Life Insurance Policy
Health Net	Employee health insurance
Kaiser	Employee health insurance
Wage Works	Flexible Savings Account (FSA) deductions
US Treasury	Employee federal tax withholdings
State of California	Employee state income tax, unemployment insurance and child support/garnishments
Mass Mutual A	401A plan
Mass Mutual B	457B plan
Mass Mutual Roth	Roth plan
Lincoln National	Replacement Social Security plan
Fire/Police/La Verne Employee Fund	Employee Group Dues

LAIMPACT Law Enforcement Task Force Demands

176501	792.98	BPS TACTICAL, INC.
176502	6,109.15	CITY OF PASADENA
176503	2,350.00	CODE 5 GROUP, LLC.
176504	5,000.00	DAVIS FARR LLP
176505	839.53	FLEXTG, LLC
176506	321.55	TRANSUNION RISK & ALTERNATIVE DATA
EFT	200.00	FOOTHILL COMMUNICATIONS INC
<b>Total</b>	<b>15,613.21</b>	<b>LAI ENFORCEMENT OPERATIONS</b>

LAIMPACT demands are paid from federal asset forfeiture dollars allocated to LAIMPACT crime prevention activities. These funds are not City funds and are not available for City use outside of LAIMPACT activities.

CITY OF LA VERNE  
 REGISTER OF AUDITED DEMANDS  
 3/18/2026  
 FY 25-26

DEMANDS PRESENTED HAVE BEEN APPROVED CONSISTENT WITH THE CITY'S PURCHASING/FUNDING POLICY AND HAVE BEEN REVIEWED BY THE DIRECTOR FOR ACCURACY AND PROPER APPROVAL.

SUMMARY OF DEMANDS

LARGEST 10 CITY DEMAND PAYMENTS OTHER THAN PAYROLL AND RELATED BENEFITS.

	<u>AMOUNT</u>	<u>ISSUED TO</u>	<u>DESCRIPTION</u>
1.	231,260.97	DEPARTMENT OF JUSTICE	NOVEMBER/DECEMBER 2025 PAYROLL AND JULY AND SEPTEMBER 2025 LEASE (L.A. CLEAR)
2.	46,650.00	GLADIATOR FORENSICS LLC	AMC RENEWAL 02/01/2026-02/01/2027 (L.A. CLEAR)
3.	9,196.92	ALL STAR FIRE EQUIPMENT INC.	29 YELLOW NOMEX BRUSH COAT PER ORANGE COUNTY SPECS.
4.	4,900.00	SWEBB	DATABASE-MODULE UPDATES (L.A. CLEAR)
5.	4,162.08	ACUATIVE CORPORATION	ANNUAL SERVICE 04/05/2026-04/04/2027 (L.A. CLEAR)
6.	3,949.00	GRANICUS LLC	FEBRUARY AND MARCH 2026 AVIOR SRVC
7.	3,315.00	D. HAUPTMAN CO., INC.	AEROSOL FIELD MARKING PAINT
8.	3,164.20	CELL BUSINESS EQUIPMENT	SERVICE 2/19/2026-04/18/2026 (L.A. CLEAR)
9.	3,068.75	LOS ANGELES COUNTY CLERK/REGISTRAR	NOD FOR HILLCREST GATEWAY PROJECT
10.	2,332.93	CHARTER COMMUNICATIONS	SERVICE 3/12/2026-04/12/2026 (L.A. CLEAR)
	<u>21,046.87</u>	OTHER DEMANDS	
	\$ 333,046.72		

DEMANDS OF 61,040.04 WERE PAID ON BEHALF OF LA IMPACT FOR LAW ENFORCEMENT TASK FORCE OPERATIONS.

IN ACCORDANCE WITH GOVERNMENT CODE SECTION 37202, I HEREBY CERTIFY THAT THIS IS A TRUE AND ACCURATE REGISTER OF AUDITED DEMANDS.

  
 \_\_\_\_\_  
 CHRISTY LOPEZ  
 FINANCE DIRECTOR

CITY OF LA VERNE  
 REGISTER OF AUDITED DEMANDS - EXHIBIT A

03/18/26

CHECK NO.	AMOUNT	ISSUED TO
176516	1,262.94	AT&T MOBILITY
176517	228.76	BAB STEERING HYDRAULICS, INC.
176518	40.00	BURRO CANYON SHOOTING PARK
176519	958.00	STATE OF CALIFORNIA
176520	122.89	DAVID CHAVIRA
176521	1,325.56	COLLEY FORD
176522	1,021.00	CPAC, INC.
176523	3,315.00	D. HAUPTMAN CO., INC.
176524	20.00	DAVID RIVERA
176525	46.00	ECKS, JEREMY
176526	146.63	FACTORY MOTOR PARTS
176527	1,077.49	FIRE APPARATUS SOLUTIONS
176528	311.55	FRONTIER COMMUNICATIONS
176529	316.82	GOLDEN STATE WATER COMPANY
176530	345.71	GONZALEZ, CLAUDIA
176531	1,465.10	KOSMONT FINANCIAL SERVICES
176532	3,068.75	LOS ANGELES COUNTY CLERK/REGISTRAR
176533	600.00	MIND BLOWING BALLOONS LLC
176534	500.00	OLIVIA NAVARRO
176535	100.00	OLIVIA NAVARRO
176536	86.02	ROJAS, MAXIMO
176537	718.44	SAM'S CLUB/SYNCHRONY BANK
176538	320.00	SANDERS TOWING, INC.
176539	79.89	SOUTHERN CALIFORNIA EDISON
176540	50.00	STEVEN STEGURA
176541	364.90	VAN VELDHUIZEN, BRANDON
176542	87.77	WALTERS WHOLESALE ELECTRIC CO.
176543	1,318.28	WELLS FARGO VENDOR FINANCIAL SVCS
176544	4,162.08	ACUATIVE CORPORATION
176545	3,164.20	CELL BUSINESS EQUIPMENT
176546	2,332.93	CHARTER COMMUNICATIONS
176547	349.99	CHARTER COMMUNICATIONS
176548	79.22	KENNETH CORDRAY
176549	231,260.97	DEPARTMENT OF JUSTICE
176550	25.87	FEDEX
176551	4,900.00	SWEBS
EFT	140.00	ALL PURPOSE DOCUMENT DESTRUCTION
EFT	9,196.92	ALL STAR FIRE EQUIPMENT INC.
EFT	134.70	BIEDERMANN, REBEKAH
EFT	80.13	CANU, ELIZABETH
EFT	455.92	FIGUEROA, STEVE
EFT	3,949.00	GRANICUS LLC
EFT	249.86	HAAKER EQUIPMENT CO.
EFT	1,604.93	HASA, INC.
EFT	873.79	LIFE-ASSIST, INC.
EFT	385.88	LINE GEAR FIRE & RESCUE EQUIPMENT
EFT	91.64	PULIDO, DAISY
EFT	56.52	RUSH TRUCK CENTERS
EFT	126.99	SAVAGE, HOLLIE
EFT	320.00	SHADES TINTING
EFT	178.12	TRILOGY MEDWASTE WEST, LLC
EFT	2,186.46	TURBO DATA SYSTEMS INC.
EFT	698.14	ULINE
EFT	94.96	UNIVERSAL FLEET SUPPLY
EFT	46,650.00	GLADIATOR FORENSICS LLC
	<u>333,046.72</u>	

CITY OF LA VERNE                      FY 25-26  
 REGISTER OF AUDITED DEMANDS - EXHIBIT A

03/18/26

<u>CHECK NO.</u>	<u>AMOUNT</u>	<u>ISSUED TO</u>
	<u>61,040.04</u>	
Total Demand	<u>394,086.76</u>	

<u>LAIMPACT Law Enforcement Task Force Demands</u>		
176552	1,099.00	CHARTER COMMUNICATIONS
176553	4,900.00	DAVIS FARR LLP
176554	390.00	NUWAY JANITORIAL SERVICES
176555	50,415.60	SOFTCHOICE CORPORATION
176556	<u>4,235.44</u>	VERIZON WIRELESS
Total	61,040.04	

LAIMPACT demands are paid from federal asset forfeiture dollars allocated to LAIMPACT crime prevention activities. These funds are not City funds and are not available for City use outside of LAIMPACT activities.

# City of La Verne, City Council Agenda Report



**DATE:** April 6, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** Yvonne Duran, Parks & Recreation Director  
**SUBJECT:** **SENIOR ADVISORY COMMITTEE APPOINTMENT.**

---

## **SUMMARY**

Following an unexpected vacancy on the Senior Advisory Committee (SAC), the City solicited applications to fill the role. Upon the close of the application period, two applications were received. The SAC recommends that Mary Smith be appointed to serve a term through June 30, 2027.

## **RECOMMENDATION**

That the City Council accept the Senior Advisory Committee's recommendation to appoint Mary Smith to serve a term through June 30, 2027.

## **DISCUSSION**

In late February 2026, it was identified that Valarie Ortiz is not available to attend the regularly scheduled Senior Advisory Committee meetings due to conflicts with work, resulting in an unexpected vacancy to the committee. The City posted the position as vacant, allowing for applications through March 12. The solicitation was advertised in the City Manager's Newsletter, emailed to City website subscribers, and incorporated in the Senior Newsletter.

Upon the close of the application period, two applications were received from the following individuals:

- Bonnie Lesley
- Mary Smith

The Senior Advisory Committee recommends the appointment of Mary Smith to serve on the Senior Advisory Committee, to complete Valarie's term through June 30, 2027.

## **FISCAL ANALYSIS**

Not applicable.

## **ENVIRONMENTAL ANALYSIS**

Not applicable.

## **LEGAL REVIEW**

The City Attorney has reviewed and approved this report.

## **ATTACHMENTS**

1. Senior Advisory Committee Applications

Report Prepared By:  
Andrea Blockinger, Management Analyst



# COMMITTEE, COMMISSION, AND BOARD APPLICATION

County Packet - April 1, 2026

Date: MARCH 10, 2026

MAR 11 2026

LA VERNE CITY HALL  
ADMINISTRATION

Please check the appropriate Board, Commission, or Committee:

- Active Transportation & Infrastructure
- Finance Commission
- Planning Commission
- Public Finance Authority (EIFD)
- Tri-City Mental Health Authority Governing Board Representative
- Parks & Recreation Commission
- Sr. Citizen Advisory Committee

### 1. PERSONAL DATA

Name (last, first, middle) SMITH, MARY LOUISE Home Phone ( ) \_\_\_\_\_

Home Address (number & street) FRUIT ST. Work Phone ( ) \_\_\_\_\_

Business Address (if applicable) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_

City, State, Zip LAVERNE CA 91750 Cell Phone ( ) \_\_\_\_\_

Email address \_\_\_\_\_

### 2. WORK EXPERIENCE

Describe your duties: WORKED 35 YEAR AS QUALITY CONTROL INSPECTOR / SUPERVISOR FINAL INSPECTION OF PRODUCT GOING TO CUSTOMERS, TRAINING OF OTHER INSPECTORS COMMUNICATED WITH VENDORS THAT WORKED FOR US.

### 3. EDUCATION AND TRAINING

Please comment on education and training as it may relate to your application for community service: \_\_\_\_\_

GRADUATED FROM BISHOP ANAT HS

2 YRS OF COLLEGE - MT. SAC DEGREE

### 4. ADDITIONAL INFORMATION

Use this space to provide additional information as required or to describe in greater detail any aspects of your experience or activities that are pertinent: \_\_\_\_\_

WHERE I LIVE I'M PART OF A VOLUNTEER GROUP (LEAD) THAT HELPS SET UP DINNERS OR FUNCTIONS MONTHLY, FOR RESIDENTS, WE ARE A SENIOR PARK IN LAVERNE <sup>HELPED</sup> SET UP HOLIDAY BOUTIQUE + RUMMAGE SALE <sup>ORGANIZE</sup>

### 5. REFERENCES

1. Name JUDY KENWORTH Phone number \_\_\_\_\_  
Address FOOTHILL TERRACE MHP - LAVERNE
2. Name VIVIAN RICHARDSON Phone number \_\_\_\_\_  
Address FOOTHILL TERRACE MHP - LAVERNE
3. Name CATHY BARELA Phone number \_\_\_\_\_  
Address SANBERRY AVE VALINDA CA 91744

6. COMMUNITY ACTIVITIES

Since moving to La Verne, please list current activities and work experience. Include all special projects and positions you held in organizations, for example, President, Secretary, Treasurer, etc.

1 Name or Organization FOOTHILL TERRACE REC. CLUB <sup>(NO LONGER EXISTS)</sup> How long with this organization 1 + 1/2 yrs  
Offices Held TREASURER

Describe your responsibilities and accomplishments. KEEPING BOOK/ACCOUNT OF MONEY COLLECTED FOR DINNER + OTHER FUNCTIONS AND MONEY BEING PAID OUT. MAKING SURE TO BALANCE

2 Name or Organization FOOTHILL TERRACE - BINGO <sup>(NOT ADVERTISED)</sup> How long with this organization 2011 / PRESENT  
Offices Held I AM IN CHARGE

Describe your responsibilities and accomplishments. SETTING UP GAMES + PAYOUTS FINDING AND TRAINING CALLERS I AM RUNNING A FRIENDLY, SUCCESSFUL BINGO

3 Name or Organization LA VERNE SENIOR BINGO How long with this organization 2 yrs  
Offices Held VOLUNTEER HELPER

Describe your responsibilities and accomplishments. HELPING SET UP PAPER + CALLING BACK BINGOS STAYING AFTERWARD TO HELP CLEAN UP.

#1 FOR MANY YEARS MY HUSBAND AND I HAVE RESERVED SPACES IN THE 4TH OF JULY PARADE FOR THE PEOPLE AT FOOTHILL TERRACE TO RIDE IN USING THEIR GOLF CARTS  
7. ESSAY (Please use additional sheets of paper if necessary.)

1. What were the major reasons that caused you to move to La Verne? MY HUSBAND WORKED AT FOOTHILL TERRACE MHP AND WE DECIDED TO MOVE THERE. I LOVED COMING TO LA VERNE ON THURSDAY NIGHT TO PLAY BINGO AT OUR PARK. I LOVE THIS CITY - IT IS SUCH A NICE PLACE TO LIVE

2. If you could change anything in the City, what would it be?  
\_\_\_\_\_  
\_\_\_\_\_

3. What can you contribute to and why are you interested in serving on the Commission/Committee designated? I'M NOT SURE WHAT THE COMMITTEE IS RESPONSIBLE FOR BUT I AM A SENIOR AND I FEEL THAT I HAVE AN IDEA WHAT SENIOR LIKE, AND I SOMETIMES HAVE SOME GOOD IDEAS FOR ACTIVITIES. TWO PEOPLE THAT I KNOW ON THE COMMITTEE HAVE TOLD ME THAT I SHOULD APPLY FOR IT - A NICE MAN NAMED TERRY + A LADY NAMED BETTY

4. What is your availability to serve on a Committee? I AM AVAILABLE EVERY DAY - AM TILL NOON <sup>DONAVAN</sup> AFTERNOONS - DEPENDS ON WHATS NECESSARY

Applications can be submitted in the following ways:

In-person or through the mail

City Clerk's Office  
3660 "D" Street  
La Verne, CA 91750

Via Email

cityclerk@laverneca.gov



# COMMITTEE, COMMISSION, AND BOARD APPLICATION

Council Packet - April 6, 2026

Date: March 9, 2026

RECEIVED

MAR 09 2026

LA VERNE CITY HALL  
ADMINISTRATION

Please check the appropriate Board, Commission, or Committee:

- Active Transportation & Infrastructure
- Planning Commission
- Tri-City Mental Health Authority Governing Board Representative
- Finance Commission
- Public Finance Authority (EIFD)
- Parks & Recreation Commission
- Sr. Citizen Advisory Committee

### 1. PERSONAL DATA

Name (last, first, middle) Lesley, Bonnie Home Phone ( ) \_\_\_\_\_

Home Address (number & street) [REDACTED] Fruit St [REDACTED] Work Phone ( ) \_\_\_\_\_

Business Address (if applicable) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_

City, State, Zip Laverne CA 91750 Cell Phone ( ) [REDACTED]

Email address [REDACTED]

### 2. WORK EXPERIENCE (Retired)

Describe your duties: clerical - student store, media work  
worked in activities office, guidance off. Attendance & library for a  
total of 28yr at G.H.S (AUSD)

### 3. EDUCATION AND TRAINING

Please comment on education and training as it may relate to your application for community service: H.S. graduate, 1 year  
college (vocational) secretarial courses

### 4. ADDITIONAL INFORMATION

Use this space to provide additional information as required or to describe in greater detail any aspects of your experience or activities that are pertinent:

Covina Women Club Committee member/fundraising; reservations  
& hospitality coordinator, YWCA Meals/volunteer 2 times a week  
Christ First Church/outreach, visit homebound, feed homeless weekly, Sunday  
greeted

### 5. REFERENCES

1. Name Wendy Grijalva Phone number [REDACTED]  
Address [REDACTED]
2. Name Belinda Gurrrola (YWCA-S&W) Phone number [REDACTED]  
Address [REDACTED]
3. Name Dick Allen Phone number [REDACTED]  
Address [REDACTED]

6. COMMUNITY ACTIVITIES

Since moving to La Verne, please list current activities and work experience. Include all special projects and positions you held in organizations, for example, President, Secretary, Treasurer, etc.

1. Name or Organization \_\_\_\_\_ How long with this organization \_\_\_\_\_  
Offices Held \_\_\_\_\_  
Describe your responsibilities and accomplishments. \_\_\_\_\_

2. Name or Organization \_\_\_\_\_ How long with this organization \_\_\_\_\_  
Offices Held \_\_\_\_\_  
Describe your responsibilities and accomplishments. \_\_\_\_\_

3. Name or Organization \_\_\_\_\_ How long with this organization \_\_\_\_\_  
Offices Held \_\_\_\_\_  
Describe your responsibilities and accomplishments. \_\_\_\_\_

7. ESSAY (Please use additional sheets of paper if necessary.)

1. What were the major reasons that caused you to move to La Verne? Married and bought mobile home in a senior community

2. If you could change anything in the City, what would it be? I would focus on listening to residents and supporting programs that keep seniors active, connected and engaged.

3. What can you contribute to and why are you interested in serving on the Commission/Committee designated? I can contribute organization, reliability and strong commitment to community service. I enjoy staying involved and giving back to the community.

4. What is your availability to serve on a Committee? as needed

**Applications can be submitted in the following ways:**

**In-person or through the mail**

City Clerk's Office  
3660 "D" Street  
La Verne, CA 91750

**Via Email**

cityclerk@laverneca.gov

# City of La Verne, City Council Agenda Report



**DATE:** April 6, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** Fred St. Ange , Fire Marshal  
**SUBJECT:** **RESOLUTION ACCEPTING THE FIRE DEPARTMENT'S 2025 REPORT ON COMPLIANCE WITH STATE INSPECTION MANDATES.**

---

## **SUMMARY**

In accordance with Senate Bill 1205 (SB1205), all fire departments in California are required to inspect both public and private buildings used as schools, hotels, motels, lodging houses, apartment houses, and certain residential care facilities annually, and to report compliance to their administering authority.

## **RECOMMENDATION**

That the City Council adopt a Resolution titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE LA VERNE FIRE DEPARTMENT'S REQUIREMENT TO INSPECT CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE."

## **DISCUSSION**

In accordance with Senate Bill 1205 (SB1205), the California Health and Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018. The California Health and Safety Code Section 13146.2 and 13146.3 requires all fire departments in California, to annually inspect both public and private buildings that are utilized as a school, hotel, motel, lodging house, apartment house, and certain residential care facilities. California Health & Safety Code Section 13146.4 requires all fire departments to report annually to its administering authority its compliance with Section 13146.2 & 13146.3.

The La Verne Fire Department's (LVFD) Community Risk Reduction (CRR) Division is responsible for fire and life safety prevention and risk reducing programs throughout the City of La Verne. One of these programs is the California State Fire Marshal mandated annual inspection program. The City's Fire Marshal has historically been solely responsible for conducting the annual inspections. In doing so, correction notices are issued for violations as necessary. The amount of time and level of enforcement required for correcting violations depends upon the severity of the violation(s) identified. Violations that pose an immediate health and safety hazard require an expedient response and possibly even a complete cessation of operations by order of the Fire Marshal. Less dangerous or more complicated cases are given a defined time frame to become California Fire Code Compliant.

As the result of high fatality fire rates and increased potential for injury or death, the California State Fire Marshal, through the California Health & Safety Code and California Fire Code have

identified certain building occupational classifications which are required to be inspected by law. Those classifications are:

- Organized Camps
- Day Care Facilities
- Public and Private Schools
- Health Care Facilities
- Detention Facilities
- Multi-Family Housing
- Residential Care Facilities
- High Rise Buildings

It was also the intent of the legislature to provide mechanisms to ensure jurisdictions had the corresponding resources to complete the inspections. As such, SB 1205 requires the CCR, under the direction of the Fire Chief, to submit an annual report to the City Council indicating its compliance with the educational, multi-family, and residential care facility categories of the mandated annual inspection program. If the division is found to be deficient in completing its mandated inspections, local governing bodies are to be made aware of such with the purpose of providing the financial resources to hire personnel to complete the inspections.

The results of that compliance are below.

<b>Occupancy</b>	<b>Total 2025</b>	<b>Inspected 2025</b>
<b>E</b> (Educational) Public and Private Schools	14	14
<b>R-2</b> (Multi-Family) Apartmenta	133	133
<b>R-2.1</b> (Residential Care Facilities)	2	2
<b>B</b> (Health Care Facilities)	2	2
<b>TOTAL COMPLETED (Per Year)12/02/2025</b>	151	151

The Community Risk Reduction Division is excited to highlight key accomplishments over the past year. Despite challenges, our fully staffed CRR team has successfully met all 148 SB 1205 requirements for the third consecutive year. This achievement reinforces compliance with essential state fire regulations, enhancing safety for residents and businesses. These accomplishments are a testament to the dedication and hard work of the CRR team. By leveraging our full staffing, we’ve streamlined inspection processes, identified areas requiring additional attention, and exceeded expectations.

**FISCAL ANALYSIS**

The recommended action has no financial impact.

**ENVIRONMENTAL ANALYSIS**

Not applicale.

**LEGAL REVIEW**

This report was reviewed and approved by the City Attorney.

**ATTACHMENTS**

1. SB 1205 Reso 2026

Coordinated with:  
Brandon Coatney, Fire Chief

**RESOLUTION NO. 26-XX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE LA VERNE FIRE DEPARTMENT'S REQUIREMENT TO INSPECT CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE**

**WHEREAS**, the California Health and Safety Code requires fire departments within the state of California to annually inspect buildings, public or private, that are utilized as a school, hotel, motel, lodging house, apartment house, and certain residential care facilities.

**WHEREAS**, the Fire Marshal focuses on compliance with building standards and other regulations imposed by the State Fire Marshal, and on public safety and fire prevention; and

**WHEREAS**, section 13146.4 was added to the Health and Safety Code in 2018 to require local fire departments to perform annual inspections and pursuant to Senate Bill 1205, report compliance information annually to its administering authority; and

**WHEREAS**, in accordance with Senate Bill 1205, the Fire Department hereby submits this report on its compliance with the state inspection mandates to the City Council for review and approval; and

**WHEREAS**, the City Council of the City of La Verne intends this Resolution to fulfill the requirements of the Health and Safety Code regarding acknowledgment of the La Verne Fire Department's compliance with sections 13146.2 and 13146.3.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, HEREBY RESOLVES, DETERMINES, AND APPROVES AS FOLLOWS:**

**Section 1.**

A. The City Council acknowledges and accepts the Fire Department's submission of an annual report regarding the inspection of certain occupancies, including schools, multi-family housing and residential care facilities pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code.

B. The City Manager is authorized to execute all necessary documents associated with the compliance report.

C. This action is not a "Project" as defined by the California Environmental Quality Act (CEQA) because it involves organization or administrative activities of the government that will not result in direct or indirect physical changes in the environment, pursuant to CEQA Guidelines § 15378(a).

**Section 2.** The Mayor shall sign and the Assistant City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take be in force.

**PASSED, APPROVED AND ADOPTED this 6<sup>th</sup> of April, 2026.**

\_\_\_\_\_  
Tim Hepburn, Mayor

ATTEST:

\_\_\_\_\_  
Debra Fritz, Deputy City Clerk

I hereby certify that the foregoing **Resolution No. 26-XX** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the **6<sup>th</sup> day of April, 2026**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Debra Fritz, Deputy City Clerk

# City of La Verne, City Council Agenda Report



**DATE:** April 6, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** Sam Gonzalez, Police Chief  
**SUBJECT:** **POLICE SHOOTING RANGE USE AGREEMENT WITH CLAREMONT POLICE DEPARTMENT.**

---

## **SUMMARY**

The City Council is requested to authorize the City Manager to renew the Agreement for Use of the La Verne Police Department's Shooting Range between the City of Claremont and the City of La Verne. This agreement allows authorized Claremont Police Department personnel to utilize the La Verne Police Department's shooting range for training and qualification purposes.

## **RECOMMENDATION**

That the City Council authorize the City Manager to renew the Agreement for Use of the La Verne Police Department's Shooting Range with the Claremont Police Department.

## **DISCUSSION**

The City of Claremont Police Department does not maintain its own shooting range and relies on partnerships with neighboring agencies to meet training and qualification requirements. The Agreement with the City of La Verne provides access to a nearby, suitable range facility, ensuring that officers maintain the required firearms proficiency. The agreement outlines terms of use, including authorized personnel, supervision requirements, safety compliance, maintenance responsibilities, indemnification, and insurance provisions. The term of the agreement is two years, and it may be terminated by either party with 30 days' written notice. Continuing this agreement supports officer readiness and operational effectiveness while maintaining interagency collaboration.

## **FISCAL ANALYSIS**

There is no fiscal impact associated with this agreement. The City of Claremont provides its own supplies and materials and allows the City of La Verne to retain spent brass casings as compensation for range use.

## **ENVIRONMENTAL ANALYSIS**

The proposed action is not considered a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5), as it involves administrative activities that will not result in a direct or indirect physical change in the environment.

## **LEGAL REVIEW**

The City Attorney has reviewed and approved the agreement.

## **ATTACHMENTS**

1. Claremont - La Verne Range Agreement 2026

Report Prepared By:

Travis Tibbetts, Police Captain

## **AGREEMENT FOR USE OF LA VERNE POLICE SHOOTING RANGE**

THIS AGREEMENT FOR USE OF THE LA VERNE POLICE SHOOTING RANGE (“Agreement”) is entered into this \_\_ day of \_\_\_\_\_ 2026 (“Effective Date”), by and between the CITY OF LA VERNE, a municipal corporation (“LA VERNE”), and the CITY OF CLAREMONT, a municipal corporation (“CLAREMONT”).

WHEREAS, CLAREMONT desires to use the LA VERNE Police Department’s Shooting Range located at 2061 Third Street, La Verne, CA 91750 (“Range”), owned and operated by LA VERNE; and

WHEREAS, LA VERNE desires to allow the use of its Range by CLAREMONT on the terms and conditions agreed to herein.

NOW THEREFORE, and in consideration of the covenants, conditions, agreements, and stipulations expressed here, LA VERNE and CLAREMONT agree as follows:

1. LA VERNE agrees that certain individuals authorized by CLAREMONT as set forth herein shall have the use of the Range.
2. The use of the Range by CLAREMONT shall be limited to those sworn members of CLAREMONT’S Police Department and any former sworn members of the CLAREMONT Police Department who have signed a waiver under the institutional supervision of a NRA/ FBI / CA POST certified, qualified, competent range master acceptable to the LA VERNE Chief of Police or his designated representative.
3. The individuals authorized by the CLAREMONT Police Department to use the Range shall have their name(s), address(es) and telephone number(s) on file in the Office of the Chief of Police of LA VERNE (the “Qualified Persons”). CLAREMONT agrees to advise the Chief of Police of LA VERNE of any and all changes in such information within seven (7) days of such change.
4. LA VERNE and CLAREMONT agree the Range shall be open and usable by Qualified Persons, at such times as are mutually agreeable to both parties.
5. CLAREMONT agrees that, while exercising the privileges of this Agreement, it will be subject to all provisions of this Agreement and to the Range safety rules established by LA VERNE and/or its Chief of Police or designated representative.

6. CLAREMONT shall furnish all necessary cardboard, targets, associated target materials, ammunition, and use only brass encased ammunition used pursuant to this Agreement.
7. CLAREMONT shall be responsible for the general policing and clean-up of the Range, to the extent of CLAREMONT's use of the Range and associated facilities, subject to the terms of this Agreement.
8. No Qualified Persons, shall bring and/or consume alcoholic beverages on the Range, nor shall any such Qualified Person be on the Range while under the influence of alcoholic beverages.
9. CLAREMONT agrees to compensate LA VERNE for the use of the Range by supplying their own targets, cardboard, and cleaning supplies, and allowing LA VERNE to retain all spent brass casings used in the Range.
10. CLAREMONT agrees to repair damage to any and all property on the Range and its facilities resulting from the negligence of its Qualified Persons.
11. CLAREMONT agrees to indemnify, defend with attorneys and legal counsel acceptable to LA VERNE, hold, and save harmless LA VERNE, its officers, agents, and employees, from any and all claims, demands, suits, judgments, expenses, and costs of any and all kinds, in the event of injury to or death of persons or loss of or damage to property, and from penalties, obligations or liabilities that may be asserted or claimed by any person, firm, or corporation arising out of or related to the use of the Range by CLAREMONT, including its officers, agents, employees and/or any Qualified Person's negligent or willful acts, errors or omissions. CLAREMONT will share the cost to clean backstop when removing lead after CLAREMONT's use of the Range. Such costs shall be calculated by average use of CLAREMONT's Qualified Person's and their shots per year in comparison to all other parties' use of the Range. Such cleaning shall be completed every 2-3 years. LA VERNE will provide in writing, a notice of cleaning and invoice to CLAREMONT.
12. CLAREMONT shall furnish LA VERNE a Certificate of Insurance, insuring on an "occurrence" basis for public liability and property damage in the limits of no less than \$1,000,000 plus \$50,000 property damage endorsed to name the City of La Verne as an additional insured insofar as such liability or damage relates to use of the Range, and to insure each and every member of LA VERNE, its agents and

employees from liability for bodily injury and /or property damage to the La Verne Police Range and for any other LA VERNE property resulting from the use and operations of the insured CLAREMONT. The policy underlying the Certificate of Insurance, and all endorsements, shall conform to the above terms. The Certificate of Insurance shall contain the provision that the City Clerk of LA VERNE shall be notified of any cancellation, changes of limits, or changes of conditions affecting the policy of insurance.

13. If CLAREMONT is deemed to be self-insured, CLAREMONT is subject to sections 989 – 992 of the California Government Code. In the event CLAREMONT is self- insured, a letter from an authorized official stating compliance with the above terms and conditions of coverage shall be submitted for the Certificate of Insurance.
14. Any claim or cause of action arising out of CLAREMONT’S use of the Range may be brought under the provisions of California Government Code Section 810 et seq., the Government Tort Claims Act. All claims or causes of action for damages sustained to the Range and associated facilities or for personal injury to others caused as a direct result of the negligent use of the Range and associated facilities shall also be subject to the provisions of the Government Tort Claims Act.
15. In the event that any dispute should arise concerning the application or interpretation of the terms of this Agreement, the prevailing party in any such dispute shall be entitled to recover reasonable attorney fees and costs.
16. This Agreement shall become effective as of the Effective Date set forth above and shall remain in effect for a period of two years unless canceled or terminated by either party hereto. Use of the Range according to the terms of this Agreement will correspond to the term and duration of this Agreement.
17. This Agreement may be terminated either by mutual agreement of the parties or by written notice by either of the parties to the other party of an intention to terminate the Agreement. Any such written notice shall serve to automatically to terminate this Agreement as of the date that is thirty (30) days after the date such notice is sent to the other party via certified mail.

The parties addresses are:

La Verne Police Department  
Attention: Chief of Police  
2061 Third Street  
La Verne, CA 91750

Claremont Police Department  
Attention: Chief of Police  
570 W. Bonita Avenue  
Claremont, CA 91742

18. This Agreement embodies the entire Agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained in or attached to this Agreement. This Agreement shall supersede all previous communications, representations, or agreements, either verbal or written, between the parties. No alteration of or amendment to this Agreement shall be valid unless made in writing and signed by the parties to this Agreement.
  
19. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and all such counterparts shall constitute one and the same instrument. Delivery of a signed counterpart in electronic form (i.e., PDF) by email shall constitute good and sufficient delivery. The parties are aware that the other party will rely on the telecopied, .pdf or other electronically delivered signatures, and hereby wave any defenses to the enforcement of the terms of this Agreement based on the form of signature.

**[ SIGNATURES ON NEXT PAGE ]**

**AGREED TO BY:**

**CITY OF CLAREMONT**

\_\_\_\_\_  
Adam Pirrie  
City Manager

Dated: \_\_\_\_\_

**CITY OF LA VERNE**

\_\_\_\_\_  
Ken Domer  
City Manager

Dated: \_\_\_\_\_

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Alisha A. Patterson  
CLAREMONT City Attorney

Dated: \_\_\_\_\_

\_\_\_\_\_  
Kimberly Hall Barlow  
La Verne City Attorney

Dated: \_\_\_\_\_

# City of La Verne, City Council Agenda Report



**DATE:** April 6, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** Sam Gonzalez, Police Chief  
**SUBJECT:** **POLICE SHOOTING RANGE USE AGREEMENT WITH GLENDORA POLICE DEPARTMENT.**

---

## **SUMMARY**

The City Council is requested to authorize the City Manager to renew the Agreement for Use of the La Verne Police Department's Shooting Range between the City of Glendora and the City of La Verne. This agreement allows authorized Glendora Police Department personnel to utilize the La Verne Police Department's shooting range for training and qualification purposes.

## **RECOMMENDATION**

That the City Council authorize the City Manager to renew the Agreement for Use of the La Verne Police Department's shooting range with the Glendora Police Department.

## **DISCUSSION**

The City of Glendora Police Department does not maintain its own shooting range and relies on partnerships with neighboring agencies to meet training and qualification requirements. The Agreement with the City of La Verne provides access to a nearby, suitable range facility, ensuring that officers maintain the required firearms proficiency. The agreement outlines terms of use, including authorized personnel, supervision requirements, safety compliance, maintenance responsibilities, indemnification, and insurance provisions. The term of the agreement is two years, and it may be terminated by either party with 30 days' written notice. Continuing this agreement supports officer readiness and operational effectiveness while maintaining interagency collaboration.

## **FISCAL ANALYSIS**

There is no fiscal impact associated with this agreement. The City of Glendora provides its own supplies and materials and allows the City of La Verne to retain spent brass casings as compensation for range use.

## **ENVIRONMENTAL ANALYSIS**

The proposed action is not considered a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5), as it involves administrative activities that will not result in a direct or indirect physical change in the environment.

## **LEGAL REVIEW**

The City Attorney has reviewed and approved the agreement.

## **ATTACHMENTS**

1. Glendora - La Verne Range Agreement 2026

Report Prepared By:  
Travis Tibbetts, Police Captain

## **AGREEMENT FOR USE OF LA VERNE POLICE SHOOTING RANGE**

THIS AGREEMENT FOR USE OF THE LA VERNE POLICE SHOOTING RANGE (“Agreement”) is entered into this \_\_ day of \_\_\_\_\_ 2026 (“Effective Date”), by and between the CITY OF LA VERNE, a municipal corporation (“LA VERNE”), and the CITY OF GLENDORA, a municipal corporation (“GLENDORA”).

WHEREAS, GLENDORA desires to use the LA VERNE Police Department’s Shooting Range located at 2061 Third Street, La Verne, CA 91750 (“Range”), owned and operated by LA VERNE; and

WHEREAS, LA VERNE desires to allow the use of its Range by GLENDORA on the terms and conditions set agreed to herein

NOW THEREFORE, and in consideration of the covenants, conditions, agreements, and stipulations expressed here, LA VERNE and GLENDORA agree as follows:

1. LA VERNE agrees that certain individuals authorized by GLENDORA as set forth herein shall have the use of the Range.
2. The use of the Range by GLENDORA shall be limited to those sworn members of GLENDORA’S Police Department and any former sworn members of the GLENDORA Police Department who have signed a waiver under the institutional supervision of a NRA/ FBI / CA POST certified, qualified, competent range master acceptable to the LA VERNE Chief of Police or his designated representative.
3. The individuals authorized by the GLENDORA Police Department to use the Range shall have their name(s), address(es) and telephone number(s) on file in the Office of the Chief of Police of LA VERNE (the “Qualified Persons”). GLENDORA agrees to advise the Chief of Police of LA VERNE of any and all changes in such information within seven (7) days of such change.
4. LA VERNE and GLENDORA agree the Range shall be open and usable by Qualified Persons, at such times as are mutually agreeable to both parties.
5. GLENDORA agrees that, while exercising the privileges of this Agreement, it will be subject to all provisions of this Agreement and to the Range safety rules established by LA VERNE and/or its Chief of Police or designated representative.

6. GLENDORA shall furnish all necessary cardboard, targets, associated target materials, ammunition, and use only brass encased ammunition used pursuant to this Agreement.
7. GLENDORA shall be responsible for the general policing and clean-up of the Range, to the extent of GLENDORA's use of the Range and associated facilities, subject to the terms of this Agreement.
8. No Qualified Persons, shall bring and/or consume alcoholic beverages on the Range, nor shall any such Qualified Person be on the Range while under the influence of alcoholic beverages.
9. GLENDORA agrees to compensate LA VERNE for the use of the Range by supplying their own targets, cardboard, and cleaning supplies, and allowing LA VERNE to retain all spent brass casings used in the Range.
10. GLENDORA agrees to repair damage to any and all property on the Range and its facilities resulting from the negligence of its Qualified Persons.
11. GLENDORA agrees to indemnify, defend with attorneys and legal counsel acceptable to LA VERNE, hold, and save harmless LA VERNE, its officers, agents, and employees, from any and all claims, demands, suits, judgments, expenses, and costs of any and all kinds, in the event of injury to or death of persons or loss of or damage to property, and from penalties, obligations or liabilities that may be asserted or claimed by any person, firm, or corporation arising out of or related to the use of the Range by GLENDORA, including its officers, agents, employees and/or any Qualified Person's negligent or willful acts, errors or omissions. GLENDORA will share the cost to clean backstop when removing lead after GLENDORA's use of the Range. Such costs shall be calculated by average use of GLENDORA's Qualified Person's and their shots per year in comparison to all other parties' use of the Range. Such cleaning shall be completed every 2-3 years. LA VERNE will provide in writing, a notice of cleaning and invoice to GLENDORA.
12. GLENDORA shall furnish LA VERNE a Certificate of Insurance, insuring on an "occurrence" basis for public liability and property damage in the limits of no less than \$1,000,000 plus \$50,000 property damage endorsed to name the City of La Verne as an additional insured insofar as such liability or damage relates to use of the Range, and to insure each and every member of LA VERNE, its agents and

employees from liability for bodily injury and /or property damage to the La Verne Police Range and for any other LA VERNE property resulting from the use and operations of the insured GLENDORA. The policy underlying the Certificate of Insurance, and all endorsements, shall conform to the above terms. The Certificate of Insurance shall contain the provision that the City Clerk of LA VERNE shall be notified of any cancellation, changes of limits, or changes of conditions affecting the policy of insurance.

13. If GLENDORA is deemed to be self-insured, GLENDORA is subject to sections 989 – 992 of the California Government Code. In the event GLENDORA is self-insured, a letter from an authorized official stating compliance with the above terms and conditions of coverage shall be submitted for the Certificate of Insurance.
14. Any claim or cause of action arising out of GLENDORA’S use of the Range may be brought under the provisions of California Government Code Section 810 et seq., the Government Tort Claims Act. All claims or causes of action for damages sustained to the Range and associated facilities or for personal injury to others caused as a direct result of the negligent use of the Range and associated facilities shall also be subject to the provisions of the Government Tort Claims Act.
15. In the event that any dispute should arise concerning the application or interpretation of the terms of this Agreement, the prevailing party in any such dispute shall be entitled to recover reasonable attorney fees and costs.
16. This Agreement shall become effective as of the Effective Date set forth above and shall remain in effect for a period of two years unless canceled or terminated by either party hereto. Use of the Range according to the terms of this Agreement will correspond to the term and duration of this Agreement.
17. This Agreement may be terminated either by mutual agreement of the parties or by written notice by either of the parties to the other party of an intention to terminate the Agreement. Any such written notice shall serve to automatically to terminate this Agreement as of the date that is thirty (30) days after the date such notice is sent to the other party via certified mail.

The parties addresses are:

La Verne Police Department  
Attention: Chief of Police  
2061 Third Street  
La Verne, CA 91750

Glendora Police Department  
Attention: Chief of Police  
150 S. Glendora Avenue  
Glendora, CA 91741

18. This Agreement embodies the entire Agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained in or attached to this Agreement. This Agreement shall supersede all previous communications, representations, or agreements, either verbal or written, between the parties. No alteration of or amendment to this Agreement shall be valid unless made in writing and signed by the parties to this Agreement.
  
19. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and all such counterparts shall constitute one and the same instrument. Delivery of a signed counterpart in electronic form (i.e., PDF) by email shall constitute good and sufficient delivery. The parties are aware that the other party will rely on the telecopied, .pdf or other electronically delivered signatures, and hereby wave any defenses to the enforcement of the terms of this Agreement based on the form of signature.

**[ SIGNATURES ON NEXT PAGE ]**

**AGREED TO BY:**

**CITY OF GLENDORA**

\_\_\_\_\_  
Adam Raymond  
City Manager

Dated: \_\_\_\_\_

**CITY OF LA VERNE**

\_\_\_\_\_  
Ken Domer  
City Manager

Dated: \_\_\_\_\_

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Danny Aleshire  
Glendora City Attorney

Dated: \_\_\_\_\_

\_\_\_\_\_  
Kimberly Hall Barlow  
La Verne City Attorney

Dated: \_\_\_\_\_

# City of La Verne, City Council Agenda Report



**DATE:** April 6, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** JR Ranells, Assistant City Manager  
**SUBJECT:** **APPROVAL OF A SALARY RANGE FOR UTILITIES MANAGER.**

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## **SUMMARY**

With a recent vacancy in the City's Utilities Manager position, a compensation and job analysis has been completed. The review found that the existing job classification remains current and does not require updates; however, an adjustment to the salary range is recommended to better align with the market.

## **RECOMMENDATION**

That the City Council adopt the attached Resolution titled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING A SALARY RANGE FOR UTILITIES MANAGER."

## **DISCUSSION**

With the recent vacancy in the Utilities Manager position, Staff conducted a comprehensive review of both the job classification and the associated salary range. The classification was determined to be current and reflective of the duties and responsibilities of the position, so no changes to the class specification are recommended.

However, the compensation analysis indicated that the current salary range, which previously topped out at \$144,088, is below market when compared to similar positions in comparable agencies. The Utilities Manager role carries significant responsibilities, including oversight of the City's water system and requires significant state water certifications and licenses. Given the technical complexity and regulatory requirements of the position, it is essential to offer a competitive salary to attract highly qualified and competent candidates.

In addition, within the past few years, the City has recruited for this position and received a limited applicant pool, suggesting that the existing salary may have contributed to challenges in recruitment. The recommended salary adjustment is intended to address this market deficiency and strengthen the City's ability to recruit and retain a skilled Utilities Manager.

## **FISCAL ANALYSIS**

The adoption of a new salary range will have a minimal impact on the Fiscal Year 2025–2026 Budget, if any, due to the process to select a new candidate and the potential placement within the range due to qualifications. The previous top of the salary range for the Utilities Manager position was \$144,088. Depending on the salary step at which a selected candidate is appointed, the adjustment could result in a minimal impact on the approved budget. Negative impacts are not anticipated, as there are budgetary savings resulting from the vacancy. It

should be noted that the Utilities Manager position is funded through the City's enterprise funds and is not supported by the General Fund. Any future impacts will be addressed through the Fiscal Year 2026–2027 Budget process, as appropriate.

**ENVIRONMENTAL ANALYSIS**

Not applicable.

**LEGAL REVIEW**

This report was reviewed and approved by the City Attorney.

**ATTACHMENTS**

1. Resolution 26-XX Utilities Manager
2. Utilities Manager - Class Specification

**RESOLUTION NO. 26-XX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING A SALARY RANGE FOR UTILITIES MANAGER**

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of La Verne as follows:

**Section 1.** The City of La Verne Salary Schedule for Full-Time Employees adopted on January 11, 2026, by the La Verne City Council is hereby amended as follows effective April 6, 2026:

- Step 1 = \$127,067
- Step 2 = \$133,420
- Step 3 = \$140,091
- Step 4 = \$147,095
- Step 5 = \$154,450

**Section 2.** The Mayor shall sign and the Deputy City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

**PASSED, APPROVED AND ADOPTED this 6<sup>th</sup> of April, 2026.**

\_\_\_\_\_  
Mayor Tim Hepburn

ATTEST:

\_\_\_\_\_  
Debra Fritz, Deputy City Clerk

I hereby certify that the foregoing **Resolution No. 24-XX** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the **6<sup>th</sup> day of April, 2026**, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

\_\_\_\_\_  
Debra Fritz, Deputy City Clerk



**City of La Verne  
Utilities Manager**

<b>CLASS CODE</b>	168	<b>SALARY</b>	\$9,684.75 - \$11,771.83 Monthly \$116,217.00 - \$141,262.00 Annually
<b>REVISION DATE</b>	September 20, 2022		

**Class Concept**

Directs, manages, supervises and coordinates the activities and operations of the water and sewer utility divisions within the Public Works Department including the production, treatment, and distribution of water, meter reading, sewer system operations and maintenance, coordinates assigned activities with other divisions, departments and outside agencies; and provides highly responsible and complex administrative and technical support to the Director of Public Works.

Administrative direction is supported by the Director of Public Works. Responsibilities include direct and indirect supervision of water and sewer division personnel. This position may also assume the duties of the Director of Public Works during an absence of the Director.

**Examples of Duties**

Essential duties and responsibilities may include, but are not limited to, the following:

- Assume management responsibility for assigned services and activities of the water and sewer divisions including operation and maintenance of the water production and distribution systems, meter reading; ensure adequate water supply for the City.
- Manage and participate in the development and implementation of objectives, policies and priorities for assigned programs; recommend and administer policies and procedures.
- Monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; recommend, within departmental policy, appropriate service and staffing levels.
- Plan, direct, coordinate and review the work plan for operations and maintenance staff; assign work activities, projects and programs; review and evaluate work products, methods and procedures; meet with staff to identify and resolve problems.
- Oversee the daily operations of meter reading services.
- Review plans for development and capital improvement projects; evaluate the location of water tanks, fire hydrants and water meters.
- Attend preconstruction meetings to discuss technical issues and ensure city standards are enforced; coordinate with public works and associated inspectors to review construction projects daily.
- Develop bid specifications for projects and the purchase of equipment.
- Select, train, motivate and evaluate operations and maintenance personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures.

- Oversee and participate in the development and administration of the divisions' annual budgets; participate in the forecast of funds needed for staffing, equipment, materials and supplies; monitor and approve expenditures; implement adjustments.
- Develops and negotiates contracts and agreements with outside agencies relative to water and/or wastewater resources and compliance.
- Serve as the liaison for the water and sewer divisions with other divisions, departments and outside agencies; negotiate and resolve sensitive and controversial issues.
- Serve as staff on a variety of boards, commissions and committees; prepare and present staff reports and other necessary correspondence.
- Provide responsible staff assistance to the Director of Public Works.
- Conduct a variety of organizational studies, investigations and operational studies; recommend modifications to water and sewer division programs, policies and procedures as appropriate.
- Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of water distribution system operations; maintenance and development.
- Respond to and resolve difficult and sensitive citizen inquiries and complaints.
- Perform related duties as required.

### Typical Qualifications

#### Knowledge of:

- Principles of water and wastewater utility organization and management.
- Principles and practices of water and sewer system development, operation and maintenance and construction.
- Operation and maintenance methods/techniques as applied to municipal water supply and distribution and wastewater collections.
- Laboratory procedures used in conducting water quality tests.
- Principles and practices of program development and administration.
- Principles and practices of municipal budget preparation and administration.
- Principles of supervision, training and performance evaluation.
- Office procedures, methods, and equipment including computers and applicable software applications.
- Pertinent federal, state and local laws, codes and regulations.
- Methods and techniques of bid specification writing for projects and equipment.

#### Ability to:

- Oversee and participate in the management of a comprehensive water and sewer systems.
- Plan, organize and direct the work of water and sewer systems operations.
- Oversee, direct and coordinate the work of subordinate staff.
- Select, supervise, train and evaluate staff.
- Participate in the development and administration of divisions' objectives and procedures and develop related policies.
- Ensure adequate water supply for the City.
- Maintain complex infrastructure mapping systems.
- Prepare compliance reports for local, state and federal agencies.
- Develop bid specifications for projects and the purchase of equipment.
- Read and review engineering plans and specifications.
- Prepare and administer large program budgets.
- Prepare clear and concise administrative and financial reports.

- Analyze problems, identify alternative solutions, and project consequences of proposed actions and implement recommendations in support of goals.
- Research, analyze and evaluate new service delivery methods and techniques.
- Interpret and apply federal, state and local policies, laws and regulations.
- Operate office equipment including computers and supporting software applications.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

### **Experience and Education**

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

#### **Experience**

Five years of increasingly responsible water system operation, maintenance and development experience including two years of administrative and supervisory responsibility.

#### **Education**

Equivalent to a Bachelor's degree from an accredited college or university with major coursework in civil engineering, public administration or a related field.

#### **License or Certification**

Possession of, and ability to maintain, a valid California State Class C driver's license.

Possession of, and ability to maintain, certification as a California Department of Health Services Grade 4 Water Distribution Operator.

Possession of, and ability to maintain, certification as a California Department of Health Services Grade 3 Water Treatment Operator.

### **ESSENTIAL JOB FUNCTIONS**

- Ability to operate a computer, calculator, telephone, and portable radio.
- Ability to move from one point to another in the course of doing business.
- Ability to hear in the normal audio range with or without correction.
- Ability to see in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents.
- Ability to understand and verbally respond to public and staff requests for assistance, both on the telephone and in person.
- Ability to sit for up to two hours at a time.
- Ability to lift up to 50 pounds.
- Have the stamina to work in severe weather during regular work schedules and beyond in the event of emergencies.

### **Supplemental Information**

#### **THE CITY**

The City of La Verne strives to maintain a full range of efficient municipal services to preserve our hometown charm and quality of life while being responsive to the community's current and emerging needs. La Verne is a city of more than 30,000 residents and a well-balanced community with a good mix of residential, commercial, and industrial features. La Verne maintains a council-manager form of government. Residents in five districts

elect their district council member to represent them and oversee a total annual budget of over \$71 million. The five council members select a mayor amongst themselves. La Verne is a close-knit community that is home to many fine institutions and facilities which include the University of La Verne (founded in 1891), Brackett Field Airport, and public and private schools. As one of the more desirable communities in metropolitan Southern California, La Verne is a progressive city that has retained much of its small town charm. The City is interested in hiring an individual who exemplifies the values that make La Verne a safe, desirable, and engaged place to live.

## **SELECTION PROCESS**

The City reserves the right to select applicants for further consideration who demonstrate the best qualifications match for the position. Meeting the required minimum qualifications does not guarantee an applicant an invitation to the next step(s) in the selection process. Those candidates whose experience and training most closely match the City's needs may be invited to participate in the selection process, which may include a combination of written exercise, panel interview, or other testing deemed appropriate.

Prior to hire, successful candidates will also be required to undergo a medical examination (including drug screen), and credit and criminal reviews. Appointments are subject to a 12-month probationary period.

Primary communication regarding applicant status relative to this recruitment will be by e-mail; applicants are solely responsible for monitoring their e-mail communication messages and systems. Applicants are solely responsible for informing the City of changes in contact information, including but not limited to e-mail addresses, mailing addresses, post office boxes, and telephone numbers.

## **EQUAL OPPORTUNITY EMPLOYER**

As required by state law, the City provides consideration for veterans who served during military actions. Eligible veterans should notify Personnel in writing at the time of application.

Under Federal law, employees must contribute 1.45% of their gross monthly earnings for Medicare coverage. The City will match the employee's contribution.

In compliance with the Americans with Disabilities Act (ADA), if special assistance to participate in this recruitment is needed, contact the Personnel Office.

The City recruits and hires without regard to race, color, religion, physical ability or condition, sexual orientation, gender, age, or national origin, except in those specific instances whereby a bona fide occupational qualification demands otherwise.

The City of La Verne hires only United States citizens or lawfully authorized aliens.

The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without further notice.

# City of La Verne, City Council Agenda Report



**DATE:** April 6, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** Eric Scherer, Community Development Director  
**SUBJECT:** **SECOND READING AND ADOPTION OF "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING CASE NO. 114-25ZC, A REQUEST BY HILLCREST HOMES TO CHANGE THE ZONE DESIGNATION FROM "PR4.5D" TO "INSTITUTIONAL" FOR THE SITES LOCATED AT AIN: 8381-010-028, AIN: 8381-010-033, AIN: 8381-010-006, AND AIN: 8381-012-013."**

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## **SUMMARY**

City Council is asked to adopt an ordinance that changes the zone designation from "PR4.5D" to "INSTITUTIONAL" for the sites located within the Brethren Hillcrest Homes facility located at AIN: 8381-010-028, AIN: 8381-010-033, AIN: 8381-010-006, and AIN: 8381-012-013.

## **RECOMMENDATION**

That the City Council adopt an Ordinance, entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING CASE NO. 114-25ZC, A REQUEST BY HILLCREST HOMES TO CHANGE THE ZONE DESIGNATION FROM "PR4.5D" TO "INSTITUTIONAL" FOR THE SITES LOCATED AT AIN: 8381-010-028, AIN: 8381-010-033, AIN: 8381-010-006, AND AIN: 8381-012-013."

## **DISCUSSION**

As presented at the last meeting, the Brethren Hillcrest Gateway Project, is a proposed expansion and update to the Hillcrest continuing care retirement community located in southern La Verne. The project includes redevelopment of the North and South Gateway sites through the demolition of four existing residential units, construction of seven new single-family homes, and renovation of three existing homes. The overall project includes two additional sites, a Zone Change site and a Master Plan Change site, which will formally integrate these properties into Neighborhood 5 of the Hillcrest Master Plan. The proposed Gateway Project will be consistent with the objectives of the Hillcrest Master Plan, enhance connectivity between the East and West campuses, and provide modern, marketable homes for older adult residents. This ordinance will adopt the rezoning of the North (2730 and 2712 Park Avenue) and South Gateway (2681 A Street) sites and the Zone Change Site (2715, 2717, and 2719 Park Avenue), from PR4.5D to Institutional. This zoning is consistent with the Community Facility land use designation and the intended use as part of the Hillcrest Master Plan community.

This item was introduced for first reading at the March 16, 2026, meeting and approved by a vote of 5-0.

## **FISCAL ANALYSIS**

Second reading and adoption of "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING CASE NO. 114-25ZC, A REQUEST BY HILLCREST HOMES TO CHANGE THE ZONE DESIGNATION FROM "PR4.5D" TO "INSTITUTIONAL" FOR THE SITES LOCATED AT AIN: 8381-010-028, AIN: 8381-010-033, AIN: 8381-010-006, AND AIN: 8381-012-013.", Page 2

Approval of this item will have no direct financial impact.

### **ENVIRONMENTAL ANALYSIS**

A Mitigated Negative Declaration was prepared in accordance with the California Environmental Quality Act (CEQA), finding no significant environmental impacts resulting from the project proposal with the proposed mitigation measures, and unanimously approved by Resolution on March 16, 2026.

### **LEGAL REVIEW**

The City Attorney has reviewed and approved this report.

### **ATTACHMENTS**

1. City Council Ordinance Zone Change (1)
2. Ordinance Zone Change - Exhibit A (1)

Report Prepared By:  
Candice Bowcock, Principal Planner

## ORDINANCE XXX

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, APPROVING CASE NO. 114-25ZC, A REQUEST BY HILLCREST HOMES TO CHANGE THE ZONE DESIGNATION FROM “PR4.5D” TO “INSTITUTIONAL” FOR THE SITES LOCATED AT AIN: 8381-010-028, AIN: 8381-010-033, AIN: 8381-010-006, AND AIN: 8381-012-013**

**WHEREAS**, Brethen Hillcrest Homes has submitted an application to make changes to the Brethren Hillcrest community by incorporating new properties into the Master Plan community, merging parcels, and also demolishing and rebuilding residential units (the “Brethren Hillcrest Gateway Project” or “Project”); and

**WHEREAS**, the overall Project involves four separate sites which need different approvals; and

**WHEREAS**, these sites are referred to as the North Gateway Site, the South Gateway Site, the Zone Change Site, and the Master Plan Site; and

**WHEREAS**, the North and South Gateway Sites which has seven residential units on site will be incorporated into the Master Plan, four of these units will be demolished and seven new units will be constructed;

**WHEREAS**, the approvals required for the North and South Gateway Sites are: a General Plan Amendment from Low Density Residential to Community Facility; a zone change from Planned Residential to Institutional; a conditional use permit for the Master Plan Amendment to incorporate this into Neighborhood 5 of the Master Plan; a parcel merger for two parcels on the North Gateway Site into one parcel; and a precise plan review to facilitate the proposed development on the North and South Gateway Sites; and

**WHEREAS**, the Zone Change Site involves three existing dwelling units which will be added to Neighborhood 5 of the Hillcrest Master Plan; and

**WHEREAS**, the approvals required for the Zone Change Site are: a zone change from Planned Residential to Institutional; a conditional use permit for the Master Plan Amendment to incorporate this into Neighborhood 5 of the Master Plan; a parcel merger for two parcels into one parcel; and

**WHEREAS**, the Master Plan Change Site will redesignate approximately 0.95 acres of Neighborhood 10 of the Master Plan to Neighborhood 5; and

**WHEREAS**, on December 9, 2025, the Development Review Committee held a noticed, public hearing after which it approved the precise plan of design for the seven

new homes and the parcels mergers subject to all of the other approvals becoming effective and recommended that the additional required entitlements be approved; and

**WHEREAS**, Sections 2.48.020 through 2.48.165 of the La Verne Municipal Code empower the Planning Commission to recommend appropriate legislation to the City Council regarding the orderly growth, development, and environmental character of the community; and

**WHEREAS**, Sections 65453 et seq. of the California Government Code authorize the Planning Commission to consider and recommend action to the City Council concerning general plan changes; and

**WHEREAS**, a notice of a public hearing was published for the Planning Commission meeting of February 11, 2026, on the General Plan Amendment; Zone Change, Conditional Use Permit for the Master Plan Amendment as well as the Mitigated Negative Declaration for the Project and Mitigation Monitoring and Reporting Program; and

**WHEREAS**, due to a lack of quorum, the Planning Commission meeting and the public hearing scheduled for February 11, 2026 were continued to an adjourned regular meeting on February 24, 2026;

**WHEREAS**, on February 24, 2026, the Planning Commission held the public hearing at which time it took into account all evidence presented, both written and oral;

**WHEREAS**, after considering all evidence presented, both oral and written, the Planning Commission adopted the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Master Plan Amendment and recommended that the City Council do the same for the General Plan Amendment and Zone Change; and

**WHEREAS**, after considering all evidence presented, both oral and written, the Planning Commission also approved the Master Plan Amendment subject to City Council approval of the General Plan Amendment and Zone Change which the Planning Commission also recommended be adopted; and

**WHEREAS**, a notice of public hearing for the City Council meeting was published in the Inland Valley Daily Bulletin and mailed to all owners of properties within 300 feet of the property; and

**WHEREAS**, on March 16, 2026, the City Council held a public hearing on the Zone Change and General Plan Amendment as well as the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program, at which time it considered all evidence presented, both written and oral; and

**WHEREAS**, prior to adopting this Ordinance the City Council adopted Resolution No. 26-12 adopting a Mitigated Negative Declaration and a Mitigation Monitoring and Reporting Program and also adopted Resolution No. 26-13 amending the General Plan land use designation for the North and South Gateway Sites;

NOW, THEREFORE, the City Council of the City of the City of La Verne does hereby ordain as follows:

**Section 1. WHEREAS clauses.** The City Council hereby finds each of the WHEREAS clauses stated above to be true and correct and incorporates them as findings of fact.

**Section 2. Approval.** The City Council hereby approves the Zoning Change from Planned Residential to Institutional for the following three sites as shown on Exhibit A, attached hereto and incorporated herein by reference:

- A. North Gateway Site – AINs 8381-010-028, and 8381-010-033.
- B. South Gateway Site – AIN 8381-010-006.
- C. Zone Change Site – AIN 8381-012-013

**Section 3. Findings.** In approving these changes to Institutional the City Council HEREBY FINDS AND DETERMINES that Case No. 114-25ZC satisfies California Government Code Sec. 65358 and the findings of Sections 18.112.060 and 18.112.070 of the La Verne Municipal Code in that:

1. The proposed Zone Change is consistent with the land use designation of the General Plan and implements the policies of the City’s Housing Element.
2. The Zone Change serve the public necessity, convenience, and general welfare in that it provides a foundation for allowing the development of additional senior housing units in the Hillcrest community, thereby allowing the development of seven new, low-impact senior residential units that will bring high quality housing to the La Verne community.
3. The Zone Change is consistent with good city planning practices in that it designate Hillcrest Homes property as Institutional, to be consistent with the rest of the facility.

**Section 4. Effective Date.** This ordinance shall become effective on the 31<sup>st</sup> day after passage.

**Section 5. Attestation.** The Mayor shall sign and the City Clerk shall attest to the passage of this ordinance.

PASSED, APPROVED AND ADOPTED this\_\_ day of \_\_\_\_\_ 2026, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Mayor, City of La Verne

ATTEST:

---

Debra Fritz, Deputy City Clerk

Attachment:




Exhibit A – Map showing Zoning changes

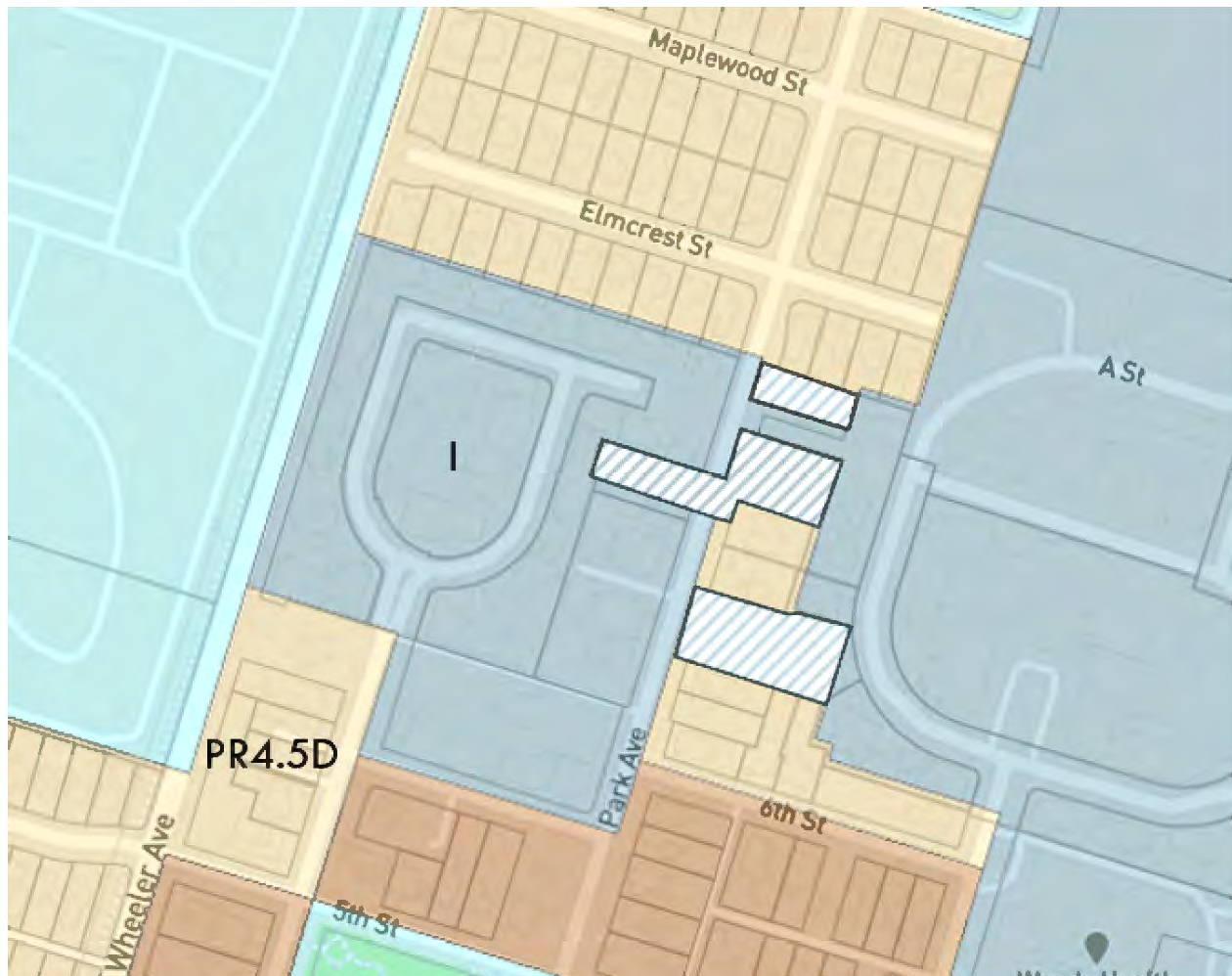
DRAFT

# Exhibit A

## ORDINANCE XXX

CASE NO. 114-25ZC, A REQUEST BY HILLCREST HOMES TO CHANGE THE ZONE DESIGNATION FROM "PR4.5D" TO "INSTITUTIONAL" FOR THE SITES LOCATED AT AIN: 8381-010-028, AIN: 8381-010-033, AIN: 8381-010-006, AND AIN: 8381-012-013

-  ZC
-  PR4.5D
-  Institutional



# City of La Verne, City Council Agenda Report



**DATE:** April 6, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** Eric Scherer, Community Development Director  
**SUBJECT:** **FIRST READING OF ORDINANCE UPDATES TO THE LA VERNE MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS, SENATE BILL 9 TWO-UNIT DEVELOPMENTS, URBAN LOT SPLITS, AND THE DEFINITION OF EMERGENCY SHELTER (CASE NUMBERS 13-26ZA & 14-26ZA) AND MAKING CALIFORNIA ENVIRONMENTAL QUALITY ACT DETERMINATIONS.**

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## **SUMMARY**

The proposed ordinances are presented to the City Council to update the La Verne Municipal Code (LVMC) to ensure compliance with current State law. The updates address requirements related to accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs), as well as Senate Bill 9 (SB9) provisions governing two-unit developments, urban lot splits, and related definitions.

## **RECOMMENDATION**

That the City Council should conduct a Public Hearing, introducing by title only and waiving further reading of the following Ordinances:

1. "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA AMENDING THE DEFINITION OF "EMERGENCY SHELTER" TO IMPLEMENT STATE LAW AND AMENDING CHAPTER 18.22 AND SECTION 16.12.060 OF THE LA VERNE MUNICIPAL CODE TO IMPLEMENT STATE LAWS CHANGES RELATING TO TWO-UNIT HOUSING DEVELOPMENTS AND URBAN LOT SPLITS AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO GOVERNMENT CODE SECTIONS 65852.21 AND 66411.7 AND CEQA GUIDELINES SECTION 15061(b)(3)," and
2. "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA AMENDING THE ZONING PROVISIONS OF THE LA VERNE MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS IN ACCORDANCE WITH STATE LAW AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO PUBLIC RESOURCES CODE SECTION 21080.17."

## **DISCUSSION**

First Reading of Ordinance Updates to the La Verne Municipal Code Relating to Accessory Dwelling Units and Junior Accessory Dwelling Units, Senate Bill 9 Two-Unit Developments, Urban Lot Splits, and the Definition of Emergency Shelter (Case Numbers 13-26ZA & 14-26ZA) and making California Environmental Quality Act Determinations., Page 2

These ordinances introduce minor but important updates to the La Verne Municipal Code to ensure compliance with State mandates. The changes are outlined in the attached ordinances (attachments 1 and 2).

### **SB9 Updates**

- “Emergency shelter” definition revised (removed “minimal” services)
- Two-unit projects & lot splits not allowed on historic/landmark properties
- Removed prior demolition/alteration language, clarified limits in historic districts

### **ADU/JADU Updates**

- Applications: 15-day completeness review; auto-complete if no response; appeals go to Council (60 days)
- Standards: Square footage applies only to interior livable space
- Approvals: No combining ADUs/JADUs with other unit allowances; updated/cleaned language
- JADUs: Owner-occupancy required if sharing facilities; no new sprinkler requirements
- Regulations: Can be rented independently (min. 31 days)

The draft ordinances were presented to the Planning Commission during a public hearing on March 11, 2026, with the Planning Commission voting 4-0 (Commissioner Ramos was absent) to recommend that the City Council adopt the ordinances.

### **FISCAL ANALYSIS**

The fees for processing development applications for proposed ADU and SB9 projects will be the same as currently required for similar residential or land division projects as indicated by the 2025-26 Comprehensive Fee Schedule. The recommended action has no financial impact.

### **ENVIRONMENTAL ANALYSIS**

The ADU Ordinance is exempt from CEQA pursuant to Public Resources Code section 21080.17 which provides CEQA does not apply to the adoption of an ordinance to implement ADU law.

The SB9 Ordinance is exempt from CEQA pursuant to the provisions of the authorizing statute, SB9, as set forth in Government Code sections 65852.21 and 66411.7 relating to two-unit developments and the entire Ordinance is exempt pursuant to the common sense exemption of CEQA Guidelines section 15061(b)(3) as it can be seen with certainty that these changes will have no environmental impacts as they merely incorporate what is required by state law.

No further environmental review is required at this time.

### **LEGAL REVIEW**

First Reading of Ordinance Updates to the La Verne Municipal Code Relating to Accessory Dwelling Units and Junior Accessory Dwelling Units, Senate Bill 9 Two-Unit Developments, Urban Lot Splits, and the Definition of Emergency Shelter (Case Numbers 13-26ZA & 14-26ZA) and making California Environmental Quality Act Determinations., Page 3

The attached draft ordinances were prepared under the supervision of and reviewed by City legal counsel for compliance with state law.

**ATTACHMENTS**

1. DRAFT City Council Ordinance No. XXXX - SB9
2. DRAFT City Council Ordinance No. XXXX - ADU

Report Prepared By:  
Valerie Chin, Assistant Planner

**ORDINANCE NO. 26-XXX**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA AMENDING THE DEFINITION OF “EMERGENCY SHELTER” TO IMPLEMENT STATE LAW AND AMENDING CHAPTER 18.22 AND SECTION 16.12.060 OF THE LA VERNE MUNICIPAL CODE TO IMPLEMENT STATE LAWS CHANGES RELATING TO TWO-UNIT HOUSING DEVELOPMENTS AND URBAN LOT SPLITS AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO GOVERNMENT CODE SECTIONS 65852.21 AND 66411.7 AND CEQA GUIDELINES SECTION 15061(b)(3)**

**WHEREAS**, State law continues to be amended relating to housing within California, including special types of housing; and

**WHEREAS**, the City of La Verne wishes to amend the provisions of its Municipal Code to be compliant with State law including AB 1061 which amended the provisions of law relating to two-unit housing developments and urban lot splits and SB 340 which amended the definition of an “emergency shelter”; and

**WHEREAS**, on March 11, 2026, the Planning Commission held a duly noticed public hearing at which time it considered all evidence presented, both written and oral; and

**WHEREAS**, at the close of the public hearing the Planning Commission adopted a resolution recommending that the City Council adopt this Ordinance; and

**WHEREAS**, on April 6, 2026, the City Council held a duly noticed public hearing at which time it considered all evidence presented, both written and oral; and

**WHEREAS**, amending the La Verne Municipal Code is in the public necessity, convenience, general welfare and required by good zoning practices as it keeps the La Verne Municipal Code consistent with the requirements of state law;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** Findings. The above recitals are true and correct and are incorporated as substantive findings of the City Council.

**SECTION 2.** The definition of “emergency shelter” set forth in Section 18.08.015 of the La Verne Municipal Code is hereby amended to read as follows:

“**Emergency shelter**” means housing with ~~minimal~~ supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay (per Health and Safety Code Section 50801).

**SECTION 3.** Chapter 18.122 is hereby amended to read as follows:

### **Chapter 18.122 TWO-UNIT HOUSING DEVELOPMENT**

#### **§ 18.122.010. Definitions.**

For purposes of this chapter, the following definitions shall apply:

"Housing development" means no more than two primary residential units within a single-family zone that meets the requirements of this chapter. The two units may consist of two new units or one new unit and one existing unit.

"Primary unit" shall mean a residential unit that is not otherwise classified as an accessory dwelling unit or a junior accessory dwelling unit in accordance with Chapter 17.33.

"Unit" means any dwelling unit, including, but not limited to, a primary dwelling unit or any unit created pursuant to this chapter, as well as an accessory dwelling unit or a junior accessory dwelling unit, which is allowed as provided for in Chapter 18.120 of this code.

"Urban lot split" has the same meaning as set forth in Section 16.12.060.

#### **§ 18.122.015. Time for action on application.**

- A. The city shall approve or deny an application for a housing development within sixty days from the date of receipts of a complete application. Failure to approve or deny within this time period shall mean the application is deemed approved.
- B. If the city denies the application, it shall, within the sixty-day period, return in writing a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied by the applicant.

#### **§ 18.122.020. Approval requirements.**

The city shall ministerially approve a housing development containing no more than two primary units if it meets the following requirements and those of section 18.122.030:

- A. The parcel or development is not located in any of the following areas and does not fall within any of the following categories:

- 1. As to historical properties:

- a. -The development is not located in a contributing structure within a

historic district ~~\_or property~~ included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or ~~within a site that is designated or listed as a city landmark or~~ historic property or district pursuant to a city ordinance; or

a.b. A parcel individually listed as a historical resource included in the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a property individually designated or listed as a city landmark under a city ordinance.

2. A hazardous waste site that is listed pursuant to Government Code Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Health and Safety Code Section 25356, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses.
3. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law and by the city's building department.
4. A special flood hazard area subject to inundation by the one percent annual chance flood (one-hundred-year flood) as determined by the Federal Emergency Management Agency (FEMA) in any official maps published by FEMA. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site. A development may be located on a site described in this subsection if either of the following are met:
  - a. The site has been subject to a letter of map revision prepared by FEMA and issued to the city; or
  - b. The site meets FEMA requirements necessary to meet minimum floodplain management criteria of the National Flood Insurance Program pursuant to Part 59 (commencing with Section 59.1) and Part 60 (commencing with Section 60.1) of Subchapter B of Chapter 1 of Title 44 of the Code of Federal Regulations.
5. A regulatory floodway as determined by FEMA in any of its official maps, published by FEMA unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not

deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site.

6. Lands identified for conservation in an adopted natural community conservation plan pursuant to the Natural Community Conservation Planning Act (Chapter 10 (commencing with Section 2800) of Division 3 of the Fish and Game Code), habitat conservation plan pursuant to the federal Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.), or other adopted natural resource protection plan.
  7. Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the Federal Endangered Species Act of 1973 (16 U.S.C. Section 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).
  8. Lands under conservation easement.
- B. The proposed housing development would not require demolition or alteration of any of the following types of housing:
1. Housing that is subject to a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income;
  2. Housing on a parcel or parcels on which an owner of residential real property exercised rights under Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within fifteen years before the date of the application; or
  3. Housing that has been occupied by a tenant in the last three years.
- ~~Unless demolition or alteration is prohibited pursuant to subsection B above, a housing unit may be demolished.~~
- C. If a lot has not been divided as an urban lot split pursuant to section 16.12.060, two additional units consisting of an accessory dwelling unit and junior accessory dwelling unit may be permitted for a total of four units.

### **§ 18.122.030. Standards and requirements.**

- A. The following objective standards for residential development currently applicable in La Verne will be prioritized in ascending order (with subsection (A)(7), regarding front yard setback, being of the highest priority, and subsection (A)(1), regarding frontage, being the lowest priority) if, and only if those standards preclude two eight-hundred-square-foot residential units from existing/being constructed as a part of an SB 9 project:

1. Minimum ten-foot lot frontage to street or alleyway for urban lot splits.
  2. Residential driveway standards as set forth in Section 18.76.060.
  3. Minimum ten-foot building separation.
  4. Outdoor Living. For SB 9 units in single-family zones, there must be outdoor living spaces that meet the following requirements:
    - a. Each unit shall have a separate useable outdoor living area of four hundred square feet, with fifteen feet minimum in any direction.
    - b. Outdoor living areas and the immediate surroundings shall be landscaped.
    - c. Outdoor living areas do not include parking areas, driveways, or front and rear yard setback areas.
  5. Maximum lot coverage allowed by the underlying zone.
  6. Maximum building height allowed by the underlying zone.
  7. Front yard setback required by the underlying zone.
- B. Notwithstanding any other provisions of the municipal code to the contrary, the following requirements shall apply in addition to all other objective standards applicable to the underlying zone:
1. Setbacks.
    - a. No setback shall be required for an existing structure, or a structure constructed in the same location and within the same dimensions as an existing structure.
    - b. Except for those circumstances described in subsection (B)(1)(a) above, the setback for side and rear lot lines shall be four feet.
    - c. The front setback shall be that required by the underlying zone, provided the setback does not preclude two eight-hundred-square-foot residential units from existing on each lot.
    - d. For landlocked parcels, side yard setbacks shall apply to all property lines.
  2. The applicant shall provide easements for the provision of public services and facilities as required.
  3. One parking space per unit shall be required on the lot unless the parcel is located within one-half mile walking distance of either a high-quality transit corridor as defined by Public Resources Code Section 21155(b) or a major transit stop as defined in Public Resources Code Section 21064.3. The parking space need not be covered, but tandem parking between units shall not be allowed.
    - a. If a parking space is not required, then the owner shall be required to

disclose that fact in any sales or rental agreement.

**§ 18.122.040. Limitations on city actions.**

- A. The City may impose objective zoning, subdivision, and design review standards that do not conflict with this chapter. However, no objective standard shall be imposed that would have the effect of physically precluding the construction of two units on a lot or that would result in a unit size of less than eight hundred square feet.
- B. The city shall not deny an application solely because it proposes adjacent or connected structures provided that all building code safety standards are met, and they are sufficient to allow a separate conveyance.

**§ 18.122.050. Affidavit—Form—Contents.**

An applicant for a second house on a lot shall be required to sign an affidavit in a form approved by the city attorney to be recorded against the property stating the following:

- A. That the uses shall be limited to residential uses.
- B. That the rental of any unit created pursuant to this chapter shall be for a minimum of thirty- one days.
- C. That the maximum number of primary units, as defined in Section 18.122.010, to be allowed on the parcels is two and the maximum number of units is four.

**§ 18.122.060. Denial grounds.**

The city may deny the housing development on any grounds in addition to that set forth in Section 18.122.020(A)(6) above, if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in Government Code Section 65589.5(d)(2), upon the public health and safety for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

**SECTION 4.** Section 16.12.060 of the La Verne Municipal Code is hereby amended to read as follows:

**§ 16.12.060. Parcel maps for urban lot splits.**

- A. Definitions. For purposes of this section, the following definitions shall apply:
  - "Urban lot split" means a lot split of a single-family residential lot into two parcels that meet the requirements of this section.
  - "Unit" for purposes of this section means any dwelling unit, including, but not limited to, a unit created pursuant to Chapter 18.122, an accessory dwelling unit or a junior accessory dwelling unit.

B. Time for action on application.

1. The city shall approve or deny an application for a lot split within sixty days from the date of receipt of a complete application. Failure to approve or deny within this time period shall mean that the application is deemed approved.
2. If the city denies the application, it shall, within the sixty-day time period, return in writing a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied by the applicant.

C. The city shall ministerially approve a parcel map for a lot split that meets the following requirements:

1. The parcel is located within a single-family residential zone.
2. The parcel map divides an existing parcel to create no more than two new parcels of approximately equal lot area, provided that one parcel shall not be smaller than forty percent of the lot area of the original parcel.
3. Both newly created parcels are no smaller than one thousand two hundred square feet.
4. The parcel is not located in any of the following areas and does not fall within any of the following categories:
  - a. A historical landmark ~~-district or~~ property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city landmark ~~or historic property or district~~ pursuant to a city ordinance.
  - b. A hazardous waste site that is listed pursuant to Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Health and Safety Code Section 25356, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses.
  - c. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law and by the city's building department.
  - d. A special flood hazard area subject to inundation by the one percent annual chance flood (one-hundred-year flood) as determined by the Federal Emergency Management Agency (FEMA) in any official maps published by FEMA. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this

paragraph and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site. A development may be located on a site described in this paragraph if either of the following are met:

- i. The site has been subject to a letter of map revision prepared by FEMA and issued to the city; or
  - ii. The site meets FEMA requirements necessary to meet minimum floodplain management criteria of the National Flood Insurance Program pursuant to Part 59 (commencing with Section 59.1) and Part 60 (commencing with Section 60.1) of Subchapter B of Chapter 1 of Title 44 of the Code of Federal Regulations.
- e. A regulatory floodway as determined by FEMA in any of its official maps, published by FEMA unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this paragraph and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site.
  - f. Lands identified for conservation in an adopted natural community conservation plan pursuant to the Natural Community Conservation Planning Act (Chapter 10 (commencing with Section 2800) of Division 3 of the Fish and Game Code), habitat conservation plan pursuant to the federal Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.), or other adopted natural resource protection plan.
  - g. Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the Federal Endangered Species Act of 1973 (16 U.S.C. Section 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).
  - h. Lands under a conservation easement.
5. The proposed lot split would not require demolition or alteration of any of the following types of housing:
    - a. Housing that is subject to a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income;

b. Housing on a parcel or parcels on which an owner of residential real property exercised rights under Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within fifteen years before the date of the application; ~~or~~

c. Housing that has been occupied by a tenant in the last three years;

d. A contributing structure located within either a historic district that is included on the California Register of Historical Resources or within a historic district listed or designated pursuant to a city ordinance; or

e.e. An existing exterior structural wall of a structure located within either a historic district that is included on the California Register of Historical Resources or within a historic district listed or designated pursuant to a city ordinance.

6. The lot split does not result in more than two units on a parcel.

D. Standards and Requirements. Notwithstanding any other provisions of this municipal code to the contrary, the following requirements shall apply:

1. The lot split conforms to all applicable objective requirements of the Subdivision Map Act, Title 16 (Subdivisions) and Title 18 (Zoning) of the municipal code, except as the same are modified by this section.

2. No setback shall be required for an existing structure, or a structure constructed in the same location and to the same dimensions as an existing structure.

3. Except for circumstances described in subsection (C)(2) above, the setback for side and rear lot lines shall be four feet.

4. The applicant shall provide easements for the provision of public services and facilities as required.

5. Landlocked parcels created by an urban lot split shall have a frontage to the public right-of-way that is no less than ten feet in width resulting in the creation of a flag lot, provided that requiring the frontage does not preclude two eight-hundred-square-foot residential units from existing on each lot. Where a flag lot is not possible, an access easement over the other parcel on the same map shall be required. The easement shall be not less than ten feet in width and must connect to the same curb cut and apron as the other parcel on the same map.

6. Residential units developed on a lot created pursuant to this section shall be subject to the provisions of Chapter 18.122.

7. The split of the lot will not result in less than one parking space per unit.

a. This does not apply in either of the following instances:

i. The parcel is located within one-half mile walking distance of either

a high- quality transit corridor as defined in Public Resources Code Section 21155 or a major transit stop as defined in Public Resources Code Section 21064.3; or

ii. There is a car share vehicle located within one block of the parcel.

b. If a parking space is not required, then the owner shall be required to disclose that fact in any sales or rental agreement.

E. The city shall not require or deny an application based on any of the following:

1. The city shall not require dedications of rights-of-way or the construction of offsite improvements for the parcels being created as a condition of issuing a parcel map.

2. The city shall not impose any subdivision standards that would have the effect of physically precluding the construction of two units on either of the resulting parcels or that would result in a unit size of less than eight hundred square feet.

3. The city shall not require the correction of nonconforming zoning conditions as a condition for the lot split.

4. The city shall not deny an application solely because it proposes adjacent or connected structures provided that all building code safety standards are met, and they are sufficient to allow a separate conveyance.

F. An applicant for an urban lot split shall be required to sign an affidavit in a form approved by the city attorney to be recorded against the property stating the following:

1. That applicant intends to occupy one of the housing units as their principal residence for a minimum of three years from the date of approval. This requirement does not apply when the applicant is a "community land trust" or a "qualified nonprofit corporation" as the same are defined in the Revenue and Taxation Code.

2. That the uses shall be limited to residential uses.

3. That any rental of any unit created by the lot split shall be for a minimum of thirty-one days.

4. That the maximum number of units to be allowed on each parcel is two, including units otherwise allowed pursuant to density bonus provisions, accessory dwelling units, junior accessory dwelling units, or units allowed pursuant to Chapter 18.122.

G. The city may deny the lot split if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in Government Code Section 65589.5(d)(2), upon the public health and safety for

which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

H. This section shall not apply to:

1. Any parcel which has been established pursuant to a lot split in accordance with this section; or
2. Any parcel where the owner of the parcel being subdivided or any person acting in concert with the owner has previously subdivided an adjacent parcel in accordance with this section. For purposes of this section, "acting in concert" shall include, but not be limited to, where the owner of a property proposed for an urban lot split is the same, related to, or connected by partnership to the owner, buyer or seller (if transferred within the previous three years) of an adjacent lot.

**SECTION 5. CEQA.** This Ordinance is exempt from CEQA pursuant to the provisions of the authorizing statute, SB 9, as set forth in Government Code sections 65852.21 and 66411.7 relating to two-unit developments and the entire Ordinance is exempt pursuant to the common sense exemption of CEQA Guidelines section 15061(b)(3) as it can be seen with certainty that these changes will have no environmental impacts as they merely incorporate what is required by state law.

**SECTION 6. Severability.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional.

**SECTION 7. Effective Date.** This Ordinance shall take effect on the 31st day after adoption.

**SECTION 8. Certification.** The Deputy City Clerk shall certify the passage of this ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a publication of general circulation.

**PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.**

\_\_\_\_\_

Mayor Tim Hepburn

---

Debra Fritz, CMC Deputy City Clerk

**CERTIFICATION**

I hereby certify that the foregoing **Ordinance 26-XXX** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the **X<sup>th</sup> day of XXX, 2026**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Debra Fritz, CMC Deputy City Clerk

**ORDINANCE NO. 26-XXX**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA AMENDING THE ZONING PROVISIONS OF THE LA VERNE MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS IN ACCORDANCE WITH STATE LAW AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO PUBLIC RESOURCES CODE SECTION 21080.17**

**WHEREAS**, the California State legislature has continued to amend state legislation relating to Accessory Dwelling Units (“ADUs”) and Junior Accessory Dwelling Units (“JADUs”); and

**WHEREAS**, these amendments necessitate revisions in the City’s Zoning Ordinance relating to ADUs and JADUs in order to be in compliance with the new provisions or the state law relating to these units prevail and the City loses local control; and

**WHEREAS**, on XXX, 2026, the Planning Commission of the City of La Verne held a duly noticed public hearing at which time it considered all evidence presented, both written and oral; and

**WHEREAS**, at the close of the public hearing the Planning Commission adopted a resolution recommending that the City Council adopt this Ordinance; and

**WHEREAS**, the City desires to amend its regulations to comply with the current state law; and

**WHEREAS**, on XXX 2026, the City Council held a duly noticed public hearing at which time it considered all evidence presented, both written and oral; and

**WHEREAS**, amending the La Verne Municipal Code is in the public necessity, convenience, general welfare and required by good zoning practices as it keeps the La Verne Municipal Code consistent with the requirements of state law;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** Findings. The above recitals are true and correct and are incorporated as substantive findings of the City Council.

**SECTION 2.** Chapter 18.120 of the La Verne Municipal Code is hereby amended to read as follows:

**§ 18.120.010 Purpose.**

The purpose of this chapter is to provide for accessory dwelling units and junior accessory dwelling units in accordance with the provisions of state law in order to assist with the housing crisis.

**§ 18.120.020 Definitions.**

For purposes of this chapter, the following definitions shall apply in addition to those definitions set forth in Government Code sections 66313 through 66342.

"Accessory dwelling unit" means an attached or detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence which includes permanent provisions for living, sleeping, eating, cooking and sanitation facilities on the same parcel of land as the single-family or multifamily dwelling is or will be situated. An accessory dwelling unit also includes the following: an efficiency unit; and a manufactured home, as defined in Section 18007 of the Health and Safety Code.

"Detached" means where there is a physical separation between the accessory dwelling unit and the primary unit or an accessory structure.

"Junior accessory dwelling unit" means a unit that is no more than five hundred square feet of interior livable space in size and contained entirely within a single-family residence or an attached structure, including a garage.

"Junior or accessory dwelling units" means that the section refers to both a junior and accessory dwelling unit.

"Livable space" means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation.

"Primary unit" means an existing single-family dwelling, or the larger of two proposed units or an existing or proposed multi-family dwelling.

**§ 18.120.030 Applications.**

A. The City shall determine whether an application for a junior or accessory dwelling unit is complete within 15 business days after receipt of the application.

1. If the City determines the application is incomplete, it shall provide the applicant with a list of incomplete items and a description of how the application may be made complete within the 15 business day time period.

2. If a determination is not made within the 15 business days, the application or any resubmitted application shall be deemed to be complete.

**B.** An application for a junior or accessory dwelling unit shall be ministerially approved or denied within sixty days of receipt of a complete application and approved if it meets the requirements of this chapter.

1. Notwithstanding subsection A above, if the application is submitted in conjunction with an application for a new single-family or multifamily dwelling, the application for the junior or accessory dwelling unit shall not be approved or denied upon until the application for the new dwelling is acted upon.

2. The city shall grant a delay if requested by the applicant.

3. If the construction of an accessory dwelling unit requires demolition of a detached garage, the demolition application shall be reviewed and issued at the same time as the accessory dwelling unit.

4. If the application is denied, the city shall detail in writing all items that are defective or deficient and how the applicant can remedy the application within the same time period as set forth above.

5. Notwithstanding the above, if the applicant uses a plan for an accessory dwelling unit that has been preapproved by the city or a plan that is identical to a plan used in an application for a detached accessory dwelling unit approved by the city within the current triennial California Building Standards Code cycle, the application shall be approved or denied within 30 days from the date of a complete application.

**CB.** The city shall impose application, permit and inspection fees on accessory dwelling units and junior accessory dwelling units in amounts set by resolution of the city council.

~~**DC.**~~ A permit application may not be denied due to the need to correct a nonconforming zoning condition, building code violation, or unpermitted structures that do not present a threat to the public health and safety and are not affected by the construction of the accessory dwelling unit.

**E.** Appeals. Notwithstanding anything in Title 18 to the contrary, the applicant may appeal a denial of an application or a determination that an application is incomplete directly to the City Council. A final written determination shall be provided to the applicant no later than 60 business days after the receipt of the written appeal.

#### **§ 18.120.040 Allowed zones.**

A. An application for a ~~junior or~~ accessory dwelling unit shall be approved by the community development director or the director's designee upon the director's or designee's determination that the application meets all the requirements set out in Section 18.120.050 in the zoning districts listed below and in specific plan areas where residential or mixed-use development is allowed.

1. A-1 limited agricultural;
2. PR-1/5 planned residential, one detached dwelling unit/five acres;
3. PR-1D planned residential, one detached dwelling unit/acre;
4. PR-2D planned residential, two detached dwelling units/acre;
5. PR-3D planned residential, three detached dwelling units/acre;
6. PR-4.5D planned residential, four and one-half detached dwelling units/acre;
7. PR-5D planned residential, five detached dwelling units/acre;
8. PR-6A planned residential, six attached dwelling units/acre;
9. PR-7A planned residential, seven attached dwelling units/acre;
10. PR-7.5A planned residential, seven and one-half attached dwelling units/acre;
11. PR-8A planned residential, eight attached dwelling units/acre;
12. PR-10A planned residential, ten attached dwelling units/acre;
13. PR-15A planned residential, fifteen attached dwelling units/acre;
14. C-P-D commercial-professional mixed development, where residential has been allowed by Section 18.120.060.

B. An accessory dwelling unit may only be constructed on a lot which contains an existing or proposed single-family or multifamily dwelling.

C. Accessory dwelling units shall not count in determining density or lot coverage and are considered a residential use consistent with the existing general plan and zoning designation for the lot.

**§ 18.120.045 Location/Number.**

**A. Location/Number.**

1. Accessory dwelling units shall be located only on lots with an existing or proposed single-family or multifamily dwelling. Junior accessory dwelling units shall be located only on lots in a single-family zone.

2. Accessory dwelling units may be interior conversions, attached or detached and may be located in an attached or detached garage or in an existing accessory structure.

3. Attached and detached accessory dwelling units shall be located behind the rear building line of the primary residence in a single-family zone. However, this

requirement shall not apply if the accessory dwelling unit is being converted from a legally existing accessory structure, including a garage, or constructed in the exact same location and to the exact same dimensions as a legal, previously existing accessory structure.

B. Number.4—Only one accessory dwelling unit or one junior accessory dwelling unit shall be allowed on a residentially zoned lot, unless otherwise permitted in accordance with Section 18.120.060 below.

**§ 18.120.050 Development standards/requirements—Accessory dwelling units.**

~~A. Location/Number.~~

~~1. Accessory dwelling units shall be located only on lots with an existing or proposed single family or multifamily dwelling. Junior accessory dwelling units shall be located only on lots in a single family zone.~~

~~2. Accessory dwelling units may be interior conversions, attached or detached and may be located in an attached or detached garage or in an existing accessory structure.~~

~~3. Attached and detached accessory dwelling units shall be located behind the rear building line of the primary residence in a single family zone. However, this requirement shall not apply if the accessory dwelling unit is being converted from a legally existing accessory structure, including a garage, or constructed in the exact same location and to the exact same dimensions as a legal, previously existing accessory structure.~~

~~4. Only one accessory dwelling unit shall be allowed on a residentially zoned lot, unless otherwise permitted in accordance with Section 18.120.060 below.~~

**AB.** Type of Building. An attached or detached accessory dwelling unit shall be a permanent structure on a permanent foundation with permanent provisions for living, sleeping, food preparation, sanitation, and bathing. A manufactured home as defined in California Health and Safety Code Section 18007 shall qualify.

**BC.** Height. The height of an attached or detached accessory dwelling unit shall not exceed the following limits.

1. A detached accessory dwelling unit shall not exceed a maximum height of eighteen feet if the accessory dwelling unit is on a lot with an existing or proposed single-family or multifamily dwelling unit if located within one-half mile walking distance of a major transit stop or a high-quality transit corridor as those terms are defined in Public Resources Code Section 21155. An additional two feet in height shall be allowed to accommodate a roof pitch on the accessory dwelling unit that is aligned with the roof pitch of the primary dwelling unit.

2. A detached accessory dwelling unit on a lot with an existing or proposed multifamily, multistory dwelling shall not exceed eighteen feet.

3. An attached accessory dwelling unit shall have a maximum height of twenty-five feet, or the height allowed for the primary dwelling, whichever is lower.

4. An accessory dwelling unit may be built on top of a detached garage; provided that the garage is maintained for parking and the total height of the structure does not exceed twenty-five feet. If an accessory dwelling unit is built pursuant to this provision, a declaration shall be recorded that the garage must be maintained for parking.

5. In all other cases not described in subsections 1-4, the maximum height for an accessory dwelling unit shall be sixteen feet.

6. No accessory dwelling unit shall exceed two stories.

~~C.D.~~ Size.

1. The maximum size of an attached or detached accessory dwelling unit is eight hundred fifty square feet if it has zero or one bedrooms, and one thousand square feet if it has two or more bedrooms.

2. The minimum square footage for an attached or detached accessory dwelling unit shall not be less than the size allowed for an efficiency unit as defined in Health and Safety Code Section 17958.1.

3. Notwithstanding any other provision of this section, development standards shall be waived to allow an applicant to build an eight hundred square foot accessory dwelling unit provided that the height requirements do not exceed those set forth in subsection C above with at least four-foot side and rear yard setbacks.

4. Junior accessory dwelling units shall not exceed 500 square feet.

~~E.D.~~ Setbacks.

1. Attached and detached accessory dwelling units shall be located behind the rear building line of the primary residence.

2. An accessory dwelling unit, including a unit constructed above a permitted garage, shall have rear and side yard setbacks of at least four feet.

3. The setback requirements in subsections E.1 and E.2 above shall not apply if the accessory dwelling unit is being converted from an approved accessory structure, including a garage, or being constructed in the same location and to the same dimensions as an approved existing accessory structure, including a garage.

4. Accessory dwelling units shall be required to comply with the requirements of the California Building Standards Code as set forth in Chapter 15.04 of this code, including relating to the distance between buildings. Notwithstanding the above, the

construction of an ADU shall not constitute a Group R occupancy change unless the building official makes a written finding based on substantial evidence in the record that the construction of the ADU could have a specific, adverse impact on public health and safety.

5. Detached accessory dwelling units shall be a minimum of ten feet from other buildings on the same property.

6. No portion of an accessory dwelling unit may encroach into any public or private easement such as a utility easement unless the easement holder has provided written permission to construct the accessory dwelling unit in the manner proposed. To establish a rebuttable presumption of compliance with this requirement, the applicant may provide a written declaration under penalty of perjury affirming compliance with this requirement. The declaration shall be in a form acceptable to the city attorney.

**EF.** Lot Coverage. The lot coverage standards of the underlying zoning district or specific plan area where the unit is located shall control.

**FG.** Outdoor Living. For accessory dwelling units in single-family zones, there must be outdoor living spaces that meet the following requirements:

1. Each unit shall have a separate usable outdoor living area of four hundred square feet, with fifteen feet minimum in any direction.
2. Outdoor living areas shall be landscaped.
3. Outdoor living areas do not include parking areas, driveways, or front and rear yard setback areas of the primary residence.

**GH.** Parking.

1. Parking shall be required at the rate of one space for each accessory dwelling unit that is at least one bedroom. No parking spaces shall be required for an accessory dwelling unit created within an existing livable space.
2. Parking spaces may be provided through tandem parking on an existing driveway provided that such parking does not encroach into the public sidewalk.
3. Parking spaces for accessory dwelling units may be provided in paved portions of setback areas provided that the amount of paving does not exceed the total amount of paving and hardscaped areas that are otherwise allowed by this title.
4. When a garage, carport, uncovered parking space, or covered parking structure is demolished or converted in conjunction with the construction of an accessory dwelling unit, such parking spaces need not be replaced.
5. Tandem parking and parking in setback areas shall not be allowed if the community development director makes specific findings that such parking is not

feasible based upon specific site or regional topographical, or fire and life safety conditions.

6. Notwithstanding any other provision of this subsection, no parking shall be required for the accessory dwelling unit if any of the following conditions apply:

a. The accessory dwelling unit is located within one-half mile walking distance of public transit;

b. The accessory dwelling unit is located within an architecturally and historically significant historic district or the property is subject to the Mills Act;

c. The accessory dwelling unit is part of a proposed or existing primary residence or an accessory structure;

d. When on-street parking permits are required, but not offered to the occupant of the accessory dwelling unit;

e. When there is a car share vehicle located within one block of the accessory dwelling unit; or

f. When a permit application for an accessory dwelling unit is submitted with a permit application to create a new single-family or multifamily dwelling on the same lot provided that the accessory dwelling unit or the parcel satisfies any other criteria listed in this subsection H.6.

g. If a parking space is not required, then the owner shall be required to disclose that fact in any rental agreement.

H. Design.

1. The accessory dwelling unit shall be of the exact same architectural style, including roof design, windows, doors, wall treatment materials, and color as the primary unit.

2. The accessory dwelling unit shall have a separate entrance from the primary dwelling unit.

3. The accessory dwelling unit shall not alter the appearance of the primary single-family dwelling unit.

I.J Fire sprinklers shall only be required in any accessory dwelling unit if they were required in the primary unit. The construction of an accessory dwelling unit shall not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.

J.K Utilities—Connections, Fees and Capacity Charges.

1. Attached/Interior Accessory Dwelling Units.

a. The unit shall be connected to utilities, but a separate utility connection shall not be required unless the accessory dwelling unit is being constructed in connection with a proposed residential dwelling.

b. For an accessory dwelling unit contained within a proposed or existing single-family dwelling meeting the requirements of Section [18.20.060.A](#), the city shall not impose a connection fee or capacity charge, unless the unit is being constructed with a new single-family dwelling. For all other accessory dwelling units, the city shall charge a connection fee or capacity charge that is proportionate to the burden of the proposed accessory dwelling unit based on the size of the unit or number of plumbing fixtures.

c. No connection fees or capacity charges shall be imposed on a homeowner applying for a permit for a previously unpermitted junior or accessory dwelling units built before January 1, 2020, except when the utility infrastructure is required to comply with Health and Safety Code Section 17920.3 and authorized by Government Code Section 66324(e).

2. Detached Accessory Dwelling Units. The unit shall be connected to utilities, but a direct connection between the utility at the unit shall not be required unless the accessory dwelling unit is being constructed in connection with a proposed residential dwelling.

3. No connection fee or capacity charge shall be imposed on a homeowner applying for a permit for a previously unpermitted junior or accessory dwelling units built before January 1, 2020, except when the utility infrastructure is required to comply with Health and Safety Code section 17920.3 and authorized by Government Code section 66324(e).

**K.L.** Impact Fees.

1. No impact fee shall be imposed on any accessory dwelling unit less than seven hundred fifty square feet in size.

2. For accessory dwelling units seven hundred fifty square feet or greater, impact fees shall be charged proportionately in relation to the square footage of the primary dwelling.

3. All applicable public service and recreation impact fees shall be paid prior to occupancy in accordance with Government Code Section 66000 et seq. and 66012 et seq.

4. No impact fees shall be imposed on a homeowner applying for a permit for a previously unpermitted junior or accessory dwelling units built before January 1, 2020, except when the utility infrastructure is required to comply with Health and Safety Code section 17920.3 and authorized by Government Code section 66324(e).

**L.M.** Historic Properties.

If a primary structure is subject to a Mills Act contract with the City, construction shall comply with the contract's standards, including design conformance with the Secretary of Interior Standards. Additionally, the Mills Act contract shall be amended to authorize the accessory dwelling unit on the site.

M. Square Footage. All references to square footage in this Chapter are based on the square footage of interior livable space.

### **§ 18.120.060 Mandatory approvals.**

Notwithstanding any other provision of this chapter, the city shall ministerially approve an application for any combination of the following ~~accessory dwelling units within a residential or mixed-use zone~~:

A. One accessory dwelling unit and one junior accessory dwelling unit per lot within the existing or proposed space of a single-family dwelling or accessory structure.

1. An expansion of up to one hundred fifty square feet shall be allowed in an accessory structure solely for the purposes of accommodating ingress and egress.

2. The junior or accessory dwelling unit shall have exterior access separate from the existing or proposed single-family dwelling.

3. The side and rear setbacks shall be sufficient for fire and safety.

4. If the unit is a junior accessory dwelling unit, it shall comply with the requirements of Sections 18.120.070 and 18.120.080 below.

B. One detached accessory dwelling unit that does not exceed four-foot side and rear yard setbacks on a lot with an existing or proposed single-family dwelling, provided that the unit shall not be more than eight hundred square feet and shall not exceed the height specified in Section 18.120.050.~~BC~~.1, C.2, , or sixteen feet in any other case.

~~1. A junior accessory dwelling unit may be developed with this type of detached accessory dwelling unit and shall comply with all requirements of Sections 18.120.070 and 18.120.080 below.~~

C. On a lot with a multifamily dwelling structure, up to twenty-five percent of the existing multifamily dwelling units, but no less than one unit, shall be allowed within the portions of the existing structure that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, provided that each unit complies with state building standards for dwellings.

D. On a lot with an existing multifamily dwelling structure, up to eight detached units, but in no event more than the number of existing units on the lot, , provided that they meet the height requirements of Section 18.120.050.~~BC~~.1 through C.3, above, or not exceed sixteen feet in all other cases, and have at least four-foot side and rear yard setbacks.

E. On a lot with a proposed multifamily dwelling, up to two detached units, provided that they meet the height requirements of Section 18.120.050 ~~B~~C.1, C.2, or not exceed sixteen feet in any other case, and have at least four-foot side and rear yard setbacks.

F. The junior and accessory dwelling units authorized under this section may not be combined with any other junior or accessory dwelling unit otherwise authorized by this Chapter.

G. A permit application may not be denied due to the need to correct a nonconforming zoning condition.

~~H~~G. Fire sprinklers shall only be required in a junior or ~~an~~ accessory dwelling unit if they were required in the primary unit. The construction of a junior or ~~a~~ accessory dwelling unit shall not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.

~~H~~H. Rentals of a junior or ~~a~~ accessory dwelling unit created pursuant to this section shall be for a minimum of thirty-one ~~term longer than 30~~ days.

#### **§ 18.120.070 Junior accessory dwelling units.**

A. One junior accessory dwelling unit shall be allowed on each lot in the single-family residential zone within an existing or proposed single-family dwelling, including an attached garage. A junior accessory dwelling unit shall be allowed in conjunction with an accessory dwelling unit as specified in Section 18.120.060.

B. The junior accessory dwelling unit shall contain at least an efficiency kitchen which includes cooking appliances and a food preparation counter and storage cabinets that are of reasonable size in relation to the junior accessory dwelling unit.

C. The junior accessory dwelling unit shall have a separate entrance from the primary residence.

D. The junior accessory dwelling unit may, but is not required to, include separate sanitation facilities.

1. If separate sanitation facilities are not provided, the junior accessory dwelling unit shall share sanitation facilities with the single-family residence and must have an interior entry to the main living area of the single-family residence.

4.2. If sanitation facilities are shared, the owner must reside in either the primary unit or the junior accessory dwelling unit, unless the owner is another governmental agency, land trust, or housing organization.

E. Fire sprinklers shall not be required in a junior accessory dwelling unit if they are not required for the primary dwelling and the construction of a junior accessory dwelling unit shall not trigger a requirement for sprinklers to be installed in the existing primary unit.

F. No additional parking shall be required for a junior accessory dwelling unit.

~~G.F.~~ A junior accessory dwelling unit shall be required to comply with applicable building standards.

~~H.G.~~ The owner of property on which a junior accessory dwelling unit is constructed shall abide by the following and record a deed restriction which shall run with the land and shall provide for the following:

1. A prohibition on the sale of the junior accessory dwelling unit separate from the sale of the single-family residence;

2. A prohibition from enlarging the junior accessory dwelling unit ~~from being enlarged~~ beyond five hundred square feet;

3. A prohibition from renting the property for less than thirty-one consecutive, calendar days;

45. A statement that the deed restrictions may be enforced against future purchasers; and

56. A copy of the deed restriction shall be filed with the community development department after recordation.

~~I.H.~~ For the purposes of any fire or life protection ordinance or regulation, or for providing service for water, sewer, or power, including a connection fee, a junior accessory dwelling unit shall not be considered to be a separate or new dwelling unit.

### **§ 18.120.080 Regulations.**

A. Sales.

1. Accessory dwelling units shall not be sold separately from the primary unit unless the sale is to a qualified nonprofit corporation in accordance with the provisions of Government Code Section 66341.

2. Junior accessory dwelling units shall not be sold separately from the primary unit.

B. Rental. All junior ~~or and~~ accessory dwelling units may be rented separate from the primary rented and shall be rented for a minimum of thirtyone days.

C. Owner/Occupancy.

1. The city shall not enforce any owner/occupancy requirement previously imposed on an accessory dwelling unit.

2. No accessory dwelling unit shall be subject to an owner-occupancy requirement.

3. ~~All~~ Junior accessory dwelling units shall only have an owner/occupancy requirement as specified in section 18.120.070. DG.4.

D. This chapter shall in no way validate any existing illegal accessory dwelling unit nor shall it change a legal nonconforming unit to a conforming unit.

E. Unpermitted Accessory Dwelling Units.

1. An application for an accessory dwelling unit to convert an illegal and/or nonconforming accessory dwelling unit to a legal conforming accessory dwelling unit shall be subject to the same standards and requirements as for a newly proposed unit.

2. Notwithstanding subsection E.1 above, the city shall not deny a permit for an unpermitted accessory dwelling unit or junior accessory dwelling unit constructed before January 1, 2020 on the grounds that it is in violation of the California Building Standards (Health and Safety Code Section 17960 et seq.) or that it does not comply with this chapter unless the city makes a finding that correcting the violation is necessary to comply with the standards specified in Health and Safety Code section 17920.3 or if the building is deemed substandard pursuant to Health and Safety Code section 17920.3.

3. The city shall inform the applicant that before submitting an application for a permit, the homeowner may obtain a confidential third-party code inspection from a licensed contractor to determine the unit's existing condition or potential scope of building improvements before submitting an application for a permit.

4. Upon receiving an application to permit a previously unpermitted ADU or JADU constructed before January 1, 2020, an inspector from the city may inspect the unit for compliance with health and safety standards and provide recommendations to comply with such standards in order to obtain a permit. The city shall not penalize an applicant for having the unpermitted ADU or JADU and shall approve necessary permits to correct noncompliance with health and safety standards.

F. Guesthouses that were previously approved and which have a valid building permit on file shall not be affected by this chapter. However, an application to convert a guesthouse to an accessory dwelling unit shall be subject to this chapter.

G Enforcement. Until January 1, 2030, the city shall issue a statement with a notice to correct a violation of any building standard relating to an accessory dwelling unit that provides substantially as follows:

You have been issued an order to correct violations or abate nuisances relating to your accessory dwelling unit. If you believe that this correction or abatement is not necessary to protect public health and safety, you may file an application with the Community Development Department. If the City determines that enforcement is not required to protect the health and safety, enforcement shall be delayed for a period of five years from the date of the original notice.

H. Accessory dwelling units and junior accessory dwelling units shall be required to obtain a separate address for the unit from the department of building and safety.

I. When an accessory dwelling unit is being proposed with a new primary dwelling unit, the city shall not issue a certificate of occupancy for an accessory dwelling unit before it issues a certificate of occupancy for the primary dwelling unit.

**SECTION 3.** CEQA. This Ordinance is exempt from CEQA pursuant to Public Resources Code section 21080.17 which provides CEQA does not apply to the adoption of an ordinance to implement ADU law.

**SECTION 4.** Effective Date. This Ordinance shall take effect on the 31st day after passage.

**SECTION 5.** Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause, or phrase be declared unconstitutional.

**SECTION 6.** Certification. The Deputy City Clerk shall certify the passage of this ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be processed as required by law.

**SECTION 7.** Transmission to HCD. The Deputy City Clerk shall send a copy of this Ordinance to the Department of Housing and Community Development as required by State law.

**PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026,  
by the City Council at La Verne, California.**

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Mayor Tim Hepburn

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Debra Fritz, CMC Deputy City Clerk

## CERTIFICATION

I hereby certify that the foregoing **Ordinance 26-XXX** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the \_\_\_\_ **day of** \_\_\_\_\_, **2026**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Debra Fritz, CMC Deputy City Clerk

# City of La Verne, City Council Agenda Report



**DATE:** April 6, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** Ken Domer, City Manager  
**SUBJECT: UPDATE ON ROUTE 66 CENTENNIAL AND AMERICA 250 PROGRAMMING AND APPROVAL OF PUBLIC ART FUND APPROPRIATION FOR BANNER PROGRAM.**

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## **SUMMARY**

To celebrate the Route 66 Centennial and America 250 milestones, the City has developed a series of programming initiatives in collaboration with community groups. Implementation of the Banner Program will require the appropriation of \$25,000 from the Public Art Fund.

## **RECOMMENDATION**

That the City Council:

1. Receive and file this report;
2. Provide direction on the proposed programming efforts; and
3. Adopt a Resolution appropriating \$25,000 of Public Art Funds from the General Capital Improvement Fund to support the Banner Program.

## **DISCUSSION**

Following City Council direction at the March 2 meeting, staff has advanced planning efforts for the Route 66 Centennial and America 250 celebrations with a focus on developing cost-effective, community-driven programming. As part of this effort, staff conducted outreach and coordination meetings with key community partners, including the La Verne Historical Society, La Verne Chamber of Commerce, La Verne Daily, and VFW Post 12034. These discussions helped shape the programming approach, with an emphasis on local storytelling, youth and community participation, and activities that activate both the Foothill Boulevard corridor and the broader community.

In addition, the City has launched a dedicated web page at [LaVerneCA.gov/HistoricEvents](http://LaVerneCA.gov/HistoricEvents) to serve as a centralized hub for event updates, program information, and opportunities for residents and organizations to participate or partner with the City throughout the year. Staff is also working to finalize programming details in the near term so that information can be included in the City's Recreation Guide and distributed through school newsletters prior to the end of the academic year, maximizing awareness and participation.

## **Route 66 Centennial Programming**

Route 66 Centennial programming is centered on enhancing the Foothill Boulevard corridor and

supporting local economic activity. Planned efforts include the installation of approximately a dozen Route 66-branded street sign elements along Foothill Boulevard. To remain cost-effective, these improvements will consist of durable, weather-resistant decals placed over existing street signage, designed to last the life of the sign. The selected design reflects the recognizable black-and-white Route 66 shield consistent with historic and landmark wayfinding, creating a cohesive and authentic visual identity along the corridor.

In partnership with the La Verne Chamber of Commerce, staff is also developing a Route 66 Passport Program intended to encourage visitation to local businesses. The program is anticipated to include approximately 20 participating businesses, where participants will visit locations to complete their passport. Incentives, including goodie bags for the first participants to complete the program, will be used to drive early engagement. In addition, the City plans to collaborate with the promoter of the car shows in Old Town La Verne, Flying Deuces, to rebrand the existing Cruisin La Verne car show event, scheduled for November 2026, to align with the Route 66 Centennial theme and further activate the area.

### **America 250 Programming**

America 250 programming is focused on community storytelling and local history. Planned initiatives include an essay contest and a photo contest in partnership with La Verne Daily, with student participation across elementary, middle, and high school levels. Winners will be formally recognized at a City Council meeting, featured on City social media platforms, and displayed at Veterans Hall. In addition, staff will coordinate a monthly "Highlighting La Verne History" campaign in partnership with the La Verne Historical Society and La Verne Daily, utilizing social media and e-newsletters to share stories of notable people and places that have shaped the community.

To further activate community spaces and events, staff has identified opportunities to utilize the City's Liberty Bell as a mobile feature at multiple events throughout the year, including the Fourth of July celebration. City staff will coordinate the safe transport of the bell using a trailer system, allowing it to serve as a unique and interactive historical element across multiple programs. The La Verne Historical Society will also lead a series of free community events, including walking tours, cemetery tours, and Mills Act home tours, with the City supporting these efforts through promotion and staffing assistance as needed.

### **Banner Program**

The Banner Program serves as a central visual component of the City's Route 66 Centennial and America 250 celebrations, designed to create a cohesive identity across key corridors while showcasing local creativity. Through a formal "Call for Artists," the City will invite professional, community or emerging, and youth artists to submit original artwork that reflects the themes of Route 66 and America 250 while incorporating elements of La Verne's history, landmarks, and character. This approach not only enhances the visual environment of the City but also provides a meaningful opportunity to engage local artists and students in a highly visible civic initiative.

The Banner Program is structured to ensure both artistic quality and broad community representation. The attached draft RFP covers the program details. Staff anticipates selecting at

least one artist from each category, professional, community or emerging, and youth, with the flexibility to select additional designs based on the volume and quality of submissions received. Selected designs will be reproduced and installed across multiple locations throughout the City, including Foothill Boulevard and other prominent corridors, resulting in a consistent and recognizable visual presence tied to both celebrations. By repeating selected designs across multiple banners, the program maximizes visibility while maintaining cost efficiency.

To support implementation of the Banner Program, staff is requesting an appropriation of \$25,000 from the Public Art Fund. This program represents an initial activation of the City's broader public art efforts. Staff is currently developing a Public Art Fund Ordinance and accompanying policy, which will be presented to the City Council in the coming months to establish a formal framework for the use of public art funds moving forward.

### **Timelines**

Implementation of the Banner Program and associated initiatives is structured to align with key seasonal engagement opportunities throughout 2026. While certain efforts, such as the "Highlighting La Verne History" campaign, will occur on a recurring monthly basis, the majority of programming is being intentionally front-loaded in the spring and early summer. This approach allows the City to establish early visibility, build community awareness, and ensure that major elements are in place ahead of peak participation periods.

The Call for Artists for the Banner Program is anticipated to be released in April, with submittals due in early May. Following review and artist selection in June, final artwork will be prepared for production, with banner fabrication and installation targeted for early summer. Concurrently, additional initiatives, including the essay and photo contests, Route 66 Passport Program, and corridor enhancements, will be launched or finalized during this same timeframe.

This coordinated timeline is designed to ensure that the majority of visible and participatory programming is fully implemented by the City's Fourth of July celebrations, which serve as a key milestone and high-attendance event. By establishing a strong presence by early summer, the City is positioned to maintain momentum through the remainder of the year, with continued programming, community events, and promotional efforts leading into the Route 66 Centennial in November 2026. Historical Society programming will be integrated throughout the year in alignment with their existing schedule, with specific event dates to be announced in the coming weeks. Following the summer rollout, the City will continue to build momentum through ongoing programming and promotions, culminating in the rebranded car show event in November 2026, aligning with the Route 66 Centennial anniversary month.

### **FISCAL ANALYSIS**

The proposed programming efforts have been developed with a focus on cost-effectiveness and leveraging community partnerships. All staff time associated with the planning and implementation of these initiatives will be absorbed within existing departmental budgets, with priorities adjusted as needed to ensure appropriate attention is given to this programming.

Costs associated with Route 66 corridor enhancements are minimal, with approximately \$750

allocated for the installation of Route 66-branded street sign decals along Foothill Boulevard. An additional \$1,000 is anticipated to support prizes and incentives for the Route 66 Passport Program, as well as essay and photo contest winners.

The primary cost associated with the overall programming effort is the Banner Program, a total of \$25,000. Estimated costs include approximately \$12,000 for banner fabrication (based on 60 banners at approximately \$200 each) and approximately \$9,000 for artist stipends across professional, community or emerging, and youth categories. Additional costs related to installation, materials, and contingencies are anticipated. These funds will need to be appropriated from the Public Art Fund as this is an unbudgeted expense.

### **ENVIRONMENTAL ANALYSIS**

Not applicable.

### **LEGAL REVIEW**

The City Attorney has reviewed and approved this report.

### **ATTACHMENTS**

1. Resolution Route 66 & America 250 Public Art
2. DRAFT Banner Program RFP - Call for Artists
3. Route 66 Centennial Passport
4. DRAFT Essay Contest Flyer
5. DRAFT America 250 City of La Verne Photo Contest

Report Prepared By:

Andrea Blockinger, Management Analyst

**RESOLUTION NO. 26-XX**

**A RESOLUTION OF THE CITY COUNCIL, CITY OF LA VERNE, CALIFORNIA, AMENDING THE FISCAL YEAR 2025-26 ADOPTED BUDGET IN THE AMOUNT OF \$25,000 WITHIN THE GENERAL CAPITAL IMPROVEMENT FUND (405) FOR THE ROUTE 66 CENTENNIAL AND AMERICA 250 PUBLIC ART PROGRAM.**

**WHEREAS**, the City of La Verne is planning and implementing programming to commemorate the Route 66 Centennial and America 250 milestones; and

**WHEREAS**, as part of these efforts, the City has developed a Banner Program to serve as a visual and placemaking component that enhances key corridors and showcases local creativity; and

**WHEREAS**, the Banner Program includes a Call for Artists, artist stipends, banner fabrication, and installation throughout the City, including Foothill Boulevard and other prominent locations; and

**WHEREAS**, the cost of the Banner Program is estimated at \$25,000 and represents an unbudgeted expense requiring appropriation; and

**WHEREAS**, Public Art Funds are held within the General Capital Improvement Fund and are available for appropriation for eligible public art purposes consistent with City objectives.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of La Verne as follows:

**Section 1.** The City Council hereby amends the Fiscal Year 2025–26 Adopted Budget to appropriate \$25,000 of Public Art Funds held within the General Capital Improvement Fund to support the Banner Program associated with the Route 66 Centennial and America 250 programming efforts.

**Section 2.** The City Manager, or designee, is hereby authorized to take all actions necessary to implement the Banner Program, including execution of agreements, selection of artists, and procurement of materials and services.

**Section 3.** The Mayor shall sign and the Deputy City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

**PASSED, APPROVED AND ADOPTED this 6<sup>th</sup> day of April, 2026.**

---

Mayor Tim Hepburn

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Debra Fritz, CMC Deputy City Clerk

**CERTIFICATION**

I hereby certify that the foregoing **[Resolution No. XX-XX]** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the 6th **day of April, 2026**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Debra Fritz, CMC Deputy City Clerk



**REQUEST FOR PROPOSALS (RFP)**

**CALL FOR ARTISTS – BANNER  
PROGRAM FOR AMERICA 250 AND  
ROUTE 66 CENTENNIAL CELEBRATIONS**

**PROPOSALS MUST BE RECEIVED BY  
5:00 PM ON TUESDAY, MAY 5, 2026**

## **Project Overview**

The City of La Verne invites artists to submit original artwork for its 2026 Street Banner Program in celebration of two historic milestones: the Route 66 Centennial and America 250.

This banner program reflects the City's commitment to celebrating its past while embracing its future.

Artists are encouraged to create designs that:

- Celebrate the spirit and legacy of Route 66 and/or America 250
- Incorporate elements of La Verne's history, landmarks, and community character
- Reflect themes of connection, identity, and shared experience

Banner artwork will be displayed along Foothill Boulevard for the Route 66 Centennial and along Foothill Boulevard, D Street, and Bonita Avenue for the America 250 celebration. All banners will be vertically oriented at 34 inches by 72 inches and must be designed as double-sided. The City will provide a branding guide, including approved colors, fonts, and logos, which could be utilized in the final designs.

The City will provide stipends in the following amounts to selected artists:

- Professional Artists - \$2,500
- Community or Emerging Artists - \$1,500
- Youth Artists - \$500

This opportunity is open to Professional Artists, Youth Artists, and Community or Emerging Artists, with separate selections made within each category. Preference will be given to artists residing in La Verne and the greater San Gabriel Valley. Artists may submit up to three original design concepts; however, no more than one design per artist will be selected. Selected designs will be reproduced and installed at multiple locations throughout the City.

## **Artistic Direction**

The City of La Verne's 2026 Street Banner Program is a creative placemaking initiative designed to celebrate two significant national milestones, the Route 66 Centennial and America 250, while highlighting the unique character and history of La Verne.

This project invites artists to contribute designs that not only commemorate these historic milestones, but also capture the spirit of La Verne. Artwork should reflect themes of connection, movement, and shared history, while reinforcing the City's small-town charm, historic roots, and evolving culture.

Artists may submit designs under one or both of the following themes. The Route 66 Centennial theme should celebrate the legacy of one of America's most iconic

roadways, recognizing its role in shaping travel, commerce, and cultural identity across generations. Designs may draw inspiration from transportation, roadside culture, Americana, and the historical significance of Route 66, particularly as it relates to Foothill Boulevard and its role within the region.

The America 250 theme should reflect the nation's 250th anniversary, with an emphasis on community, identity, and shared values. Artists are encouraged to interpret this theme broadly, incorporating ideas such as freedom, innovation, diversity, and the evolving American story. Submissions should consider how national themes can be expressed through a local lens, highlighting the people, places, and experiences that define La Verne.

Across both themes, strong preference will be given to designs that incorporate elements of La Verne's history and identity. This may include recognizable landmarks, local architecture, natural landscapes, historic references, or other unique features that distinguish the community. Artwork that successfully blends national themes with local storytelling will be especially competitive.

Designs should be bold, visually clear, and legible from a distance, recognizing that banners will be viewed by both pedestrians and motorists. Highly detailed or intricate compositions that may not translate well to large-scale banner format should be avoided. Artists are encouraged to consider color, contrast, and composition carefully to ensure the artwork is impactful within the streetscape environment.

All submitted artwork must be original and created solely by the artist.

### **Submittal Requirements**

All application materials must be submitted electronically to the City of La Verne by the stated deadline. Applicants shall compile all required materials into a single PDF document and submit via email to [ablockinger@laverneca.gov](mailto:ablockinger@laverneca.gov) no later than Tuesday, May 5, 2026, at 5:00 PM (PST). The subject line of the email should read "2026 Street Banner Program Submission – [Artist Name]" to ensure proper routing and tracking.

Documents required for submittal include:

- Application Form
- Banner Designs (in PDF format)
- Narrative for artworks

Applicants are responsible for confirming that their submission has been successfully delivered. Late submissions or incomplete application packages will not be considered. The City of La Verne is not responsible for technical issues, file delivery errors, or submissions that are not received by the deadline.

Questions regarding this Call for Artists may be directed to the same email address. City staff will make reasonable efforts to respond to inquiries in a timely manner; however, applicants are encouraged to submit questions well in advance of the deadline.

### **City Role**

The City of La Verne will be responsible for all aspects of banner fabrication, printing, and installation. Selected artists will be required to coordinate with the City, and if necessary, the City's printing vendor, to ensure that final files meet all technical requirements and are delivered in the appropriate format and timeline.

### **Eligibility**

The City of La Verne's 2026 Street Banner Program is open to artists of varying experience levels, including Professional Artists, Youth Artists, and Community or Emerging Artists.

For the purposes of this program, artist categories are defined as follows.

- **Professional Artists** are individuals with demonstrated experience in public art, graphic design, illustration, or related creative fields, and who have a portfolio of completed work.
- **Youth Artists** are individuals under the age of 18 at the time of submission and may include students or young creatives exploring artistic expression.
- **Community or Emerging Artists** are individuals who may not have formal professional experience but have an interest in contributing to public art and demonstrating creativity within their community.

Selections will be made separately within each category. Multiple artists may be selected within each category depending on the number and quality of submissions received.

Artists may apply as individuals or as part of a team. Teams must designate a single lead artist who will serve as the primary point of contact and will be responsible for all communication, coordination, and receipt of stipend funds. An artist or team may submit up to three design concepts; however, only one design per artist or team will be selected.

Individuals who are directly involved in the administration or evaluation of this program, including City staff and their immediate family members, are not eligible to apply. Any potential conflicts of interest must be disclosed, and individuals with a conflict may be disqualified from participation.

The City encourages broad participation while also prioritizing opportunities for local creatives. Preference will be given to artists residing in La Verne and the greater San Gabriel Valley; however, the opportunity remains open to all qualified applicants.

Through this inclusive approach, the City of La Verne seeks to elevate a diverse range of artistic voices while ensuring a fair, transparent, and high-quality selection process.

**Selection Process**

Following the submission deadline, City staff will review of all applications to ensure completeness and compliance with the requirements outlined in this Call for Artists. Applications that are incomplete, submitted after the deadline, or do not meet the eligibility or submission criteria may be removed from further consideration.

City staff will review and score submissions using the guidance of the following evaluation criteria:

<b>Artistic Quality and Creativity</b>	Considers the overall visual impact, originality, and composition of the design, including effective use of color, form, and layout.
<b>Alignment with Theme</b>	Evaluates how clearly the design reflects either the Route 66 Centennial or America 250 theme and demonstrates an understanding of the subject matter.
<b>Connection to La Verne</b>	Assesses how well the design incorporates elements of La Verne’s history, landmarks, landscapes, or unique community identity.
<b>Readability and Functionality</b>	Measures the clarity and legibility of the design at a distance, ensuring it is appropriate for large-scale banner display and visible to both pedestrians and motorists.
<b>Feasibility and Technical Readiness</b>	Considers whether the design can be successfully produced within the required specifications and constraints.
<b>Local Preference</b>	Provides additional consideration for artists residing in La Verne or the San Gabriel Valley.

Based on scoring and overall evaluation, the City may select multiple artists within each category, depending on the number, quality of submissions received, and available budget. Final selections will reflect a balance of artistic styles, themes, and community representation.

The City of La Verne reserves the right to reject any or all submissions, to waive any informalities or irregularities in the application process, and to make selections in the best interest of the program.

**Timeline & Key Dates**

<b>RFP Posting Date</b>	April 7, 2026
<b>Submittal Deadline</b>	May 5 @ 6:00 PM
<b>Internal Review of Submittals</b>	May 2026
<b>Selected Artists Notified</b>	June 2026
<b>Banners Installed</b>	Summer 2026

**Terms & Conditions**

By submitting an application, artists acknowledge and agree to the terms and conditions outlined in this Call for Artists. All submitted artwork must be original and created solely by the applicant. The use of artificial intelligence (AI) in the creation of artwork is not permitted. Artists are responsible for ensuring that their submissions do not infringe upon any copyright, trademark, or intellectual property rights.

Selected artists will be required to provide final, production-ready artwork files that meet all City specifications and deadlines. The City of La Verne reserves the right to request reasonable revisions to selected designs to ensure alignment with branding guidelines, production requirements, and overall program objectives.

The artist shall retain ownership of the original artwork; however, by participating in this program, the artist grants the City of La Verne a non-exclusive, royalty-free license to reproduce, display, and distribute the artwork for purposes related to the Street Banner Program, including fabrication, installation, marketing, and promotional use.

The City of La Verne reserves the right to reject any or all submissions, to cancel or modify the Call for Artists at any time, and to make all final decisions regarding artist selection, design approval, and banner placement. Selection does not guarantee installation if final artwork does not meet required specifications or program needs.

The City reserves the right to relocate, remove, or deaccession the banners when necessary due to public safety concerns, deterioration, site redevelopment, or other circumstances determined to be in the best interest of the City.

Participation in this program does not create an employment relationship with the City. Selected artists may be required to enter into a formal agreement with the City prior to receiving stipend funds.



# ROUTE 66 CENTENNIAL PASSPORT



Name: \_\_\_\_\_

BUSINESS NAME HERE	BUSINESS NAME HERE	BUSINESS NAME HERE	BUSINESS NAME HERE	BUSINESS NAME HERE
BUSINESS NAME HERE	BUSINESS NAME HERE	BUSINESS NAME HERE	BUSINESS NAME HERE	BUSINESS NAME HERE
BUSINESS NAME HERE	BUSINESS NAME HERE	BUSINESS NAME HERE	BUSINESS NAME HERE	BUSINESS NAME HERE

## HOW TO PARTICIPATE

Visit participating businesses along Route 66 in La Verne and look for the hidden classic car icon displayed inside each location. Once you find the icon, ask a staff member to stamp your passport card. Continue exploring and collecting stamps from each participating business. Each location will have one unique stamp. This program is designed to be fun for all ages. Take your time, support local businesses, and enjoy exploring the community!

After collecting all required stamps, submit your completed passport to the City of La Verne to receive a prize. Details on prize pickup locations and deadlines will be provided on the official program materials. **Complete by [date here].**



# Essay Contest

## AMERICA'S 250<sup>TH</sup> ANNIVERSARY

To celebrate, America's 250<sup>th</sup> Anniversary, students are asked to submit an original writing in response to the contest's prompt:

**"If Someone Visited My Neighborhood, What Would They Learn About America?"**

### SUBMISSION REQUIREMENTS:

- Ⓞ **Elementary Students:** Up to 100 words
- Ⓞ **Middle School:** Up to 250 words
- Ⓞ **High School:** Up to 500 words

**SUBMISSION DEADLINE:**  
MAY 28, 2026 AT 5 PM

- ✉ **Email submissions to:**  
[adminstaff@laverneca.gov](mailto:adminstaff@laverneca.gov)
- 📍 **Submissions may also be dropped off at City Hall, 3660 D Street**
- ☎ **Call (909) 596-8726 for further questions**

Winning students will receive a gift basket and be recognized at a City Council meeting, as well as featured on the City's social media platforms.

# CITY OF LA VERNE AMERICA'S 250<sup>TH</sup> ANNIVERSARY PHOTO CONTEST



Capture the heart of  
La Verne!



Show us areas of La Verne  
that you enjoy!

Looking for something to do this summer? Explore La Verne, take pictures of the highlights of La Verne, and submit for the City's photo contest!

Timeline: Open from April 13 through May 28

Categories: La Verne Landmarks & Legacy, Faces of La Verne, La Verne Patriotic Moments, and La Verne Community

Prize: Winners will receive a gift bag, be featured on the City's social media accounts and newsletter, and be recognized at a City Council Meeting.

To learn more about the contest requirements and submit your picture, please visit [laverneca.gov/historicevents](http://laverneca.gov/historicevents).

# City of La Verne, City Council Agenda Report



**DATE:** April 6, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** Ken Domer, City Manager  
**SUBJECT:** **BONITA UNIFIED SCHOOL DISTRICT MEASURE A - JUNE 2026 ELECTION.**

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## **SUMMARY**

The Bonita Unified School District has placed Measure A on the June 2, 2026, ballot to authorize \$256 million in bonds for school facility repairs and upgrades, subject to Proposition 39 accountability requirements and a projected tax rate of \$59 per \$100,000 of assessed value. At the March 2, 2026, City Council meeting, Mayor Tim Hepburn and Council Member Rick Crosby requested the measure be brought forward for Council discussion and consideration of support.

## **RECOMMENDATION**

That the City Council adopt a resolution in support for the Bonita Unified School District Measure A Bond Measure.

## **DISCUSSION**

The Bonita Unified School District Board of Education has adopted a resolution calling for a bond measure (Measure A) to be placed before voters on June 2, 2026, seeking authorization to issue up to \$256 million in general obligation bonds to fund school facility improvements.

The measure proposes to levy an estimated tax rate of \$59 per \$100,000 of assessed property value, generating approximately \$16 million annually within the District boundaries encompassing San Dimas and La Verne, while the bonds are outstanding. Bond proceeds would be used for capital projects such as repairing and modernizing aging school facilities, replacing outdated heating and cooling systems, addressing health and safety issues (including removal of hazardous materials), upgrading classrooms and infrastructure, and enhancing career technical education and science facilities.

The measure includes accountability provisions required under Proposition 39, such as independent annual financial and performance audits, public disclosure of expenditures, and the establishment of a citizens' oversight committee, and limits the use of funds to facility-related purposes only, excluding salaries and operational expenses. At the March 2, 2026, City Council meeting, Mayor Tim Hepburn and Council Member Rick Crosby discussed potential support for the Bonita Unified School District's Bond Measure A and requested that the item be brought forward for City Council consideration. A draft resolution in support of the bond measure is attached.

## **FISCAL ANALYSIS**

Not applicable.

**ENVIRONMENTAL ANALYSIS**

Not applicable.

**LEGAL REVIEW**

The City Attorney has reviewed and approved this report.

**ATTACHMENTS**

1. Resolution to Support BUSD Measure A
2. BUSD Resolution 2026-22 Ordering an Election

Report Prepared By:  
Andrea Blockinger, Management Analyst

## **RESOLUTION NO. 26-xx**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE, CALIFORNIA, SUPPORTING BONITA UNIFIED SCHOOL DISTRICT MEASURE A.**

**WHEREAS**, the Bonita Unified School District has called for the placement of Measure A on the June 2, 2026 ballot, seeking voter authorization to issue up to \$256,000,000 in general obligation bonds to fund school facility improvements; and,

**WHEREAS**, Measure A proposes to fund capital improvements including the repair, modernization, and upgrading of aging school facilities, replacement of outdated heating and cooling systems, removal of hazardous materials, and enhancement of science, technology, and career technical education classrooms and facilities; and,

**WHEREAS**, Measure A includes accountability safeguards required under Proposition 39, including independent annual financial and performance audits, public disclosure of expenditures, and the establishment of a citizens' oversight committee to ensure funds are spent as intended; and,

**WHEREAS**, the quality of local schools contributes to the overall vitality of the community, supports student success, and helps maintain property values and economic stability; and

**WHEREAS**, the City of La Verne and Bonita Unified School District share a commitment to serving the community and supporting educational opportunities for residents.

**NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of La Verne as follows:**

**Section 1.** The City Council expresses its support for Bonita Unified School District Measure A, which will appear on the June 2, 2026 ballot.

**Section 2.** The City Council encourages residents of the community to review the information provided by the Bonita Unified School District regarding Measure A and to participate in the upcoming election.

**Section 3.** That the Mayor shall sign and the Deputy City Clerk shall certify to the passage and adoption of this Resolution and thereupon the same shall take effect and be in force.

**PASSED, APPROVED AND ADOPTED this 6<sup>th</sup> day of April, 2026.**

---

Mayor Tim Hepburn

ATTEST:

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Debra Fritz CMC, Deputy City Clerk

**CERTIFICATION**

I hereby certify that the foregoing **Resolution No. 26-XX** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the **6<sup>th</sup> day of April 2026**, by the following vote:

AYES:           x.  
NOES:           x.  
ABSENT:        x.  
ABSTAIN:       x.

---

Debra Fritz CMC, Deputy City Clerk

**RESOLUTION NO. 2026-22**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE BONITA UNIFIED SCHOOL DISTRICT ORDERING AN ELECTION, AND ESTABLISHING SPECIFICATIONS OF THE ELECTION ORDER**

**WHEREAS**, the Board of Education of the Bonita Unified School District (the "District") is devoted to improving the quality of education in our local public schools by providing classrooms that are clean and safe by removing hazardous materials, like asbestos and lead paint from older schools, and by upgrading electrical systems and wiring; and

**WHEREAS**, since many District schools were built more than 55 years ago, with some that are 80 to 125 years old, additional resources are necessary to make urgent and basic improvements, such as replacing 40-year-old heating and air conditioning systems that are expensive to repair, repairing leaky roofs, and upgrading more than 55-year-old plumbing systems; so that students can learn in a healthy and safe environment; and

**WHEREAS**, the Board has determined that schools within the District need to be upgraded, repaired, expanded, improved, modernized and better equipped in a fiscally prudent manner, to enable the District to improve accessibility for students with disabilities, retain and attract quality teachers, and enhance classes that introduce students to skilled trades; and

**WHEREAS**, the Board desires to provide modern science labs and skilled trade facilities and equipment so students are prepared for college, in-demand careers in fields like health sciences, engineering, and technology; and

**WHEREAS**, the Board desires to improve student safety, campus security systems including security fencing, cameras, emergency communications systems, smoke detectors, fire alarms, and sprinklers; and

**WHEREAS**, even if community members do not have school-age children, supporting a local bond measure is a wise investment, as good schools improve the quality of life in our community and protect the value of our homes; and

**WHEREAS**, the State of California (the "State") has been unable to provide the District with enough money for the District to adequately repair schools and upgrade classrooms to provide an optimal learning environment for all students and District students deserve to have the same educational opportunities as others in the region; and

**WHEREAS**, the District has identified the most pressing needs in each of the District's schools to provide safe and modern classroom environments for all students; and

**WHEREAS**, the Board has received information regarding the possibility of a local bond measure and its bonding capacity; and

**WHEREAS**, a local measure will help provide funds, that are locally controlled and cannot be redirected by the State, to upgrade aging schools and protect student safety; and

**WHEREAS**, such measure will allow local schools to upgrade and expand career-technical education classrooms, to offer pathways to careers such as healthcare, public safety, digital media, and hospitality, among others which will help more students be ready for college or a career and give them an opportunity to learn the skills they will need to compete in the work force;

**WHEREAS**, such measure will include public disclosure of all spending, independent annual financial and performance audits, and the formation of a committee of local citizens and business owners to ensure funds are spent as promised; and

**WHEREAS**, on November 7, 2000, the voters of California approved the Smaller Classes, Safer Schools and Financial Accountability Act ("Proposition 39") which reduced the voter threshold for *ad valorem* property tax levies used to pay for debt service on bonded indebtedness to 55% of the votes cast on a school district general obligation bond measure; and

**WHEREAS**, concurrent with the passage of Proposition 39, Chapter 1.5, Part 10, Division 1, Title 1 (commencing with Section 15264) of the Education Code (the "Act") became operative and established requirements associated with the implementation of Proposition 39; and

**WHEREAS**, the Board desires to make certain findings herein to be applicable to this election order and to establish certain performance audits, standards of financial accountability and citizen oversight that are contained in Proposition 39 and the Act; and

**WHEREAS**, the Board and District have solicited stakeholder and community input on school priorities from parents, teachers, staff, the community and civic leaders; and

**WHEREAS**, the Board desires to authorize the submission of a proposition to the District's voters at an election to authorize the issuance of bonds to pay for certain necessary improvements and enhancements to District educational facilities which will improve the safety, health, and quality of education for students in the District; and

**WHEREAS**, the Board hereby determines that, in accordance with Opinion No. 04-110 of the Attorney General of the State of California, the restrictions in Proposition 39 which prohibit any bond money from being wasted or used for inappropriate administrative salaries or other operating expenses of the District shall be strictly monitored by the District's Citizens' Oversight Committee; and

**WHEREAS**, pursuant to Education Code Section 15270, based upon a projection of assessed property valuation, the Board has determined that, if approved by voters, the tax rate levied to meet the debt service requirements of the bonds proposed to be issued for school facilities will not exceed the Proposition 39 limits per year per \$100,000 of assessed valuation of taxable property; and

**WHEREAS**, Elections Code Section 9400 *et seq.* requires that a tax rate statement be contained in all official materials relating to the election, including any ballot pamphlet prepared, sponsored, or distributed by the District; and

**WHEREAS**, the Board desires to authorize the filing of a tax rate statement and a ballot argument in favor of the proposition to be submitted to the voters at the election; and

**WHEREAS**, pursuant to the Elections Code, it is appropriate for the Board to request consolidation of the election with any and all other elections to be held on Tuesday, June 2, 2026, and to request the Los Angeles County Registrar of Voters to perform certain election services for the District.

**NOW THEREFORE, THE BOARD OF EDUCATION OF THE BONITA UNIFIED SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:**

**Section 1.** That the Board, pursuant to Education Code Sections 15100 *et seq.*, 15264 *et seq.*, and Government Code Section 53506, hereby requests the Los Angeles County Registrar of Voter to conduct an election under the provisions of Proposition 39 and the Act and submit to the electors of the District the question of whether bonds of the District in the aggregate principal amount of \$256,000,000 (the "Bonds") shall be issued and sold for the purpose of raising money for the projects described in Exhibits "A" and "B" hereto. Both exhibits are directed to be printed in the voter pamphlet. The District's Superintendent, or designee, is hereby authorized and directed to make any changes to the text of the measure, or to the abbreviated form of the measure, as may be convenient or necessary to comply with the intent of this Resolution, the requirements of election officials, and requirements of law.

**Section 2.** That the date of the election shall be June 2, 2026.

**Section 3.** That the purpose of the election shall be for the voters in the District to vote on a proposition, a copy of which is attached hereto and marked Exhibit "A," incorporated by reference herein, and containing the question of whether the District shall issue the Bonds to pay for improvements to the extent permitted by such proposition. In compliance with Proposition 39 policies of the Board and the Act, the ballot propositions in Exhibits "A" and "B" are subject to the following requirements and determinations:

(a) that the proceeds of the sale of the Bonds shall be used only for the purposes set forth in the ballot measure and not for any other purpose, including teacher or administrator salaries or other school operating expenses;

(b) that the Board, in establishing the projects set forth in Exhibit "B," evaluated the safety, class size reduction, classroom, educational and information technology needs of the District;

(c) that the Board shall cause an annual, independent performance audit to be conducted to ensure that the Bond monies get spent only for the projects identified in Exhibit "B" hereto;

(d) that the Board shall cause an annual, independent financial audit of the proceeds from the sale of Bonds to be conducted until all of the Bond proceeds have been expended;

(e) that the Board shall appoint a Citizens' Oversight Committee in compliance with Education Code Section 15278 no later than 60 days after the Board enters the election results in its minutes pursuant to Education Code Section 15274; and

(f) that the tax levy authorized to secure the Bonds of this election shall not exceed the Proposition 39 limits per \$100,000 of taxable property in the District when assessed valuation is projected by the District to increase in accordance with Article XIII A of the California Constitution.

**Section 4.** That the authority for ordering the election is contained in Education Code Sections 15100 *et seq.*, 15264 *et seq.*, and Government Code Section 53506.

**Section 5.** That the authority for the specifications of this election order is contained in Education Code Section 5322. In connection with ordering the election pursuant to the provisions cited above, the District has obtained reasonable and informed projections of assessed property valuations that take into consideration projections of assessed property valuations made by the Los Angeles County Assessor that are available to the District.

**Section 6.** That the Los Angeles Registrar of Voters and the Los Angeles County Board of Supervisors are hereby requested to consolidate the election ordered hereby with any and all other elections to be held on June 2, 2026 within the District. As provided in Elections Code Section 10403, the District acknowledges that the consolidation election will be conducted in the manner described in Elections Code Section 10418.

**Section 7.** That the Secretary of the Board is hereby directed to deliver a certified copy of this Resolution to the Los Angeles County Registrar of Voters no later than March 6, 2026.

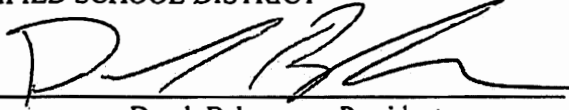
**Section 8.** That Bonds may be issued pursuant to Education Code Section 15264 *et seq.* or Government Code Section 53506. The maximum rate of interest on any Bond shall not exceed the maximum rate allowed by Education Code Sections 15140 to 15143, as modified by Government Code Section 53531.

**Section 9.** That the Board requests the governing body of any such other political subdivision, or any officer otherwise authorized by law, to partially or completely consolidate such election and to further provide that the canvass of the returns of the election be made by any body or official authorized by law to canvass such returns, and that the Board consents to such consolidation. The Board further authorizes the submission of a tax rate statement and primary and rebuttal arguments, as appropriate, to be filed with the Los Angeles County Registrar of Voters by the established deadlines.

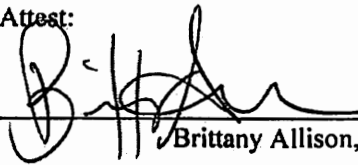
**Section 10.** Pursuant to Education Code Section 5303 and Elections Code Section 10002, the Board of Supervisors of Los Angeles County are requested to permit their Registrar of Voters to render all services specified by Elections Code Section 10418 relating to the election, for which services the District agrees to reimburse Los Angeles County, such services to include the publication of a Formal Notice of School Bond Election and the mailing of the sample ballot and tax rate statement (described in Elections Code Section 9401) pursuant to the terms of Education Code Section 5363 and Elections Code Section 12112.

ADOPTED, SIGNED AND APPROVED this 4th day of March, 2026.

BOARD OF EDUCATION OF THE BONITA  
UNIFIED SCHOOL DISTRICT

By   
Derek Bahmanou, President

Attest:

  
Brittany Allison, Clerk

STATE OF CALIFORNIA            )  
  )ss  
LOS ANGELES COUNTY            )

I, Matt Wien, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2026-22, which was duly adopted by the Board of Education of the Bonita Unified School District at the meeting thereof held on the 4th day of March, 2026, and that it was so adopted by the following vote: .

AYES: 5

NOES: 0

ABSENT: /

ABSTENTIONS: /


By  \_\_\_\_\_  
  Matt Wien, Secretary

EXHIBIT A

**“Bonita Unified School District Classroom Repair, Safety, Upgrade Measure. To upgrade fire safety, science/career training classrooms; replace 40-year old air conditioning/heating/ventilation systems; remove hazardous materials; repair leaky roofs; repair, construct, acquire classrooms/sites/facilities/equipment helping recruit/retain teachers, shall Bonita Unified School District’s measure authorizing \$256,000,000 in bonds, at legal rates, levying \$59 per \$100,000 of assessed valuation raising \$16,000,000 annually while bonds are outstanding be adopted, requiring oversight/audits/spending disclosure, funds for local schools?”**

Bonds – Yes

Bonds – No

**EXHIBIT B**

**FULL TEXT BALLOT PROPOSITION  
OF THE BONITA UNIFIED SCHOOL DISTRICT  
BOND MEASURE ELECTION JUNE 2, 2026**

The following is the full proposition presented to the voters by the Bonita Unified School District.

**“Bonita Unified School District Classroom Repair, Safety, Upgrade Measure. To upgrade fire safety, science/career training classrooms; replace 40-year old air conditioning/heating/ventilation systems; remove hazardous materials; repair leaky roofs; repair, construct, acquire classrooms/sites/facilities/equipment helping recruit/retain teachers, shall Bonita Unified School District’s measure authorizing \$256,000,000 in bonds, at legal rates, levying \$59 per \$100,000 of assessed valuation raising \$16,000,000 annually while bonds are outstanding be adopted, requiring oversight/audits/spending disclosure, funds for local schools?”**

**PROJECT LIST**

The Board of Education of the Bonita Unified School District is committed to **improving the quality of education** in our local public schools by **upgrading aging classrooms and improving student safety** providing safe, secure, modern classrooms, labs and technology needed to support high quality instruction in math, science, engineering, technology and the skilled trades. To that end, the Board evaluated the District’s urgent and critical facility needs, including safety issues, class size reduction, **basic repairs**, computer and information technology in developing the types of projects to be funded by this measure as described below.

**This bond includes strict accountability requirements to make sure public funds are used appropriately. These requirements include public disclosure of all spending, independent annual financial and performance audits, and the formation of a committee of local citizens and business owners to ensure all spending is in line with the promises made in the measure. What’s more, by law, all funds must be used to improve our local schools and cannot be taken by Sacramento, the County or anyone else.**

In approving this Project List, the Board of Education determines that the District **must:**

- (i) REMOVE hazardous materials; and**
- (ii) RETAIN AND ATTRACT quality teachers; and**
- (iii) ENHANCE classes and equipment that introduce students to skilled trades; and**
- (iv) REPAIR and upgrade leaky roofs; and**
- (v) REQUIRE a transparent system of accountability, including a Project List detailing how money will be used, a citizens’ oversight committee and public disclosure of how all funds are spent.**

The Project List includes the following types of upgrades and improvements at District schools, facilities and sites:

**LOCAL STUDENT SAFETY AND CLASSROOM REPAIR PROJECTS TO RETAIN  
QUALITY TEACHERS AND IMPROVE EDUCATION**

**School Repair, Safety and Upgrade Projects**

**Goals and Purposes:**

**Bonita USD schools are still relying on air conditioning and heating systems that are more than 40 years old. During just the first week of school this year, 11 of the district's 13 air conditioning systems failed, leaving students to learn in classroom temperatures in the 80s. These outdated HVAC units break down frequently and are increasingly costly to repair. Replacing them now is a cost-effective investment that will help ensure students and teachers can focus on learning in safe, comfortable classrooms.**

**Many local schools look fine from the outside but need basic health and safety improvements inside because they were built more than 55 years ago. Funds from this measure will address the most urgent and basic improvements, such as replacing 40-year-old heating and air conditioning systems, repairing leaky roofs, and upgrading more than 55-year-old plumbing systems; so that students can learn in a healthy and safe environment**

- Repair and upgrade fire safety.
- Upgrading electric systems and wiring.
- **Repairing and upgrading leaky roofs.**
- Repairing gas and sewer lines.
- Repairing deteriorating classrooms.
- **Removing hazardous materials like asbestos and lead paint.**
- Replacing 40-year old air conditioning, heating, and ventilation systems.
- Repairing and upgrading plumbing.
- Improving emergency communication systems.
- Repair and upgrade school security.

**UPGRADE SCIENCE/CAREER TRAINING CLASSROOMS AND LABS TO SUPPORT  
HIGH QUALITY INSTRUCTION**

**Projects That Improve Student Success**

**Goals and Purposes:**

**This measure will allow local schools to upgrade and expand science/career technical education classrooms, to offer pathways to careers such as healthcare, public safety, digital media, and hospitality, among others. This will help more students be ready for college or a career and give them an opportunity to learn the skills they will need to compete in the work force**

- Helping ensure all high schools have modern science classrooms.
- Enhancing classes and equipment that introduce students to skilled trades.
- Updating career training classrooms and labs.
- Improving accessibility for students with disabilities.

In addition to the projects listed above, the repair and renovation of each of the existing school and District support facilities may include, but not be limited to, some or all of the following: add or renovate student and staff restrooms; repair and upgrade electrical, plumbing, heating, ventilation and air conditioning systems; upgrade of facilities for energy efficiencies, electrical generation and financial savings, including solar panels; improve accessibility for students, staff and the public with disabilities; repair and replace worn-out and deteriorated roofs, windows, walls, tackboards, floors, sinks, doors and drinking fountains/hydration stations; construct or renovate offices and facilities for multipurpose and indoor/outdoor learning spaces, more efficient areas for professional development and administration and for the safety of students on campuses; install wiring and electrical systems to safely accommodate computers, technology and other electrical devices; upgrade or construct support facilities including administrative, central kitchens, physical education, music, art, and performing and fine arts classrooms or facilities, science, robotics, computer labs/classrooms, career technical facilities, media centers/libraries and buildings, covered eating areas, shade and rain shelter, playgrounds, administrative, transportation and maintenance facilities and yards; acquire modular/portable classrooms; repair and replace fire alarms, emergency communications, public address, speaker, and security systems; improve facilities to satisfy ADA and seismic requirements; as needed, removal of hazardous materials like asbestos and lead paint from older schools, as needed; improve/resurface or replace asphalt, broken concrete and improve hard courts, turf, tracks, athletic fields, irrigation, and downspout drainage systems and campus landscaping; install signage, flagpoles, solar electric systems and fencing; expand parking and improve pick-up and drop-off areas and crosswalks; improve all site utilities; acquire land; construct new school buildings; upgrade or replace interior and exterior painting, floor covering, including carpets, and school facades; demolition; upgrade kitchens, food service and school cafeterias; construct various forms of storage and support spaces and classrooms; improve quads; repair, upgrade and install interior and exterior lighting systems and back-up power generators; improve or replace playgrounds, play structures, athletic fields/stadiums, lockers, gymnasiums, and facilities to support student health, fitness and safety; construct or upgrade aquatic facilities, pools, including pool filtration systems, plaster and decking; replace outdated fences, including security fences and security systems (including access control systems and cameras), provide lunch shelters, indoor space for assemblies or for rainy day

lunch; upgrade music labs, multi-purpose rooms, learning centers and media centers; add or upgrade parking lots including solar systems and electric vehicle charging stations. In addition to the listed projects stated above, the Project List also includes the acquisition of a variety of instructional, maintenance and operational equipment, including the reduction or retirement of outstanding lease obligations and interim funding incurred to advance fund projects from the Project List; payment of the costs of preparation of all facility planning, facility studies, assessment reviews, facility master plan preparation and updates, environmental studies (including environmental investigation, remediation and monitoring), design and construction documentation, DSA oversight, and temporary housing of dislocated District activities caused by construction projects.

The upgrading of technology infrastructure includes, but is not limited to, network rewiring, cabling, computers, portable interface devices, servers, switches, routers, modules, sound projection systems, laser printers, scanners and copiers, digital white boards and smart boards, document projectors, upgrade voice-over-IP, clock/telephone/ intercom systems, call manager and network security/firewall, wireless technology systems, refresh classroom technology, miscellaneous IT and instructional equipment, data storage, archiving and preservation, phones, identity cards and the construction and installation of a data center in the cloud for the District's enterprise systems, such as resource planning, websites, domain name systems, cloud applications and information security.

The budget for each project is an estimate and may be affected by factors beyond the District's control. Some projects throughout the District may be undertaken as joint use projects in cooperation with other local public or non-profit agencies. The final cost of each project will be determined as plans and construction documents are finalized, construction bids are received, construction contracts are awarded and projects are completed. Based on the final costs of each project, certain of the projects described above may be delayed or may not be completed. Demolition of portable classrooms and existing facilities and reconstruction of facilities scheduled for repair and upgrade may occur, if the Board determines that such an approach would be more cost-effective in creating more enhanced and operationally efficient campuses. Necessary site preparation/restoration may occur in connection with new construction, renovation or remodeling, or installation or removal of relocatable or modular classrooms, including ingress and egress, removing, replacing, or installing irrigation or drainage systems, traffic signals, sewer or utility lines, trees and landscaping, relocating fire access roads, and acquiring any necessary easements, licenses, permits, or rights of way to the property. The listed projects will be completed as needed. Each project is assumed to include its share of furniture, equipment, architectural, engineering, legal fees and similar planning costs, connection fees, program and project management, staff training expenses and a customary contingency for unforeseen design and construction costs. Proceeds of the bonds may be used to pay or reimburse the District for the cost of District bond audits and staff when performing work on or necessary and incidental to bond projects. Bond proceeds shall only be expended for the types of projects and purposes identified herein. The District shall create an account into which proceeds of the bonds shall be deposited and comply with the reporting requirements of Government Code § 53410.

\*\*\*\*\*

### **FISCAL ACCOUNTABILITY**

**THIS MEASURE REQUIRES A CLEAR SYSTEM OF ACCOUNTABILITY, INCLUDING A PROJECT LIST DETAILING HOW THE MONEY WILL BE USED, A CITIZENS' OVERSIGHT COMMITTEE, AND INDEPENDENT AUDITS TO ENSURE MONEY IS SPENT PROPERLY.**

B-4

4915-3573-1591v4/024288-0016

In accordance with Education Code Section 15272, the Board of Education will appoint a citizens' oversight committee and conduct annual independent audits to assure that funds are spent only on District projects and for no other purpose. The expenditure of bond money on these projects is subject to stringent financial accountability requirements. By law, performance and financial audits will be performed annually, and all bond expenditures will be monitored by an independent citizens' oversight committee to ensure that funds are spent as promised and specified. The citizens' oversight committee must include, among others, representation of a bona fide taxpayers association, a business organization and a senior citizens organization. No District employees or vendors are allowed to serve on the citizens' oversight committee.

No Administrator Salaries: Proceeds from the sale of the bonds authorized by this proposition shall be used only for the acquisition, construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, and not for any other purpose, including teacher and school administrator salaries and other operating expenses.

# City of La Verne, City Council Agenda Report



**DATE:** April 6, 2026  
**TO:** Honorable Mayor and City Council  
**FROM:** Cody Howing, City Engineer  
**SUBJECT:** **SGVCOG & CITY OF POMONA PROPOSED ARROW HIGHWAY CLASS IV BIKEWAY DESIGN.**

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## **SUMMARY**

The San Gabriel Valley Council of Governments (SGVCOG) and the City of Pomona are proposing improvements on Arrow Highway that include the addition of a Class IV bikeway among other features. At the January 20, 2026, Council Meeting, SGVCOG staff presented conceptual details of the project with a focus on the proposed terminus for the facility in the vicinity of the Arrow Highway and White Avenue intersection located in the City of La Verne. Based on feedback received from City Council at that meeting, SGVCOG staff have conducted further study of the proposed improvements and have submitted the findings for the review and consideration of the City Council in order to complete final design.

## **RECOMMENDATION**

That the City Council:

1. Support coordination with the San Gabriel Valley Council of Governments and the City of Pomona to advance the Class IV bikeway along Arrow Highway consistent with Pomona City Council approved Alternative 4;
2. Confirm the preferred bikeway terminus at the White Avenue/Arrow Highway intersection within the City of La Verne;
3. Direct staff to work with partner agencies to incorporate traffic signal modifications and pavement rehabilitation within the City's segment, as appropriate; and
4. Authorize staff to continue design coordination and return to the City Council with any required agreements, cost-sharing arrangements, or approvals necessary for project implementation.

## **DISCUSSION**

The East San Gabriel Valley Sustainable Multimodal Improvements Project is a regional effort led by the San Gabriel Valley Council of Governments (SGVCOG) to enhance First/Last Mile connectivity to the Metro A-Line. The project includes protected bikeways, pedestrian improvements, ADA upgrades, and other active transportation features across multiple cities, including Pomona, La Verne, Claremont, San Dimas, Covina, and Azusa. These improvements support regional mobility goals by improving access to transit, neighborhoods, schools, and commercial areas, and are consistent with Metro's First/Last Mile Plan and the Arrow Highway Multimodal Corridor Plan.

As part of this effort, SGVCOG, in partnership with the City of Pomona, proposes to construct a continuous two-way Class IV separated bikeway along the south side of Arrow Highway from White Avenue in La Verne to Mountain Avenue near the Pomona/Claremont border, along with related pedestrian improvements. The project leverages regional funding sources, including Measure M Multi-Year Subregional Program funds and Metro Active Transportation grants, reducing the financial burden on participating jurisdictions while enhancing connectivity to the Pomona North A-Line station.

On November 17, 2025, the Pomona City Council approved Alternative 4 as the preferred design concept, which shifts vehicular lanes north to accommodate a fully separated, two-way Class IV bikeway on the south side of Arrow Highway. This design improves safety by providing physical separation between bicyclists and vehicle traffic.

Following feedback from the January 20, 2026, La Verne City Council meeting, SGVCOG and its consultant prepared a traffic operations analysis to evaluate the impact of the proposed lane configuration on intersection performance, roadway capacity, and vehicle queuing. This evaluation also considered the current traffic issues arising from the reduction of lanes from three to two east of White Avenue shortly after the Lordsburg Court intersection and the ingress and egress from the development. At present time during peak hours, traffic is heavier eastbound due to the reduction of lanes, poor road conditions and lack of visible signage, and traffic movements of vehicles entering and exiting Lordsburg Court. As such, staff wanted to make sure that any improvements also factored in the current conditions to relieve congestion and to propose improvement for current conditions as well as the proposed bikeway.

### **Project Coordination in City of La Verne**

An approximately 850 linear foot portion of the proposed bikeway lies within La Verne's right-of-way, between White Avenue and Lordsburg Court, with the proposed termination point at the southeasterly corner of White Avenue and Arrow Highway. This location is intended to provide connectivity to the La Verne/Fairplex station-area circulation network and support future mobility needs associated with the planned Fairplex redevelopment.

To accommodate the proposed Class IV bikeway on the south side of Arrow Highway, portions of the roadway will require reconfiguration. The existing eastbound merge lane east of White Avenue would be replaced with the bikeway facility, maintaining the current curb-to-curb width. As part of this change, the eastbound approach west of White Avenue would be modified from three through lanes to two through lanes and one right-turn-only lane. No changes are proposed to the existing left-turn pockets or westbound travel lanes.

Following direction from the January 20, 2026, City Council meeting, SGVCOG and its consultant prepared a traffic operations analysis to evaluate the impact of the proposed lane configuration on intersection performance, roadway capacity, and vehicle queuing.

The City has previously partnered with the City of Pomona on street improvement projects to achieve cost efficiencies. In 2024, the City incorporated a portion of White Avenue south of Arrow Highway into a Pomona-led project, allowing needed improvements to be completed at a reduced cost through economies of scale. Similarly, the Arrow Highway segment within La Verne currently has a pavement condition index ranging from very poor to fair, indicating that rehabilitation will be needed in the near term to restore the roadway to a "very good" condition.

By participating in this regional bikeway project and coordinating improvements beyond the immediate project limits east of White Avenue, the City can leverage grant-funded design and construction efficiencies, resulting in lower overall costs compared to delivering the improvements independently. While a comprehensive rehabilitation of the entire Arrow Highway corridor would yield additional efficiencies, the City currently has insufficient funds to implement a full pavement rehabilitation project for the entire length of Arrow Highway. Accordingly, staff finds that advancing pavement rehabilitation in coordination with this effort is a cost-effective opportunity. Funding for this work can be supported through non-General funds already appropriated for Arrow Highway improvements, making participation in this joint project both appropriate and fiscally prudent.

### **Methodology**

The analysis utilized 2022 traffic counts provided by City of La Verne staff and applied a conservative 2% percent annual growth rate to forecast 2026 conditions, ensuring impacts were not underestimated and potential impacts from the proposed changes would be magnified. As noted in the attached traffic study, an annualized growth factor for the area is 0.6% based on regional traffic data.

The means for assessing impacts of traffic relies on a metric known as Level of Service (LOS). Similar to academic grades, facilities with a LOS of A indicate positive traffic conditions while a LOS of F indicates traffic conditions that result in delays. Each LOS rating reflects a range of values that describe the relationship between the number of peak traffic hour vehicles and the capacity of a roadway feature. The City of La Verne has adopted guidelines for transportation studies with the most recent update in 2020.

### **Arrow Highway and White Avenue Intersection Analysis**

The proposed project intersection modifications affect the eastbound approach lanes. The conversion to two through lanes and one right turn only lane at the intersection of Arrow Highway and White Avenue have been evaluated for projected 2026 traffic conditions. The resulting LOS in both the “build” and “no build” conditions yielded AM and PM peak traffic LOS ratings of “B” and “D” respectively. Based on the City’s adopted guidelines, LOS “D” is acceptable operating range for a signalized intersection.

The City’s transportation study guidelines are generally focused on development-related impacts. While the LOS “D” rating is acceptable, the impact from the “no build” to the “build” did increase the vehicle to capacity ratio by a factor of 0.03. Based on the guidelines, signals that have an LOS of “D” and sustain an increase of the vehicle to capacity ratio by a factor of 0.02 will require improvements.

Notably, the traffic growth factor used in the analysis was inflated to be conservative. However, the values noted in the study do trigger details of the City’s guidelines. Improvements resulting from the County of Los Angeles’ upcoming Arrow Highway corridor signal coordination project might serve as acceptable capacity enhancements without extending the SGVCOG project scope.

### **Arrow Highway from White Avenue to Lordsburg Court Road Capacity Analysis**

The LOS rating for the roadway segment between White Avenue and Lordsburg Court is

expected to remain unchanged with the proposed reduction of one eastbound lane. The 2026 “build” operation is at LOS A, indicating conditions will remain well above the acceptable threshold established by the City traffic study guidelines.

Elimination of the existing merge lane is also expected to enhance safety. As part of the analysis for this area, traffic collision data was reviewed in both Pomona and La Verne. While none of the recorded collisions in the previous five years appeared to have a correlation with the merge, the proposed conditions streamline traffic flow for eastbound traffic on Arrow Highway.

### **Lordsburg Court Residential Community Access Analysis**

Inclusive of the traffic study document is a review of the queuing capacity for access to the Lordsburg Court. Trip generation rates derived from the Institute of Transportation Engineers (ITE) were used in conjunction with the observed existing conditions to evaluate the proposed changes and potential impacts to stacking capacity at the community vehicle access gates. Based on the analysis, it’s expected that the storage capacity outside the gates is adequate to accommodate peak hour traffic entering and exiting the neighborhood.

### **Recent Arrow Highway Median Improvements**

Recent median landscape improvements along Arrow Highway were designed to accommodate potential future modifications associated with this project. Key infrastructure, including irrigation mainlines and valves, have been positioned on the north side of the medians to minimize potential impacts from proposed curb changes. Similarly, most planting materials were placed to avoid conflict areas. Approximately six 15-gallon trees are located within areas that may be affected; however, these trees are expected to be suitable for relocation to planned median expansion areas. While some impacts to ground cover and portions of the irrigation system may occur, the project has been designed to minimize these effects while maintaining the overall aesthetic and compliance with grant requirements.

### **Traffic Analysis Findings**

Based on the traffic analysis and coordination with SGVCOG and the City of Pomona, the proposed reconfiguration of the eastbound approach at White Avenue from three through lanes to two through lanes and one right-turn-only lane is not expected to result in unacceptable traffic operations. Although the analysis reflects a minor increase in the vehicle-to-capacity ratio that exceeds the City’s guideline threshold, overall intersection and corridor performance would remain within acceptable standards. Accordingly, the key considerations for the City Council include confirming the bikeway terminus at White Avenue, participating in limited cost-sharing for associated improvements, and accepting long-term maintenance responsibility for the City’s segment.

From a safety perspective, the proposed design improves conditions by eliminating an existing merge conflict where the third eastbound lane currently drops east of the intersection. The addition of a protected bikeway separates bicyclists from vehicular traffic on a high-speed corridor and is expected to enhance overall safety, supported by recommended pavement markings and visibility treatments at conflict points. Overall, the project balances multimodal improvements with maintained traffic efficiency, resulting in no significant operational impacts while improving safety for both motorists and bicyclists.

### **FISCAL ANALYSIS**

There is no impact to the City's General Fund for project design, permitting, or construction, as these phases will be fully funded by SGVCOG. However, because a portion of the bikeway is located within La Verne, the City may incur limited cost-sharing for traffic signal modifications and will be responsible for ongoing operations and maintenance of its segment upon project completion.

The overall First/Last Mile project is estimated at \$16.1 million, with \$13.9 million secured through SGVCOG and the City of Pomona. The remaining \$2.2 million funding gap associated with Alternative 4 has been committed by the City of Pomona to ensure project delivery.

If the City elects to incorporate street improvements within its limits as part of this coordinated effort, the estimated cost is approximately \$528,100. This represents a cost savings compared to an estimated \$775,000 if the City were to complete the improvements independently. While final costs may vary based on construction quantities, staff finds the cost estimates and methodology provided by SGVCOG and the City of Pomona to be reasonable.

Sufficient funding is available within the Arrow Highway Rehabilitation Project (CIP No. ST2402) to support the City's participation in this joint regional bikeway project.

### **ENVIRONMENTAL ANALYSIS**

Pursuant to the California Environmental Quality Act (CEQA), the SGVCOG is serving as the Lead Agency for the Arrow Highway Class-IV Bikeway Project and will prepare the applicable CEQA environmental document for the overall corridor. The cities of Pomona and La Verne are each acting as Responsible Agencies under CEQA for the portions of the project located within their respective city limits, as each city has discretionary approval authority over improvements within its public right-of-way. The City's role as a Responsible Agency will be limited to considering the adequacy of the Lead Agency's CEQA document as it relates to improvements within La Verne.

### **LEGAL REVIEW**

Not applicable.

### **ATTACHMENTS**

1. Level of Service Analysis - Arrow Highway Bikeway Conceptual Improvements
2. Exhibit - Large Scale Project Improvements
3. Exhibit - Detail Scale Project Improvements

Coordinated with:  
Danny Wu, Director of Public Works



## TECHNICAL MEMORANDUM

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To: San Gabriel Valley Council of Governments

From: Chase Keys, P.E., Project Manager

Subject: LOS Analysis – White Avenue and Arrow Highway

Project Number: 2303225.01

Date: March 12, 2026

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## PURPOSE

As part of the San Gabriel Valley Council of Governments (SGVCOG) East San Gabriel Valley Sustainable Multimodal Improvement Project (SMIP), the City of Pomona in coordination with City of La Verne will be constructing a two-way Class-IV bikeway (also known as a two-way cycle track) along the south side of Arrow Highway from White Avenue to Cambridge Avenue/Mountain Avenue. Currently, Arrow Highway is a six-lane roadway with a raised median between White Avenue and Lordsburg Court within the City of La Verne. East of Lordsburg Court, the eastbound lanes merge from three-to-two lanes. Implementation of the bikeway will require the removal of the third travel lane on Arrow Highway in the eastbound direction between White Avenue and Lordsburg Court.

The purpose of this memorandum is to assess the operational and safety impacts of converting the third eastbound through/right-turn lane at the intersection of White Avenue to a right-turn only lane. This change would facilitate the removal of the eastbound number three lane along Arrow Highway east of White Avenue.

## ANALYSIS

The City of La Verne provided an approved traffic study for a mixed use project on the northwest corner of White Avenue and Arrow Highway. Typically, counts are collected within a year of an analysis; however, at the request of the SGVOG, counts collected from 2022 for the mixed-use project were used. Although the regional growth factor is approximately 0.6% per year (per the Los Angeles County Congestion Management Program, as referenced in the 1941 N. White Avenue Traffic Study), a conservative 2% annual growth rate was applied to develop 2026 volumes. This higher growth rate was intentionally used to avoid underestimating potential traffic impacts and to conservatively evaluate delay associated with the proposed lane reconfiguration. The following scenarios were analyzed:

1. 2022 AM and PM Peak Hour
  - a. Existing Lane Configuration
  - b. Proposed Lane Reconfiguration
2. 2026 AM and PM Peak Hour
  - a. Existing Lane Configuration
  - b. Proposed Lane Reconfiguration



Arrow Highway is classified as a Major Arterial in the City of La Verne General Plan and consists of:

- Almost entirely three lanes in each direction, with a raised center median with left-turn pockets, including the segment between White Avenue and Lordsburg Court
- A transition to two eastbound lanes approximately 150 east of Lordsburg Court
- Almost entirely two lanes in each direction in the City of Pomona, east of Lordsburg Court
- Posted speed limits of 45 mph, west of White Avenue and 40 mph, east of White Avenue
- Sidewalks on both sides and no on-street parking near the intersection of Arrow Highway and White Avenue; east of the Lordsburg Court, on-street parking is provided by permit-only

### Intersection Analysis

Existing lane geometrics at the intersection of White Avenue and Arrow Highway are shown in **Figure 1** along with volumes collected in 2022. Counts from 2022 are in **Attachment A**. While the regional growth factor is about 0.6% per year (*Section 3.5.2 of the 1941 White Avenue Traffic Study*), 2026 volumes were calculated by applying a conservative annual 2% growth factor to 2022 volumes. **Figure 2** shows the lane geometrics with the conversion of the shared through/right-turn lane to a right turn only lane. No counts were collected at Lordsburg Court. Trip generation rates from the *Institute of Traffic Engineer's (ITE) Trip Generation Manual* were used to estimate the peak hour trips at the intersection of Arrow Highway and Lordsburg Court.

**Figure 1: Existing Lane Geometrics and Volumes**

Existing Lane Geometrics		2022 Volumes	
		45(32) 269(360) 72(107)	
		21(100) 519(1110) 225(272)	

XX(YY) = AM(PM)  
 S = Signalized

**Figure 2: Future Lane Geometrics and Volumes**

RTOL Lane Geometrics		2026 Volumes	
		49(35) 291(389) 78(116)	
		23(108) 561(1199) 243(294)	

XX(YY) = AM(PM)  
 S = Signalized  
 RTOL = Right-Turn Lane Only



Based on the City of La Verne General Plan, signalized intersections that are part of the Congestion Management Plan (CMP) network are evaluated using the Intersection Capacity Utilization (ICU) method of analysis. The ICU method determines the volume-to-capacity (v/c) ratios. The overall intersection v/c ratio is described as Level of Service (LOS). LOS is presented in the form of a letter grade (A-F) that provides a qualitative estimate of the operational efficiency or effectiveness of the intersection. Much like an academic report card, LOS A represents the best range of operating conditions (i.e., motorists experiencing little delay or congestion) and LOS F represents the worst (i.e., extreme delay or severe congestion).

LOS D is the maximum acceptable level of service for intersections in La Verne, as established by the La Verne Transportation Study Guidelines; however, since White Avenue and Arrow Highway is a CMP intersection the acceptable level of service under the ICU methodology is E.

**Table 1** shows the LOS corresponding to the v/c ratio for intersections and roadway segments. The ICU rating ranges for intersections are established by Synchro versus the ranges for roadways are established by the 2010 Los Angeles County CMP Report.

**Table 1: LOS and V/C Ratio**

LOS	Intersection V/C Ratio	Roadway Segment V/C Ratio
A	<0.55	<0.61
B	0.55-0.63	0.61-0.70
C	0.64-0.72	0.71-0.80
D	0.73-0.81	0.81-0.90
E	0.82-0.90	0.91-1.00
F	0.91-1.00	>1.00

Detailed intersection LOS worksheets for 2022 Conditions are included in **Attachment B**. **Table 2** shows the LOS of the study intersections using 2022 volumes under both scenarios: with and without the right-turn only lane. **Table 3** provides the LOS using 2026 volumes. The intersection operates at an acceptable LOS under all scenarios.

**Table 2: 2022 Level of Service**

No.	Intersection	Control Type	2022 Without RTOL				2022 With RTOL			
			AM Peak		PM Peak		AM Peak		PM Peak	
			V/C	LOS	V/C	LOS	V/C	LOS	V/C	LOS
1	White Avenue and Arrow Highway	Signal	0.57	B	0.70	C	0.57	B	0.74	D

RTOL = Right-Turn Only Lane

**Table 3: 2026 Level of Service**

No.	Intersection	Control Type	2026 Without RTOL				2026 With RTOL			
			AM Peak		PM Peak		AM Peak		PM Peak	
			V/C	LOS	V/C	LOS	V/C	LOS	V/C	LOS
1	White Avenue and Arrow Highway	Signal	0.61	B	0.75	D	0.60	B	0.78	D

RTOL = Right-Turn Only Lane



### Queuing at Lordsburg Court

At the Lordsburg Court driveway, the anticipated traffic volumes are approximately 22 trips during the morning peak hour and 29 trips during the evening peak hour. This equates to roughly one vehicle every two minutes entering or exiting the driveway, which is not expected to result in spillback onto Arrow Highway. A queuing analysis was performed at the gated entrance on Lordsburg Court and Arrow Highway to determine the required storage length to prevent vehicles from queuing and backing up onto Arrow Highway while waiting for the gate. The queuing reports are included in **Attachment C**.

**Table 4** summarizes the available storage length and 95<sup>th</sup> percentile queues to the gated community on Lordsburg Court. A 22-ft car length was assumed. As shown below, all queues can be accommodated with the existing storage lengths.

**Table 4: Lordsburg Court Peak Hour Queuing Analysis**

Intersection	Movement	Available Storage Length (Feet)	AM Peak Hour (Feet)	PM Peak Hour (Feet)
Gated Entrance at Lordsburg Court	Inbound Traffic (SBT)	60	0	0

SBT = Southbound Through Lane

### Roadway Segment Analysis

The roadway was also analyzed to determine the impact of the removal of the outer lane to accommodate the bike way. It was analyzed using a volume to capacity ratio with a LOS assigned per **Table 1**. As previously discussed, LOS D is an acceptable LOS. The daily volume of 17,108 VPD, which was collected in 2024, was used and a conservative 2% annual growth rate was applied to obtain the 2026 daily volume. **Table 4** provides a comparison between the capacity of a 6-lane roadway versus a 4-lane roadway. As shown, the roadway would operate at an acceptable LOS A in 2026 with a 4-lane configuration.

**Table 4: Roadway Segment Capacity**

Roadway Segment	From	To	2024 Volume (VPD)	Capacity (# of Lanes / VPD)	2026 Volume (VPD)	Capacity (# of Lanes / VPD)	2024 V/C /LOS	2026 V/C /LOS
Arrow Highway	White Avenue	Lordsburg Court	17,108	6 / 48,000	17,792	4 / 32,000	0.35 / A	0.56 / A

VPD = Vehicle Per Day

### Safety Analysis

Under existing conditions, the third eastbound lane terminates at Lordsburg Court, approximately 560-ft easterly from a signalized intersection of Arrow Highway and White Avenue. East of Lordsburg, there are only two travel lanes. There is an existing warning sign upstream of the traffic signal that indicates that through traffic must merge left. As per the proposed improvement, converting the third eastbound through lane at Arrow Highway and White Avenue into RTOL removes the existing unsafe merge conditions between the signal and Lordsburg Court.

Bicyclists are currently required to travel with vehicular traffic. The project will create a separate bikeway that offers more protection from vehicular traffic in a 40-mph roadway. At intersections such as Lordsburg Court, it is



recommended that green pavement markings be installed to enhance visibility of the bicyclist crossing the intersection. Across the driveway, it's proposed that a dashed line is painted to warn both motorists and bicyclists that they are entering an area where paths will conflict.

Traffic collision data from the previous five years furnished by the La Verne and Pomona Police Departments indicated there were no events of collisions that may be attributed to the merge condition. However, eliminating the merge is expected to only improve safety in this roadway segment.

## CONCLUSION

This analysis evaluated the impacts of modifying lane configurations of Arrow Highway between White Avenue and Lordsburg Court in the City of La Verne. As part of the project, the SGVCOG, in partnership with the City of Pomona, is proposing to construct a two-way Class-IV bikeway along the south side of Arrow Highway, necessitating the removal of the existing third eastbound lane. To address lane transitions at the project's western limit, the existing eastbound shared through/right-turn lane at White Avenue will be converted to a right-turn-only lane. The analysis indicates that, with these improvements, the intersection will continue to operate at an acceptable level of service under both existing and proposed conditions. Additionally, the project will enhance safety for bicycle users and eliminates weaving as a result of the existing merge condition. The analysis indicates that the LOS A will continue to be maintained in the roadway segment.

The removal of the eastbound number three lane to accommodate the bike lane is not expected to significantly affect vehicles entering or exiting the Lordsburg community. The existing storage outside of the gates will continue to satisfy queuing demand should the number three lane be eliminated to allow the Class-IV bikeway. To maintain safe access, enhance pavement markings across the full-access driveway are recommended, improving visibility for exiting drivers and aiding in gap selection. Although "Keep Clear" markings have not historically been used at this driveway, they will be considered in the design process as part of the project along with supplemental signage to reduce Vehicle-Bike conflicts. This approach effectively balances the addition of safe multimodal facilities while protecting the existing flow of traffic with similar level of service and efficient residential access.

**Attachment A**  
**2022 Counts (retrieved from the 1941 N. White Mixed Used Residential Project TIS)**

**CITY TRAFFIC COUNTERS**  
**WWW.CTCOUNTERS.COM**

Council Packet - April 6, 2026

File Name : WhiteAve\_ArrowHwy  
 Site Code : 00000000  
 Start Date : 5/4/2022  
 Page No : 1

**Groups Printed- Vehicles**

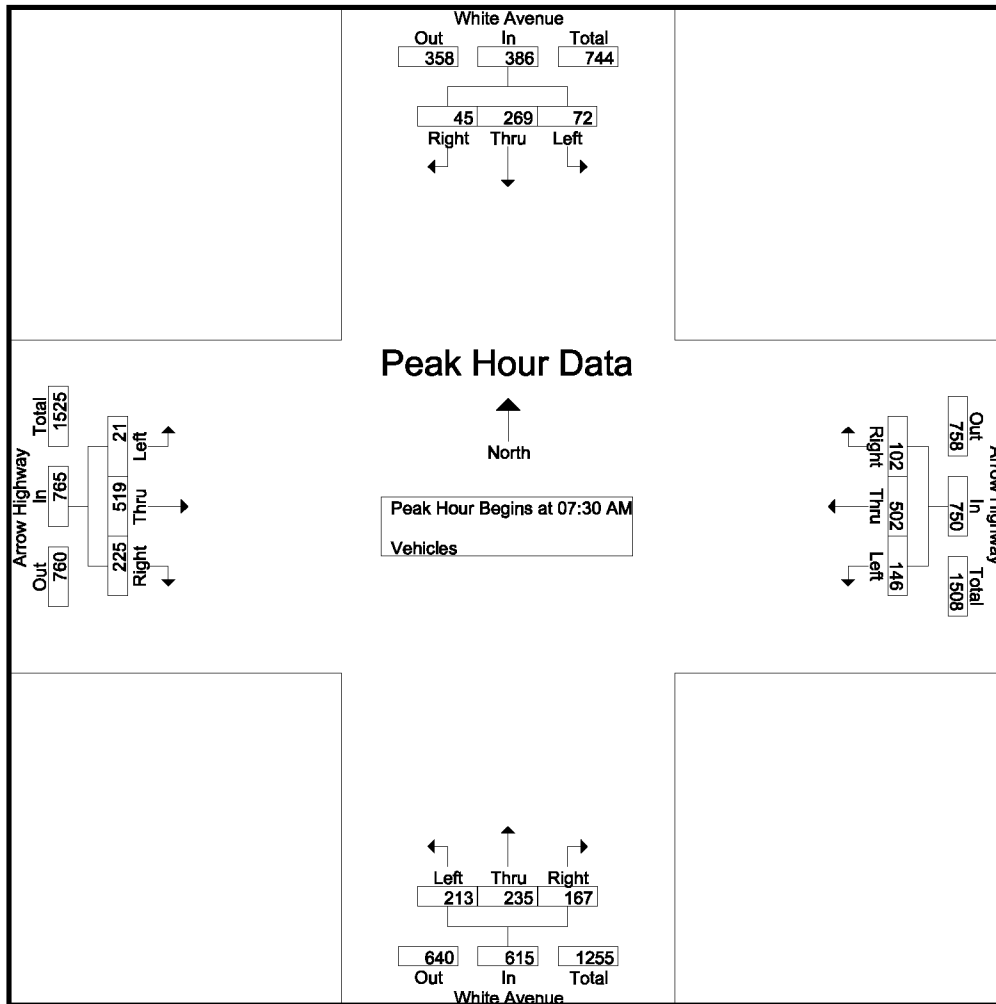
Start Time	White Avenue Southbound			Arrow Highway Westbound			White Avenue Northbound			Arrow Highway Eastbound			Int. Total
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	
07:00 AM	9	39	3	29	108	19	39	33	15	2	53	21	370
07:15 AM	11	62	11	26	115	39	42	62	13	2	76	39	498
07:30 AM	18	67	14	34	144	29	65	55	31	5	108	56	626
07:45 AM	9	76	8	49	138	38	54	61	51	2	133	66	685
Total	47	244	36	138	505	125	200	211	110	11	370	182	2179
08:00 AM	20	69	15	25	110	24	59	73	53	8	154	60	670
08:15 AM	25	57	8	38	110	11	35	46	32	6	124	43	535
08:30 AM	14	56	8	31	87	10	50	50	22	6	63	30	427
08:45 AM	21	29	7	28	92	18	44	47	27	4	83	44	444
Total	80	211	38	122	399	63	188	216	134	24	424	177	2076
04:00 PM	25	98	10	26	98	35	51	80	39	9	253	54	778
04:15 PM	28	81	5	27	114	19	37	92	44	22	240	66	775
04:30 PM	29	89	8	44	106	23	36	98	53	14	280	69	849
04:45 PM	22	90	9	41	92	24	59	70	38	21	264	63	793
Total	104	358	32	138	410	101	183	340	174	66	1037	252	3195
05:00 PM	30	98	8	41	96	23	43	94	48	11	302	77	871
05:15 PM	26	83	7	27	102	24	33	78	35	54	264	63	796
05:30 PM	19	61	13	32	87	17	46	98	43	16	256	70	758
05:45 PM	46	66	3	20	70	20	46	76	38	12	169	74	640
Total	121	308	31	120	355	84	168	346	164	93	991	284	3065
Grand Total	352	1121	137	518	1669	373	739	1113	582	194	2822	895	10515
Apprch %	21.9	69.6	8.5	20.2	65.2	14.6	30.4	45.7	23.9	5	72.2	22.9	
Total %	3.3	10.7	1.3	4.9	15.9	3.5	7	10.6	5.5	1.8	26.8	8.5	

**CITY TRAFFIC COUNTERS**  
**WWW.CTCOUNTERS.COM**

Council Packet - April 6, 2026

File Name : WhiteAve\_ArrowHwy  
 Site Code : 0000000  
 Start Date : 5/4/2022  
 Page No : 2

Start Time	White Avenue Southbound				Arrow Highway Westbound				White Avenue Northbound				Arrow Highway Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
Peak Hour Analysis From 07:00 AM to 08:45 AM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:30 AM																	
07:30 AM	18	67	14	99	34	144	29	207	65	55	31	151	5	108	56	169	626
07:45 AM	9	76	8	93	49	138	38	225	54	61	51	166	2	133	66	201	685
08:00 AM	20	69	15	104	25	110	24	159	59	73	53	185	8	154	60	222	670
08:15 AM	25	57	8	90	38	110	11	159	35	46	32	113	6	124	43	173	535
Total Volume	72	269	45	386	146	502	102	750	213	235	167	615	21	519	225	765	2516
% App. Total	18.7	69.7	11.7		19.5	66.9	13.6		34.6	38.2	27.2		2.7	67.8	29.4		
PHF	.720	.885	.750	.928	.745	.872	.671	.833	.819	.805	.788	.831	.656	.843	.852	.861	.918

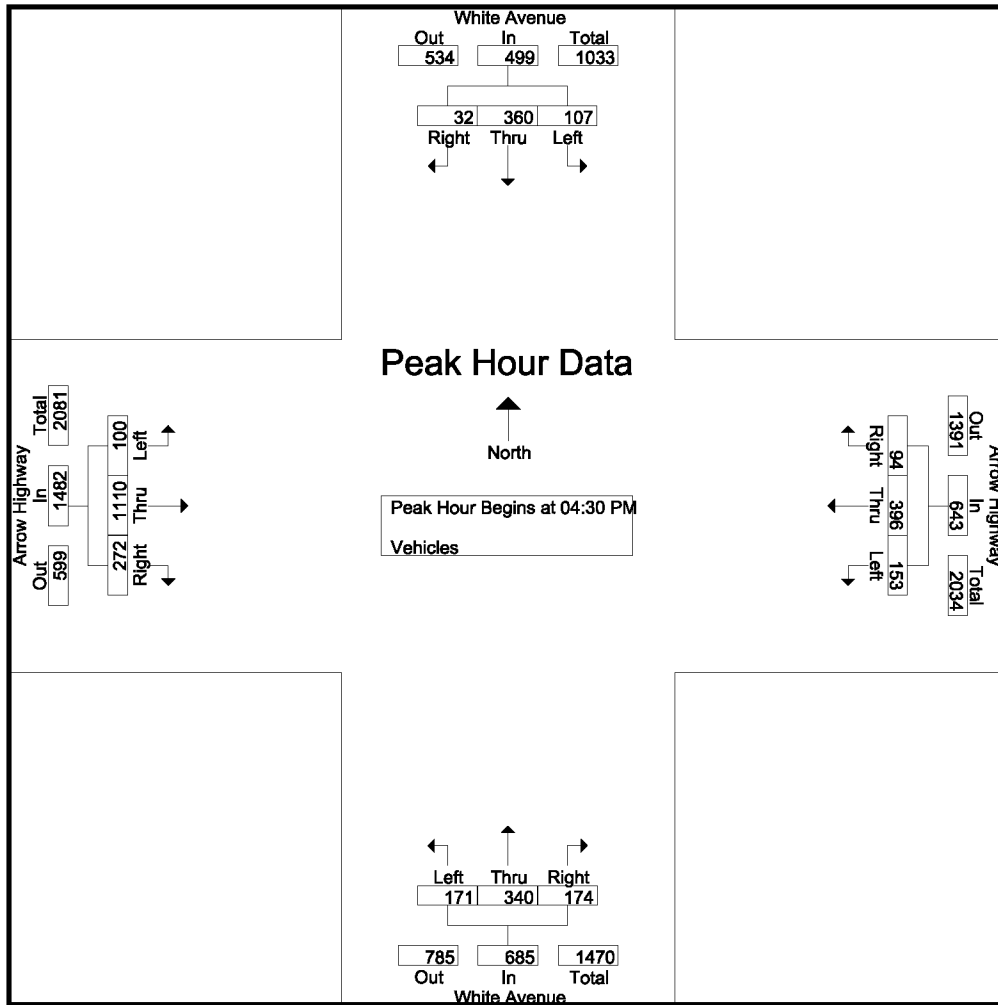


**CITY TRAFFIC COUNTERS**  
**WWW.CTCOUNTERS.COM**

Council Packet - April 6, 2026

File Name : WhiteAve\_ArrowHwy  
 Site Code : 00000000  
 Start Date : 5/4/2022  
 Page No : 3

Start Time	White Avenue Southbound				Arrow Highway Westbound				White Avenue Northbound				Arrow Highway Eastbound				Int. Total
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	
Peak Hour Analysis From 04:00 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	29	89	8	126	44	106	23	173	36	98	53	187	14	280	69	363	849
04:45 PM	22	90	9	121	41	92	24	157	59	70	38	167	21	264	63	348	793
05:00 PM	30	98	8	136	41	96	23	160	43	94	48	185	11	302	77	390	871
05:15 PM	26	83	7	116	27	102	24	153	33	78	35	146	54	264	63	381	796
Total Volume	107	360	32	499	153	396	94	643	171	340	174	685	100	1110	272	1482	3309
% App. Total	21.4	72.1	6.4		23.8	61.6	14.6		25	49.6	25.4		6.7	74.9	18.4		
PHF	.892	.918	.889	.917	.869	.934	.979	.929	.725	.867	.821	.916	.463	.919	.883	.950	.950



**CITY TRAFFIC COUNTERS**  
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Council Packet - April 6, 2026

File Name : WhiteAve\_ArrowHwy\_BP  
 Site Code : 00000000  
 Start Date : 5/4/2022  
 Page No : 1

**Groups Printed- Pedestrians and Bikes**

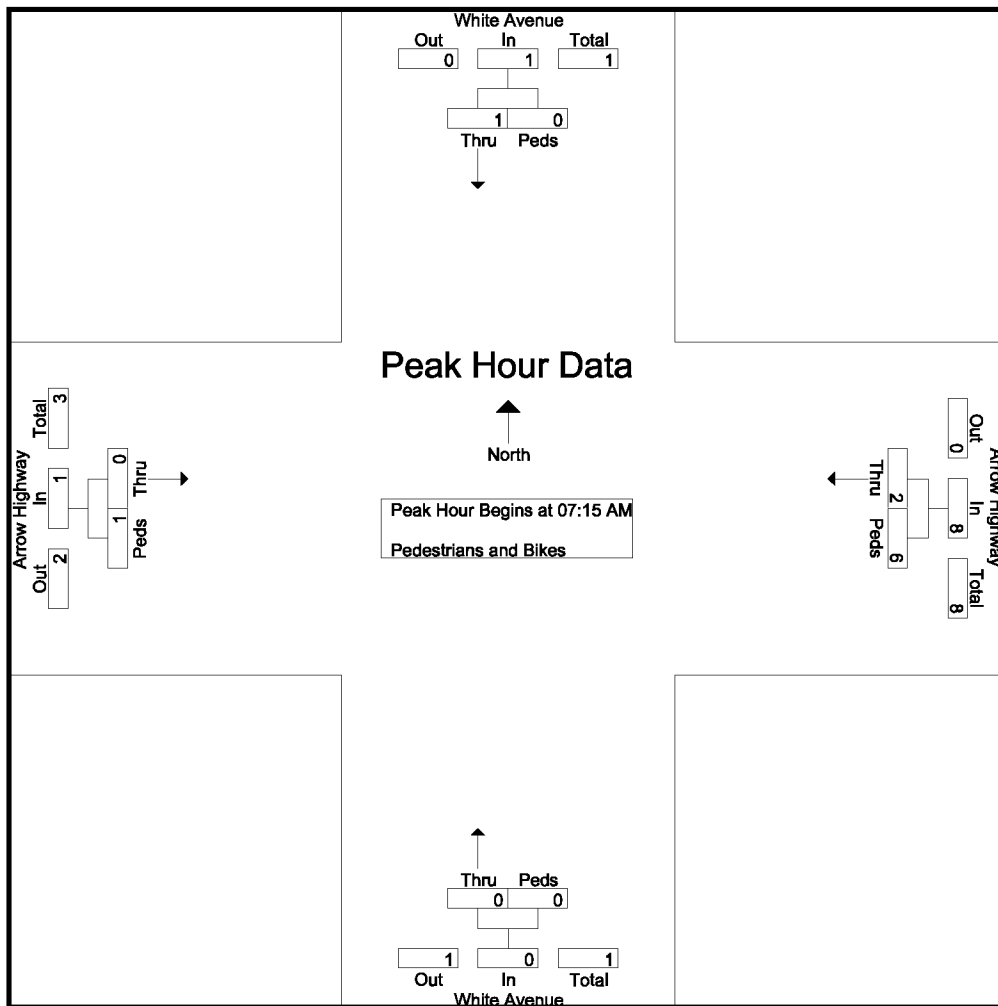
Start Time	White Avenue Southbound		Arrow Highway Westbound		White Avenue Northbound		Arrow Highway Eastbound		Int. Total
	Bikes	Peds	Bikes	Peds	Bikes	Peds	Bikes	Peds	
07:15 AM	0	0	0	6	0	0	0	0	6
07:30 AM	0	0	1	0	0	0	0	0	1
07:45 AM	0	0	0	0	0	0	0	1	1
Total	0	0	1	6	0	0	0	1	8
08:00 AM	1	0	1	0	0	0	0	0	2
Total	1	0	1	0	0	0	0	0	2
04:00 PM	1	0	0	0	0	0	2	2	5
04:15 PM	0	0	0	1	0	0	0	2	3
04:30 PM	1	0	0	0	0	0	1	1	3
Total	2	0	0	1	0	0	3	5	11
05:15 PM	0	0	0	0	1	1	0	0	2
05:30 PM	0	0	1	0	0	0	0	0	1
05:45 PM	0	0	0	0	0	0	1	6	7
Total	0	0	1	0	1	1	1	6	10
Grand Total	3	0	3	7	1	1	4	12	31
Apprch %	100	0	30	70	50	50	25	75	
Total %	9.7	0	9.7	22.6	3.2	3.2	12.9	38.7	

**CITY TRAFFIC COUNTERS**  
**WWW.CTCOUNTERS.COM**

Council Packet - April 6, 2026

File Name : WhiteAve\_ArrowHwy\_BP  
 Site Code : 00000000  
 Start Date : 5/4/2022  
 Page No : 2

Start Time	White Avenue Southbound			Arrow Highway Westbound			White Avenue Northbound			Arrow Highway Eastbound			Int. Total
	Bikes	Peds	App. Total	Bikes	Peds	App. Total	Bikes	Peds	App. Total	Bikes	Peds	App. Total	
Peak Hour Analysis From 07:00 AM to 08:45 AM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 07:15 AM													
07:15 AM	0	0	0	0	6	6	0	0	0	0	0	0	6
07:30 AM	0	0	0	1	0	1	0	0	0	0	0	0	1
07:45 AM	0	0	0	0	0	0	0	0	0	0	1	1	1
08:00 AM	1	0	1	1	0	1	0	0	0	0	0	0	2
Total Volume	1	0	1	2	6	8	0	0	0	0	1	1	10
% App. Total	100	0		25	75		0	0		0	100		
PHF	.250	.000	.250	.500	.250	.333	.000	.000	.000	.000	.250	.250	.417

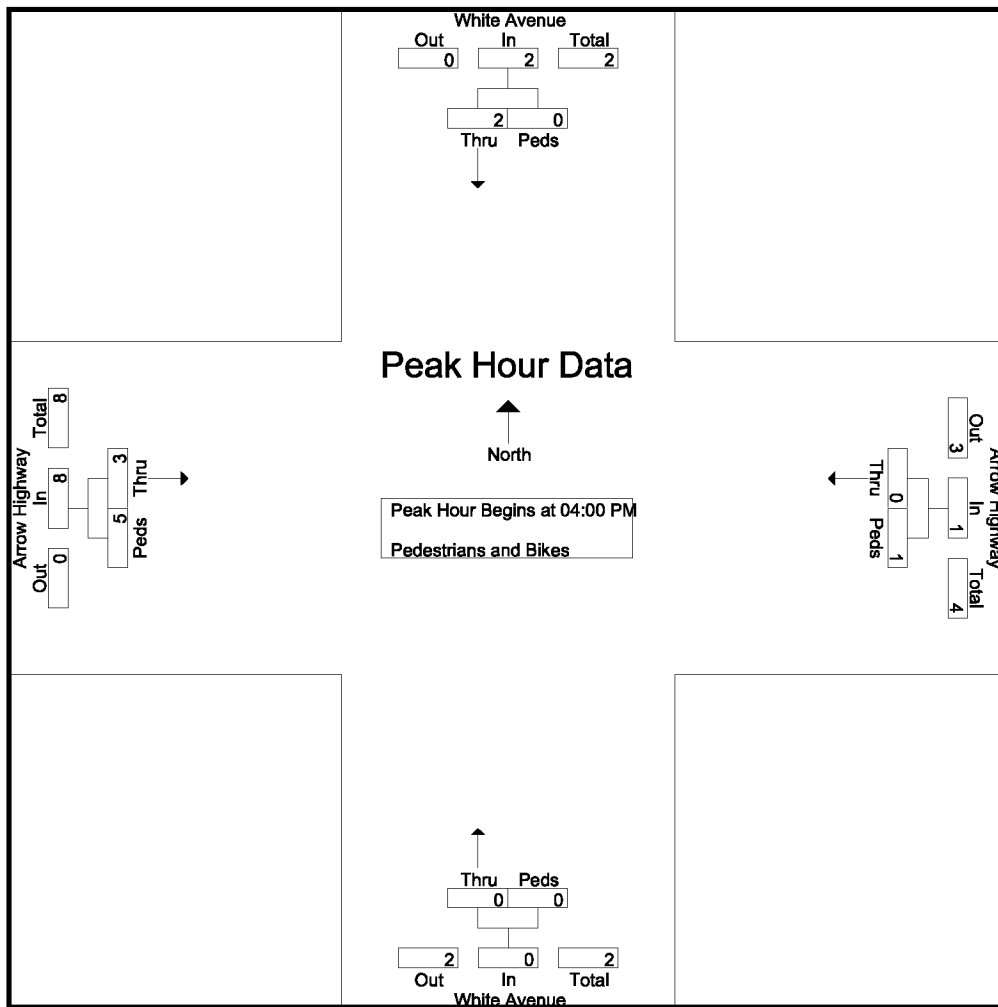


**CITY TRAFFIC COUNTERS**  
**WWW.CTCOUNTERS.COM**

Council Packet - April 6, 2026

File Name : WhiteAve\_ArrowHwy\_BP  
 Site Code : 00000000  
 Start Date : 5/4/2022  
 Page No : 3

Start Time	White Avenue Southbound			Arrow Highway Westbound			White Avenue Northbound			Arrow Highway Eastbound			Int. Total
	Bikes	Peds	App. Total	Bikes	Peds	App. Total	Bikes	Peds	App. Total	Bikes	Peds	App. Total	
Peak Hour Analysis From 04:00 PM to 05:45 PM - Peak 1 of 1													
Peak Hour for Entire Intersection Begins at 04:00 PM													
04:00 PM	1	0	1	0	0	0	0	0	0	2	2	4	5
04:15 PM	0	0	0	0	1	1	0	0	0	0	2	2	3
04:30 PM	1	0	1	0	0	0	0	0	0	1	1	2	3
04:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Volume	2	0	2	0	1	1	0	0	0	3	5	8	11
% App. Total	100	0		0	100		0	0		37.5	62.5		
PHF	.500	.000	.500	.000	.250	.250	.000	.000	.000	.375	.625	.500	.550



**Attachment B**  
**Level of Service Worksheets**

### Intersection Capacity Utilization 3: White Ave & Arrow Hwy

02/06/2026

Movement	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Lane Configurations												
Volume (vph)	213	235	167	72	269	45	21	519	225	146	502	102
Pedestrians												
Ped Button												
Pedestrian Timing (s)												
Free Right	No			No			No			No		
Ideal Flow	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lost Time (s)	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.0	4.5	4.5	4.5
Minimum Green (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	4.0	5.0	5.0	5.0
Refr Cycle Length (s)	120	120	120	120	120	120	120	120	120	120	120	120
Volume Combined (vph)	213	235	167	72	269	45	21	744	0	146	502	102
Lane Utilization Factor	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.91	1.00	1.00	0.95	1.00
Turning Factor (vph)	0.95	1.00	0.85	0.95	1.00	0.85	0.95	0.95	0.85	0.95	1.00	0.85
Saturated Flow (vph)	1805	3618	1615	1805	3618	1615	1805	4941	0	1805	3618	1615
Ped Intf Time (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pedestrian Frequency (%)	0.00			0.00			0.00			0.00		
Protected Option Allowed	Yes			Yes			Yes			Yes		
Reference Time (s)	14.2	7.8	12.4	4.8	8.9	3.3	1.4	18.1	0.0	9.7	16.7	7.6
Adj Reference Time (s)	18.7	12.3	16.9	9.5	13.4	9.5	9.5	22.6	0.0	14.2	21.2	12.1
Permitted Option												
Adj Saturation A (vph)	120	1809		120	1809		120	1647		120	1809	
Reference Time A (s)	212.4	7.8		71.8	8.9		20.9	18.1		145.6	16.7	
Adj Saturation B (vph)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time B (s)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time (s)		212.4			71.8			20.9			145.6	
Adj Reference Time (s)		216.9			76.3			25.4			150.1	
Split Option												
Ref Time Combined (s)	14.2	7.8		4.8	8.9		1.4	18.1		9.7	16.7	
Ref Time Seperate (s)	14.2	7.8		4.8	8.9		1.4	12.6		9.7	16.7	
Reference Time (s)	14.2	14.2		8.9	8.9		18.1	18.1		16.7	16.7	
Adj Reference Time (s)	18.7	18.7		13.4	13.4		22.6	22.6		21.2	21.2	
Summary												
	NB SB		NW SE		Combined							
Protected Option (s)	32.1		36.8									
Permitted Option (s)	216.9		150.1									
Split Option (s)	32.1		43.7									
Minimum (s)	32.1		36.8		68.9							
Right Turns												
	NBR		SBR		NWR							
Adj Reference Time (s)	16.9		9.5		12.1							
Cross Thru Ref Time (s)	22.6		21.2		12.3							
Oncoming Left Ref Time (s)	9.5		18.7		9.5							
Combined (s)	49.0		49.3		33.9							
Intersection Summary												
Intersection Capacity Utilization			57.4%		ICU Level of Service		B					
Reference Times and Phasing Options do not represent an optimized timing plan.												

### Intersection Capacity Utilization 3: White Ave & Arrow Hwy

02/06/2026

























Movement	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Lane Configurations												
Volume (vph)	171	340	174	107	360	32	100	1110	272	153	396	94
Pedestrians												
Ped Button												
Pedestrian Timing (s)												
Free Right			No			No			No			No
Ideal Flow	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lost Time (s)	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.0	4.5	4.5	4.5
Minimum Green (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	4.0	5.0	5.0	5.0
Refr Cycle Length (s)	120	120	120	120	120	120	120	120	120	120	120	120
Volume Combined (vph)	171	340	174	107	360	32	100	1382	0	153	396	94
Lane Utilization Factor	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.91	1.00	1.00	0.95	1.00
Turning Factor (vph)	0.95	1.00	0.85	0.95	1.00	0.85	0.95	0.97	0.85	0.95	1.00	0.85
Saturated Flow (vph)	1805	3618	1615	1805	3618	1615	1805	5023	0	1805	3618	1615
Ped Intf Time (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pedestrian Frequency (%)		0.00			0.00			0.00			0.00	
Protected Option Allowed		Yes			Yes			Yes			Yes	
Reference Time (s)	11.4	11.3	12.9	7.1	11.9	2.4	6.6	33.0	0.0	10.2	13.1	7.0
Adj Reference Time (s)	15.9	15.8	17.4	11.6	16.4	9.5	11.1	37.5	0.0	14.7	17.6	11.5
Permitted Option												
Adj Saturation A (vph)	120	1809		120	1809		120	1674		120	1809	
Reference Time A (s)	170.5	11.3		106.7	11.9		99.7	33.0		152.6	13.1	
Adj Saturation B (vph)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time B (s)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time (s)		170.5			106.7			99.7			152.6	
Adj Reference Time (s)		175.0			111.2			104.2			157.1	
Split Option												
Ref Time Combined (s)	11.4	11.3		7.1	11.9		6.6	33.0		10.2	13.1	
Ref Time Seperate (s)	11.4	11.3		7.1	11.9		6.6	26.5		10.2	13.1	
Reference Time (s)	11.4	11.4		11.9	11.9		33.0	33.0		13.1	13.1	
Adj Reference Time (s)	15.9	15.9		16.4	16.4		37.5	37.5		17.6	17.6	
Summary												
	NB SB		NW SE		Combined							
Protected Option (s)	32.3		52.2									
Permitted Option (s)	175.0		157.1									
Split Option (s)	32.3		55.2									
Minimum (s)	32.3		52.2		84.5							
Right Turns												
	NBR		SBR		NWR							
Adj Reference Time (s)	17.4		9.5		11.5							
Cross Thru Ref Time (s)	37.5		17.6		15.8							
Oncoming Left Ref Time (s)	11.6		15.9		11.1							
Combined (s)	66.6		43.0		38.4							
Intersection Summary												
Intersection Capacity Utilization			70.4%		ICU Level of Service		C					
Reference Times and Phasing Options do not represent an optimized timing plan.												

Existing PM Peak Hour

Synchro 12 Report  
Page 1

### Intersection Capacity Utilization 3: White Ave & Arrow Hwy

02/06/2026

												
Movement	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Lane Configurations												
Volume (vph)	213	235	167	72	269	45	21	519	225	146	502	102
Pedestrians												
Ped Button												
Pedestrian Timing (s)												
Free Right			No			No			No			No
Ideal Flow	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lost Time (s)	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
Minimum Green (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Refr Cycle Length (s)	120	120	120	120	120	120	120	120	120	120	120	120
Volume Combined (vph)	213	235	167	72	269	45	21	519	225	146	502	102
Lane Utilization Factor	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Turning Factor (vph)	0.95	1.00	0.85	0.95	1.00	0.85	0.95	1.00	0.85	0.95	1.00	0.85
Saturated Flow (vph)	1805	3618	1615	1805	3618	1615	1805	3618	1615	1805	3618	1615
Ped Intf Time (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pedestrian Frequency (%)		0.00			0.00			0.00			0.00	
Protected Option Allowed		Yes			Yes			Yes			Yes	
Reference Time (s)	14.2	7.8	12.4	4.8	8.9	3.3	1.4	17.2	16.7	9.7	16.7	7.6
Adj Reference Time (s)	18.7	12.3	16.9	9.5	13.4	9.5	9.5	21.7	21.2	14.2	21.2	12.1
Permitted Option												
Adj Saturation A (vph)	120	1809		120	1809		120	1809		120	1809	
Reference Time A (s)	212.4	7.8		71.8	8.9		20.9	17.2		145.6	16.7	
Adj Saturation B (vph)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time B (s)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time (s)		212.4			71.8			20.9			145.6	
Adj Reference Time (s)		216.9			76.3			25.4			150.1	
Split Option												
Ref Time Combined (s)	14.2	7.8		4.8	8.9		1.4	17.2		9.7	16.7	
Ref Time Seperate (s)	14.2	7.8		4.8	8.9		1.4	17.2		9.7	16.7	
Reference Time (s)	14.2	14.2		8.9	8.9		17.2	17.2		16.7	16.7	
Adj Reference Time (s)	18.7	18.7		13.4	13.4		21.7	21.7		21.2	21.2	
Summary	NB SB		NW SE		Combined							
Protected Option (s)	32.1		35.9									
Permitted Option (s)	216.9		150.1									
Split Option (s)	32.1		42.9									
Minimum (s)	32.1		35.9		68.0							
Right Turns	NBR	SBR	SER	NWR								
Adj Reference Time (s)	16.9	9.5	21.2	12.1								
Cross Thru Ref Time (s)	21.7	21.2	13.4	12.3								
Oncoming Left Ref Time (s)	9.5	18.7	14.2	9.5								
Combined (s)	48.1	49.3	48.8	33.9								
Intersection Summary												
Intersection Capacity Utilization			56.7%		ICU Level of Service					B		
Reference Times and Phasing Options do not represent an optimized timing plan.												

Existing AM Peak Hour (RTOL)

Synchro 12 Report  
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### Intersection Capacity Utilization 3: White Ave & Arrow Hwy

02/06/2026

Movement	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Lane Configurations												
Volume (vph)	171	340	174	107	360	32	100	1110	272	153	396	94
Pedestrians												
Ped Button												
Pedestrian Timing (s)												
Free Right	No			No			No			No		
Ideal Flow	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lost Time (s)	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
Minimum Green (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Refr Cycle Length (s)	120	120	120	120	120	120	120	120	120	120	120	120
Volume Combined (vph)	171	340	174	107	360	32	100	1110	272	153	396	94
Lane Utilization Factor	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Turning Factor (vph)	0.95	1.00	0.85	0.95	1.00	0.85	0.95	1.00	0.85	0.95	1.00	0.85
Saturated Flow (vph)	1805	3618	1615	1805	3618	1615	1805	3618	1615	1805	3618	1615
Ped Intf Time (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pedestrian Frequency (%)	0.00		0.00		0.00		0.00		0.00		0.00	
Protected Option Allowed	Yes		Yes		Yes		Yes		Yes		Yes	
Reference Time (s)	11.4	11.3	12.9	7.1	11.9	2.4	6.6	36.8	20.2	10.2	13.1	7.0
Adj Reference Time (s)	15.9	15.8	17.4	11.6	16.4	9.5	11.1	41.3	24.7	14.7	17.6	11.5
Permitted Option												
Adj Saturation A (vph)	120	1809	120	1809	120	1809	120	1809	120	1809	120	1809
Reference Time A (s)	170.5	11.3	106.7	11.9	99.7	36.8	152.6	13.1	170.5	11.3	106.7	11.9
Adj Saturation B (vph)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Reference Time B (s)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Reference Time (s)	170.5		106.7		99.7		152.6		170.5		11.3	
Adj Reference Time (s)	175.0		111.2		104.2		157.1		175.0		11.3	
Split Option												
Ref Time Combined (s)	11.4	11.3	7.1	11.9	6.6	36.8	10.2	13.1	11.4	11.3	7.1	11.9
Ref Time Seperate (s)	11.4	11.3	7.1	11.9	6.6	36.8	10.2	13.1	11.4	11.3	7.1	11.9
Reference Time (s)	11.4	11.4	11.9	11.9	36.8	36.8	13.1	13.1	11.4	11.4	11.9	11.9
Adj Reference Time (s)	15.9	15.9	16.4	16.4	41.3	41.3	17.6	17.6	15.9	15.9	16.4	16.4
Summary												
	NB SB		NW SE		Combined							
Protected Option (s)	32.3		56.0		88.3							
Permitted Option (s)	175.0		157.1									
Split Option (s)	32.3		59.0									
Minimum (s)	32.3		56.0		88.3							
Right Turns												
	NBR	SBR	SER	NWR								
Adj Reference Time (s)	17.4	9.5	24.7	11.5								
Cross Thru Ref Time (s)	41.3	17.6	16.4	15.8								
Oncoming Left Ref Time (s)	11.6	15.9	14.7	11.1								
Combined (s)	70.4	43.0	55.8	38.4								
Intersection Summary												
Intersection Capacity Utilization	73.6%		ICU Level of Service		D							
Reference Times and Phasing Options do not represent an optimized timing plan.												

Existing PM Peak Hour (RTOL)

Synchro 12 Report  
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### Intersection Capacity Utilization 3: White Ave & Arrow Hwy

02/06/2026

Movement	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Lane Configurations												
Volume (vph)	230	254	180	78	291	49	23	561	243	158	542	110
Pedestrians												
Ped Button												
Pedestrian Timing (s)												
Free Right	No			No			No			No		
Ideal Flow	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lost Time (s)	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.0	4.5	4.5	4.5
Minimum Green (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	4.0	5.0	5.0	5.0
Refr Cycle Length (s)	120	120	120	120	120	120	120	120	120	120	120	120
Volume Combined (vph)	230	254	180	78	291	49	23	804	0	158	542	110
Lane Utilization Factor	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.91	1.00	1.00	0.95	1.00
Turning Factor (vph)	0.95	1.00	0.85	0.95	1.00	0.85	0.95	0.95	0.85	0.95	1.00	0.85
Saturated Flow (vph)	1805	3618	1615	1805	3618	1615	1805	4941	0	1805	3618	1615
Ped Intf Time (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pedestrian Frequency (%)	0.00			0.00			0.00			0.00		
Protected Option Allowed	Yes			Yes			Yes			Yes		
Reference Time (s)	15.3	8.4	13.4	5.2	9.6	3.6	1.5	19.5	0.0	10.5	18.0	8.2
Adj Reference Time (s)	19.8	12.9	17.9	9.7	14.1	9.5	9.5	24.0	0.0	15.0	22.5	12.7
Permitted Option												
Adj Saturation A (vph)	120	1809		120	1809		120	1647		120	1809	
Reference Time A (s)	229.4	8.4		77.5	9.6		22.6	19.5		157.2	18.0	
Adj Saturation B (vph)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time B (s)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time (s)		229.4			77.5			22.6			157.2	
Adj Reference Time (s)		233.9			82.0			27.1			161.7	
Split Option												
Ref Time Combined (s)	15.3	8.4		5.2	9.6		1.5	19.5		10.5	18.0	
Ref Time Seperate (s)	15.3	8.4		5.2	9.6		1.5	13.6		10.5	18.0	
Reference Time (s)	15.3	15.3		9.6	9.6		19.5	19.5		18.0	18.0	
Adj Reference Time (s)	19.8	19.8		14.1	14.1		24.0	24.0		22.5	22.5	
Summary												
	NB SB		NW SE		Combined							
Protected Option (s)	33.9		39.0									
Permitted Option (s)	233.9		161.7									
Split Option (s)	33.9		46.5									
Minimum (s)	33.9		39.0		72.9							
Right Turns												
	NBR		SBR		NWR							
Adj Reference Time (s)	17.9		9.5		12.7							
Cross Thru Ref Time (s)	24.0		22.5		12.9							
Oncoming Left Ref Time (s)	9.7		19.8		9.5							
Combined (s)	51.6		51.8		35.1							
Intersection Summary												
Intersection Capacity Utilization			60.8%		ICU Level of Service				B			
Reference Times and Phasing Options do not represent an optimized timing plan.												

























### Intersection Capacity Utilization 3: White Ave & Arrow Hwy

02/06/2026

Movement	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Lane Configurations												
Volume (vph)	185	367	188	116	389	35	108	1199	294	165	428	102
Pedestrians												
Ped Button												
Pedestrian Timing (s)												
Free Right	No			No			No			No		
Ideal Flow	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lost Time (s)	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.0	4.5	4.5	4.5
Minimum Green (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	4.0	5.0	5.0	5.0
Refr Cycle Length (s)	120	120	120	120	120	120	120	120	120	120	120	120
Volume Combined (vph)	185	367	188	116	389	35	108	1493	0	165	428	102
Lane Utilization Factor	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.91	1.00	1.00	0.95	1.00
Turning Factor (vph)	0.95	1.00	0.85	0.95	1.00	0.85	0.95	0.97	0.85	0.95	1.00	0.85
Saturated Flow (vph)	1805	3618	1615	1805	3618	1615	1805	5023	0	1805	3618	1615
Ped Intf Time (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pedestrian Frequency (%)	0.00			0.00			0.00			0.00		
Protected Option Allowed	Yes			Yes			Yes			Yes		
Reference Time (s)	12.3	12.2	14.0	7.7	12.9	2.6	7.2	35.7	0.0	11.0	14.2	7.5
Adj Reference Time (s)	16.8	16.7	18.5	12.2	17.4	9.5	11.7	40.2	0.0	15.5	18.7	12.0
Permitted Option												
Adj Saturation A (vph)	120	1809	120	1809	120	1674	120	1809	120	1809	120	1809
Reference Time A (s)	184.2	12.2	115.2	12.9	107.7	35.7	164.8	14.2	164.8	14.2	164.8	14.2
Adj Saturation B (vph)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Reference Time B (s)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Reference Time (s)	184.2		115.2		107.7		164.8		14.2		164.8	
Adj Reference Time (s)	188.7		119.7		112.2		169.3		14.2		169.3	
Split Option												
Ref Time Combined (s)	12.3	12.2	7.7	12.9	7.2	35.7	11.0	14.2	11.0	14.2	11.0	14.2
Ref Time Seperate (s)	12.3	12.2	7.7	12.9	7.2	28.6	11.0	14.2	11.0	14.2	11.0	14.2
Reference Time (s)	12.3	12.3	12.9	12.9	35.7	35.7	14.2	14.2	14.2	14.2	14.2	14.2
Adj Reference Time (s)	16.8	16.8	17.4	17.4	40.2	40.2	18.7	18.7	18.7	18.7	18.7	18.7
Summary												
	NB SB		NW SE		Combined							
Protected Option (s)	34.2		55.6		89.8							
Permitted Option (s)	188.7		169.3									
Split Option (s)	34.2		58.8									
Minimum (s)	34.2		55.6		89.8							
Right Turns												
	NBR		SBR		NWR							
Adj Reference Time (s)	18.5		9.5		12.0							
Cross Thru Ref Time (s)	40.2		18.7		16.7							
Oncoming Left Ref Time (s)	12.2		16.8		11.7							
Combined (s)	70.8		45.0		40.4							
Intersection Summary												
Intersection Capacity Utilization	74.8%		ICU Level of Service		D							
Reference Times and Phasing Options do not represent an optimized timing plan.												

### Intersection Capacity Utilization 3: White Ave & Arrow Hwy

02/06/2026

												
Movement	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Lane Configurations												
Volume (vph)	230	254	180	78	291	49	23	561	243	158	542	110
Pedestrians												
Ped Button												
Pedestrian Timing (s)												
Free Right	No			No			No			No		
Ideal Flow	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lost Time (s)	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
Minimum Green (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Refr Cycle Length (s)	120	120	120	120	120	120	120	120	120	120	120	120
Volume Combined (vph)	230	254	180	78	291	49	23	561	243	158	542	110
Lane Utilization Factor	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Turning Factor (vph)	0.95	1.00	0.85	0.95	1.00	0.85	0.95	1.00	0.85	0.95	1.00	0.85
Saturated Flow (vph)	1805	3618	1615	1805	3618	1615	1805	3618	1615	1805	3618	1615
Ped Intf Time (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pedestrian Frequency (%)	0.00			0.00			0.00			0.00		
Protected Option Allowed	Yes			Yes			Yes			Yes		
Reference Time (s)	15.3	8.4	13.4	5.2	9.6	3.6	1.5	18.6	18.1	10.5	18.0	8.2
Adj Reference Time (s)	19.8	12.9	17.9	9.7	14.1	9.5	9.5	23.1	22.6	15.0	22.5	12.7
Permitted Option												
Adj Saturation A (vph)	120	1809		120	1809		120	1809		120	1809	
Reference Time A (s)	229.4	8.4		77.5	9.6		22.6	18.6		157.2	18.0	
Adj Saturation B (vph)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time B (s)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time (s)		229.4			77.5			22.6			157.2	
Adj Reference Time (s)		233.9			82.0			27.1			161.7	
Split Option												
Ref Time Combined (s)	15.3	8.4		5.2	9.6		1.5	18.6		10.5	18.0	
Ref Time Seperate (s)	15.3	8.4		5.2	9.6		1.5	18.6		10.5	18.0	
Reference Time (s)	15.3	15.3		9.6	9.6		18.6	18.6		18.0	18.0	
Adj Reference Time (s)	19.8	19.8		14.1	14.1		23.1	23.1		22.5	22.5	
Summary												
	NB SB		NW SE		Combined							
Protected Option (s)	33.9		38.1									
Permitted Option (s)	233.9		161.7									
Split Option (s)	33.9		45.6									
Minimum (s)	33.9		38.1		72.0							
Right Turns												
	NBR	SBR	SER	NWR								
Adj Reference Time (s)	17.9	9.5	22.6	12.7								
Cross Thru Ref Time (s)	23.1	22.5	14.1	12.9								
Oncoming Left Ref Time (s)	9.7	19.8	15.0	9.5								
Combined (s)	50.7	51.8	51.7	35.1								
Intersection Summary												
Intersection Capacity Utilization	60.0%		ICU Level of Service						B			
Reference Times and Phasing Options do not represent an optimized timing plan.												

### Intersection Capacity Utilization 3: White Ave & Arrow Hwy

02/06/2026

Movement	NBL	NBT	NBR	SBL	SBT	SBR	SEL	SET	SER	NWL	NWT	NWR
Lane Configurations												
Volume (vph)	185	367	188	116	389	35	108	1199	294	165	428	102
Pedestrians												
Ped Button												
Pedestrian Timing (s)												
Free Right			No			No			No			No
Ideal Flow	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lost Time (s)	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
Minimum Green (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Refr Cycle Length (s)	120	120	120	120	120	120	120	120	120	120	120	120
Volume Combined (vph)	185	367	188	116	389	35	108	1199	294	165	428	102
Lane Utilization Factor	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Turning Factor (vph)	0.95	1.00	0.85	0.95	1.00	0.85	0.95	1.00	0.85	0.95	1.00	0.85
Saturated Flow (vph)	1805	3618	1615	1805	3618	1615	1805	3618	1615	1805	3618	1615
Ped Intf Time (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pedestrian Frequency (%)		0.00			0.00			0.00			0.00	
Protected Option Allowed		Yes			Yes			Yes			Yes	
Reference Time (s)	12.3	12.2	14.0	7.7	12.9	2.6	7.2	39.8	21.8	11.0	14.2	7.5
Adj Reference Time (s)	16.8	16.7	18.5	12.2	17.4	9.5	11.7	44.3	26.3	15.5	18.7	12.0
Permitted Option												
Adj Saturation A (vph)	120	1809		120	1809		120	1809		120	1809	
Reference Time A (s)	184.2	12.2		115.2	12.9		107.7	39.8		164.8	14.2	
Adj Saturation B (vph)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time B (s)	NA	NA		NA	NA		NA	NA		NA	NA	
Reference Time (s)		184.2			115.2			107.7			164.8	
Adj Reference Time (s)		188.7			119.7			112.2			169.3	
Split Option												
Ref Time Combined (s)	12.3	12.2		7.7	12.9		7.2	39.8		11.0	14.2	
Ref Time Seperate (s)	12.3	12.2		7.7	12.9		7.2	39.8		11.0	14.2	
Reference Time (s)	12.3	12.3		12.9	12.9		39.8	39.8		14.2	14.2	
Adj Reference Time (s)	16.8	16.8		17.4	17.4		44.3	44.3		18.7	18.7	
Summary	NB SB		NW SE		Combined							
Protected Option (s)	34.2		59.8									
Permitted Option (s)	188.7		169.3									
Split Option (s)	34.2		63.0									
Minimum (s)	34.2		59.8		93.9							
Right Turns	NBR	SBR	SER	NWR								
Adj Reference Time (s)	18.5	9.5	26.3	12.0								
Cross Thru Ref Time (s)	44.3	18.7	17.4	16.7								
Oncoming Left Ref Time (s)	12.2	16.8	15.5	11.7								
Combined (s)	74.9	45.0	59.2	40.4								
Intersection Summary												
Intersection Capacity Utilization			78.3%		ICU Level of Service					D		
Reference Times and Phasing Options do not represent an optimized timing plan.												

**Attachment C**  
**Queuing Analysis at Gated Community**

Queues

9: Lordsburg Ct & Gated Entrances

03/11/2026

	↑	↓
Lane Group	NBT	SBT
Lane Group Flow (vph)	17	7
v/c Ratio	0.01	0.00
Control Delay (s/veh)	0.0	0.0
Queue Delay	0.0	0.0
Total Delay (s/veh)	0.0	0.0
Queue Length 50th (ft)	0	0
Queue Length 95th (ft)	0	0
Internal Link Dist (ft)	188	32
Turn Bay Length (ft)		
Base Capacity (vph)	1863	1863
Starvation Cap Reductn	0	0
Spillback Cap Reductn	0	0
Storage Cap Reductn	0	0
Reduced v/c Ratio	0.01	0.00
Intersection Summary		

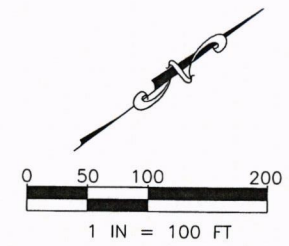
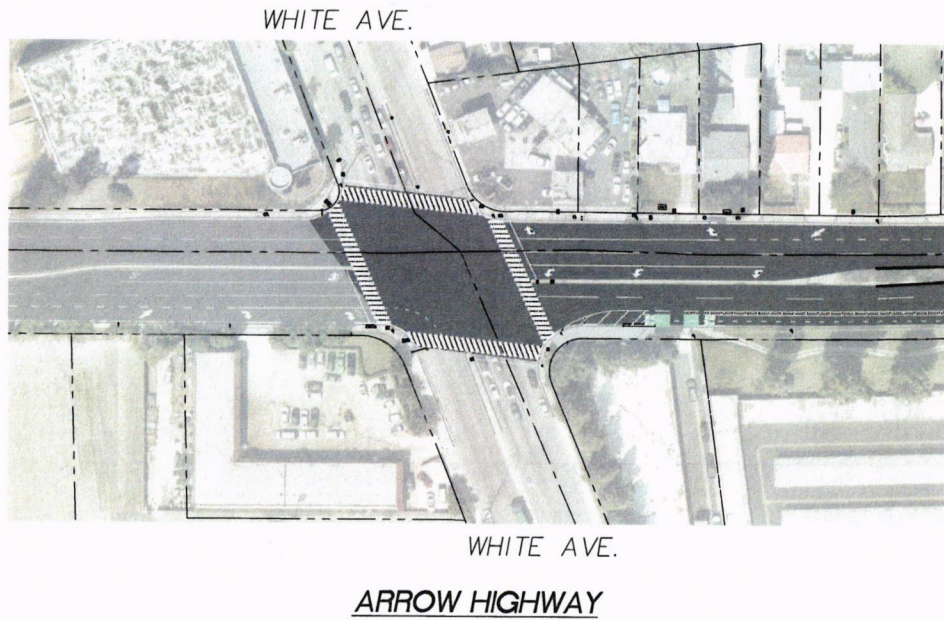
Queues

9: Lordsburg Ct & Gated Entrance

03/11/2026



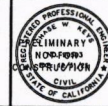
Lane Group	NBT	SBT
Lane Group Flow (vph)	13	20
v/c Ratio	0.01	0.01
Control Delay (s/veh)	0.0	0.0
Queue Delay	0.0	0.0
Total Delay (s/veh)	0.0	0.0
Queue Length 50th (ft)	0	0
Queue Length 95th (ft)	0	0
Internal Link Dist (ft)	239	1
Turn Bay Length (ft)		
Base Capacity (vph)	1863	1863
Starvation Cap Reductn	0	0
Spillback Cap Reductn	0	0
Storage Cap Reductn	0	0
Reduced v/c Ratio	0.01	0.01
Intersection Summary		



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**BASIS OF BEARING:**  
THE BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983 (NAD83), ZONE 5 DATUM, BASED LOCALLY ON A LINE BETWEEN NOS CONTROL POINTS EV3794 AND EV3841, BEING N84°30'29" W, 1991.35 EPOCH.

**BENCHMARK:**  
LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. J02172. DESCRIPTION: RBM1 TAG IN S 08 1/4" E/O BOX @ SE COR ARROW HWY & CAREY AVE 58FT E/O & 39.4FT S/O C/L INT. ELEVATION = 1041.094.

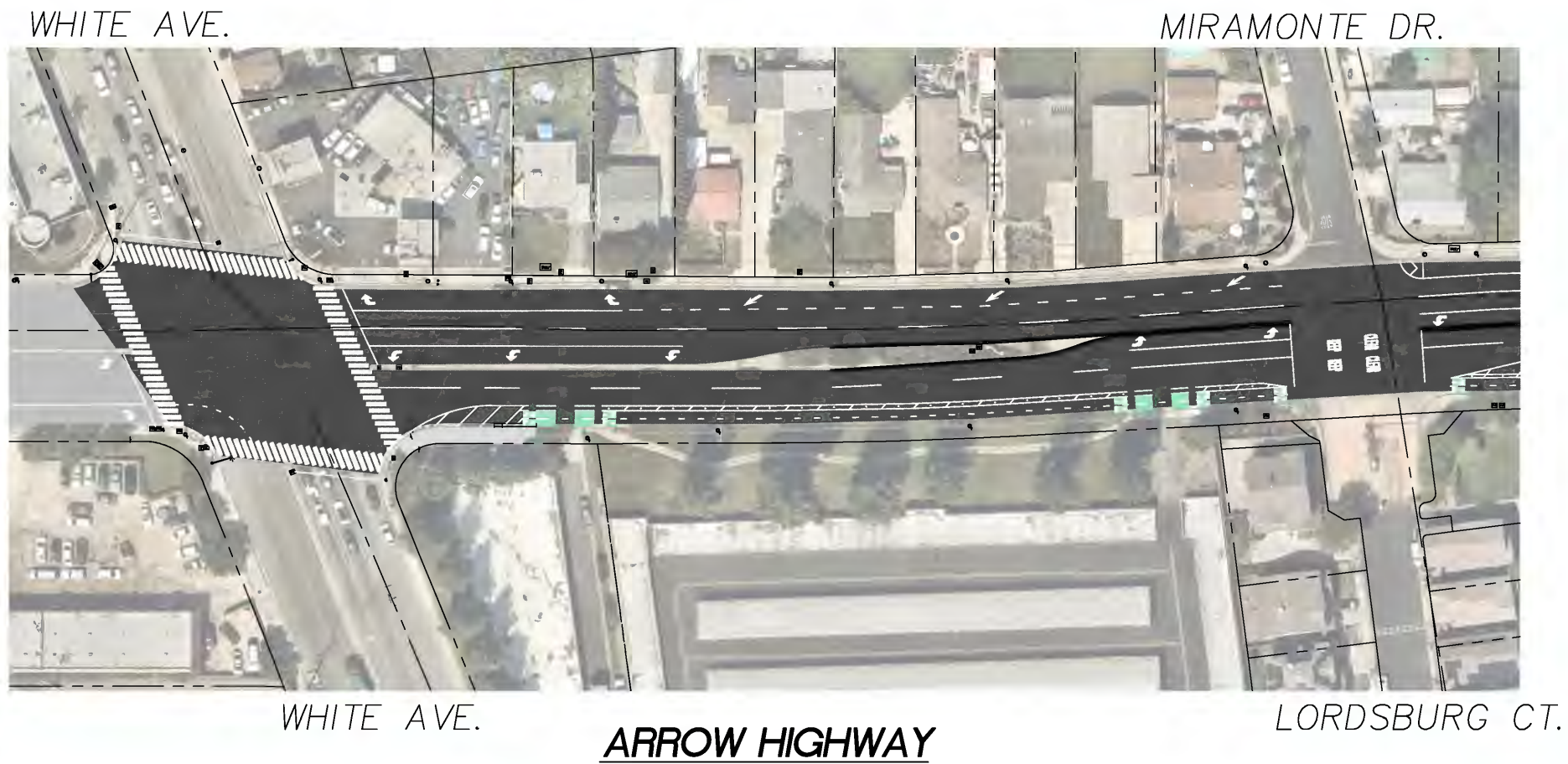


**H2B**  
H2B GROUP, INC.  
1260 CORONA POINTE COURT  
SUITE 300  
CORONA, CA 92709  
TEL: (951) 800-4742  
FAX: (951) 841-5877

NO.	REVISIONS	DATE	INITIAL

ACCEPTED		DATE: _____
BY: PUBLIC WORKS DIRECTOR		
RECOMMENDED		DATE: _____
BY: ARNOLD DICHOSA, P.E., RCE NO. 86038, CITY ENGINEER		
<b>CITY OF POMONA</b>		
PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION		
POMONA SMIP PHASE 1 PROJECT		
SIGNING AND STRIPING EXHIBIT		
<b>ARROW HIGHWAY</b>		
WHITE AVE. & ARROW HIGHWAY		
SCALE	DESIGNED: PVT. ENGR.	SHT. 1
	DRAWN: PVT. ENGR.	OF 4
	CHECKED: _____	
	REVIEWED: _____	
AS SHOWN		4 SHTS

DRAWING NAME: \\hrgreen.com\hrg\Draw\2023\2303225.01\CAD\Exhibits\ARROW HWY (segment).dwg  
DRAWING LAST UPDATED: 2023-03-31  
DESIGNED BY: JMM  
REVIEWED BY: CWK



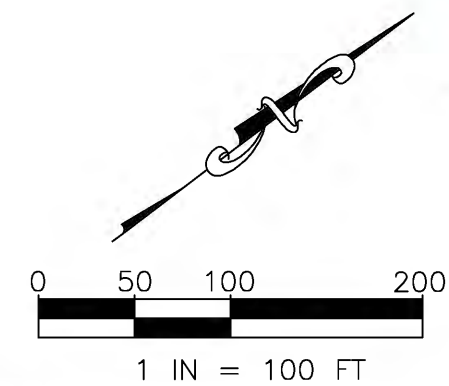
WHITE AVE.

MIRAMONTE DR.

WHITE AVE.

**ARROW HIGHWAY**

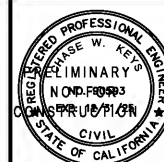
LORDSBURG CT.



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**BENCHMARK:**  
LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. J02172. DESCRIPTION: RDBM TAG IN S 03 1FT E/O BCR @ SE COR ARROW HWY & GAREY AVE 59FT E/O & 39.4FT S/O C/L INT. ELEVATION = 1041.094



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FAX: (855) 641-5877

CHASE W. KEYS, RCE NO. 90593

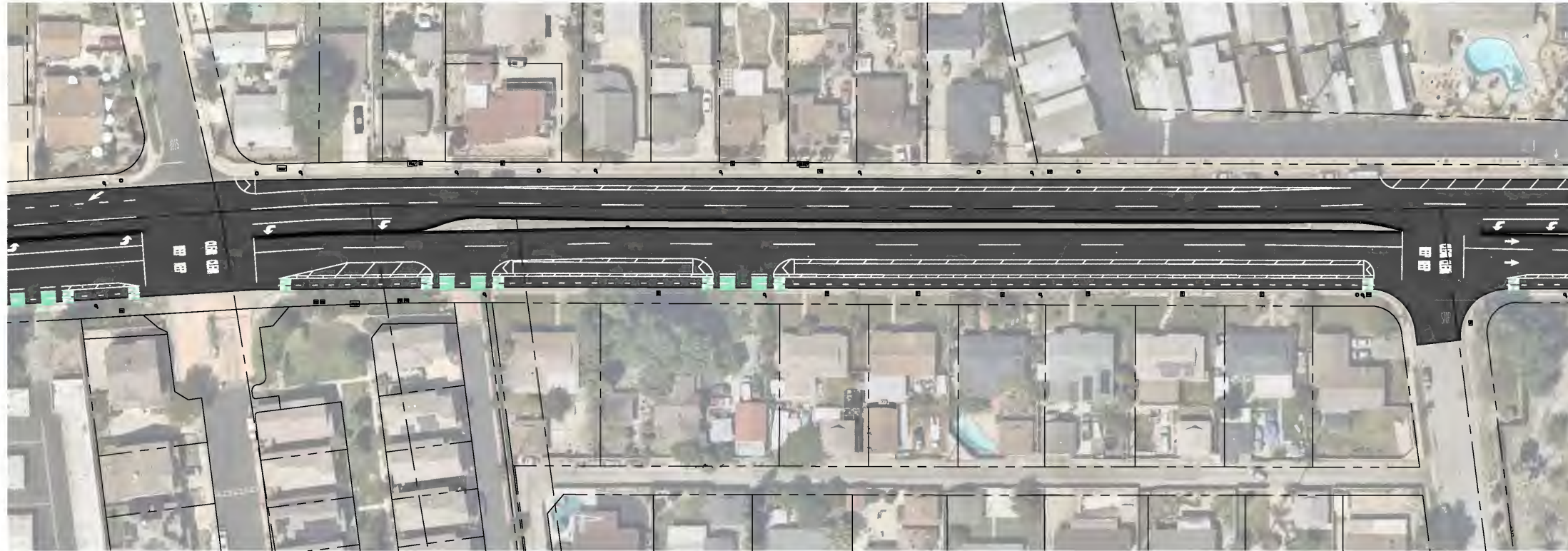
DATE

REVISIONS	DATE	INITIAL

ACCEPTED	
BY: _____	DATE: _____
PUBLIC WORKS DIRECTOR	
RECOMMENDED	
BY: _____	DATE: _____
ARNOLD DICHOSA, P.E., RCE NO. 86038, CITY ENGINEER	
<b>CITY OF POMONA</b>	
PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION	
<b>POMONA SMIP PHASE 1 PROJECT</b>	
SIGNING AND STRIPING EXHIBIT	
<b>ARROW HIGHWAY</b>	
WHITE AVE. TO LORDSBURG CT.	
SCALE	DESIGNED: _____
AS SHOWN	DRAWN: _____
	CHECKED: _____
	REVIEWED: _____
	PVT. ENGR. _____
	PVT. ENGR. _____
	SHT. <b>2</b>
	OF
	<b>4</b> SHITS

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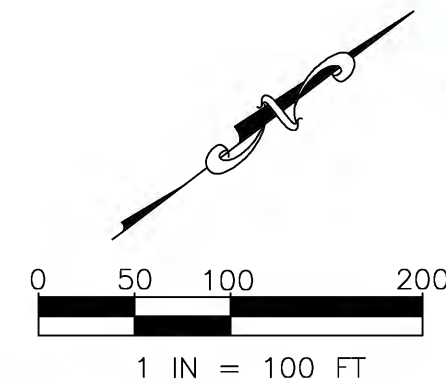
MIRAMONTE DR.



LORDBURG CT.

FAIR AVE.

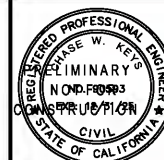
**ARROW HIGHWAY**



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**BENCHMARK:**  
LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. J02172. DESCRIPTION: RDBM TAG IN S 03 1FT E/O BCR @ SE COR ARROW HWY & GAREY AVE 59FT E/O & 39.4FT S/O C/L INT. ELEVATION = 1041.094



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CHASE W. KEYS, RCE NO. 90593

DATE

NO.	REVISIONS	DATE	INITIAL	AS SHOWN

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RECOMMENDED		BY: _____ DATE: _____
CITY OF POMONA		ARNOLD DICHOSA, P.E., RCE NO. 86038, CITY ENGINEER
PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION		
POMONA SMIP PHASE 1 PROJECT		
SIGNING AND STRIPING EXHIBIT		
ARROW HIGHWAY		
LORDBURG CT. TO FAIR AVE		
SCALE	DESIGNED: _____ DRAWN: _____ CHECKED: _____ REVIEWED: _____	PVT. ENGR. _____ PVT. ENGR. _____ SHT. <b>3</b> OF <b>4</b> SHTS

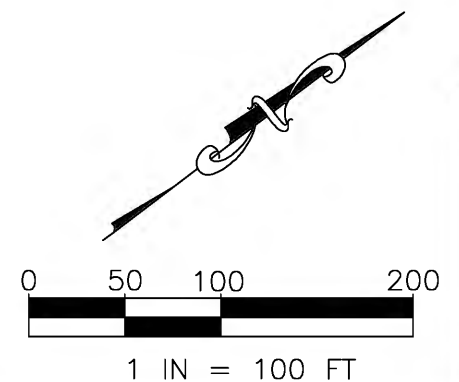
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FAIR AVE.

**ARROW HIGHWAY**

FULTON DR.  
FULTON DR.



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BY: _____	DATE: _____
PUBLIC WORKS DIRECTOR	
RECOMMENDED	
BY: _____	DATE: _____
ARNOLD DICHOSA, P.E., RCE NO. 86038, CITY ENGINEER	
<b>CITY OF POMONA</b>	
PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION	
<b>POMONA SMIP PHASE 1 PROJECT</b>	
SIGNING AND STRIPING EXHIBIT	
<b>ARROW HIGHWAY</b>	
FAIR AVE. TO FULTON DR.	



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LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. JG2172. DESCRIPTION: RDBM TAG IN S CB 1FT E/O BCR @ SE COR ARROW HWY & GAREY AVE 59FT E/O & 39.4FT S/O C/L INT. ELEVATION = 1041.094

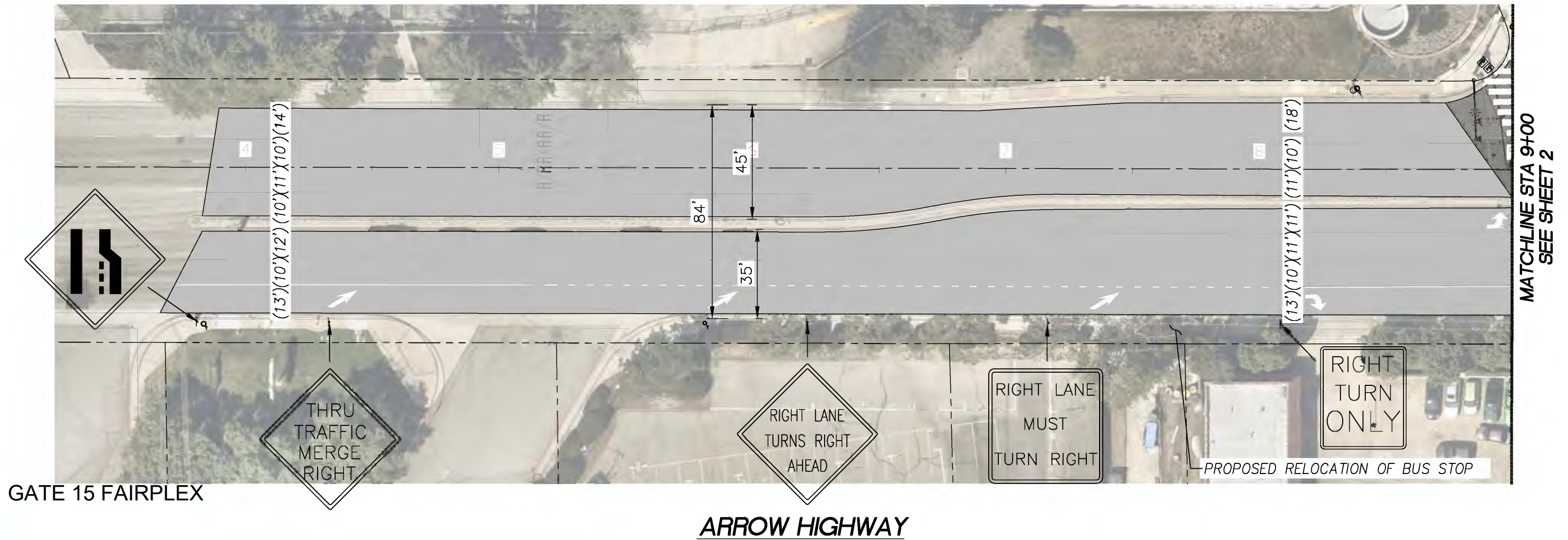


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NO.	REVISIONS	DATE	INITIAL

SCALE	DESIGNED: _____	PVT. ENGR.	SHT. <b>4</b> OF <b>4</b> SHITS
AS SHOWN	DRAWN: _____	PVT. ENGR.	
	CHECKED: _____		
	REVIEWED: _____		

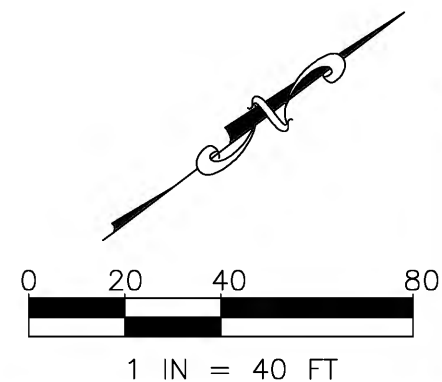
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GATE 15 FAIRPLEX

**ARROW HIGHWAY**

MATCHLINE STA 9+00  
SEE SHEET 2



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BY: _____	DATE: _____
ARNOLD DICHOSA, P.E., RCE NO. 86038, CITY ENGINEER	
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PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION	
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DESIGNED BY: JMM DRAWN BY: JMM CHECKED BY: JMM REVIEWED BY: JMM	
<b>ARROW HIGHWAY</b> STA 4+00 TO STA 9+00	
SCALE: AS SHOWN	DESIGNED: _____ DRAWN: _____ CHECKED: _____ REVIEWED: _____
	PVT. ENGR. _____ PVT. ENGR. _____
	SHT. 1 OF 7

**BASIS OF BEARING:**  
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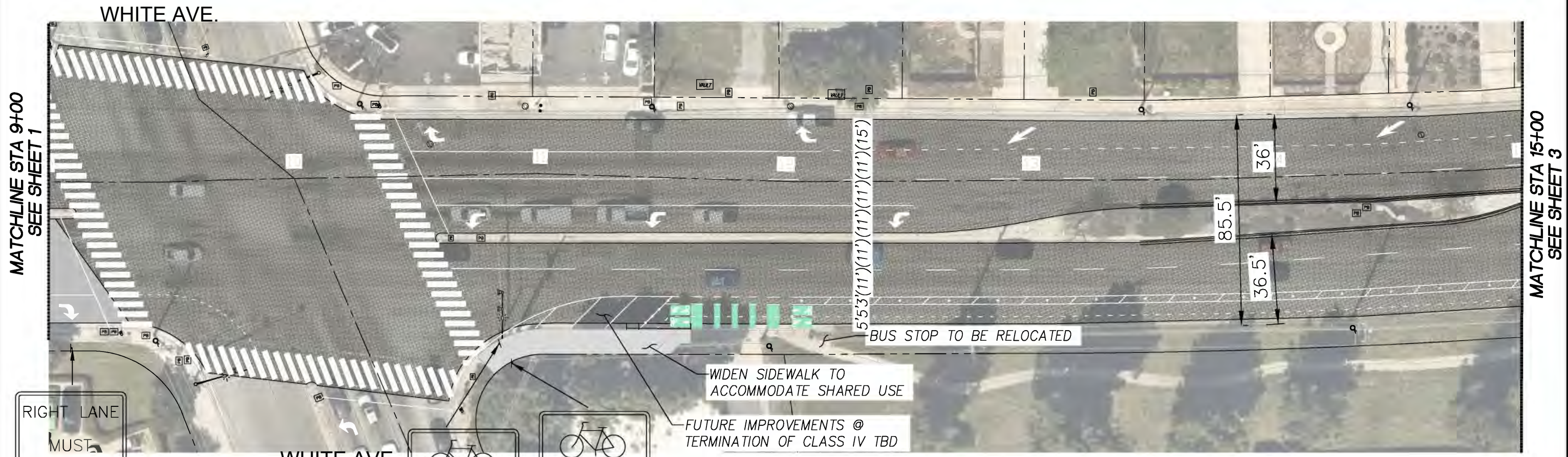
**BENCHMARK:**  
LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. JG2172. DESCRIPTION: RDBM TAG IN S CB 1FT E/O BCR @ SE COR ARROW HWY & GAREY AVE 59FT E/O & 39.4FT S/O C/L INT. ELEVATION = 1041.094



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RIGHT LANE  
MUST  
TURN RIGHT

WHITE AVE.



END



BEGIN

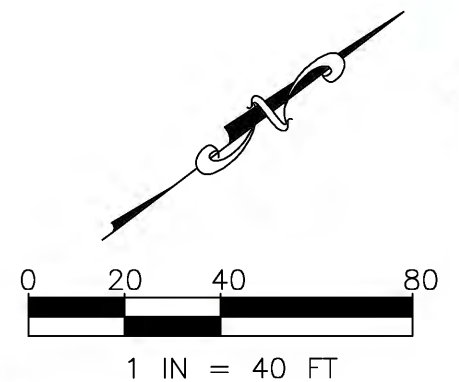


WIDEN SIDEWALK TO  
ACCOMMODATE SHARED USE

FUTURE IMPROVEMENTS @  
TERMINATION OF CLASS IV TBD

BUS STOP TO BE RELOCATED

**ARROW HIGHWAY**



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LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. J02172. DESCRIPTION: RDBM TAG IN S 03 1FT E/O BCR @ SE COR ARROW HWY & GAREY AVE 59FT E/O & 39.4FT S/O C/L INT. ELEVATION = 1041.094



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CHASE W. KEYS, RCE NO. 90593

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RECOMMENDED	
BY: _____	DATE: _____
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<b>CITY OF POMONA</b>	
PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION	
POMONA SMIP PHASE 1 PROJECT	
S:\ENGINEERING\SMIP\PHASE 1\ARROW HWY	
<b>ARROW HIGHWAY</b>	
STA 9+00 TO STA 15+00	
SCALE	DESIGNED: _____
AS SHOWN	DRAWN: _____
	CHECKED: _____
	REVIEWED: _____
	PVT. ENGR. _____
	PVT. ENGR. _____
SHT. <b>2</b>	OF
7	SHTS

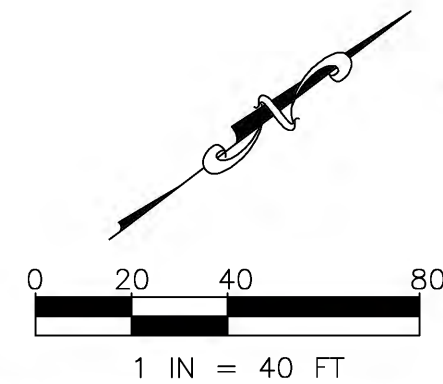
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MATCHLINE STA 15+00  
SEE SHEET 2



MATCHLINE STA 21+00  
SEE SHEET 4

ARROW HIGHWAY

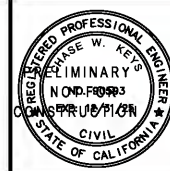


ACCEPTED	
BY: _____	DATE: _____
PUBLIC WORKS DIRECTOR	
RECOMMENDED	
BY: _____	DATE: _____
ARNOLD DICHOSA, P.E., RCE NO. 86038, CITY ENGINEER	
<b>CITY OF POMONA</b>	
PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION	
POMONA SMIP PHASE 1 PROJECT	
DESIGNED BY: JMM	
<b>ARROW HIGHWAY</b>	
STA 15+00 TO STA 21+00	
SCALE: AS SHOWN	DESIGNED: _____
	DRAWN: _____
	CHECKED: _____
	REVIEWED: _____
	PVT. ENGR. _____
	PVT. ENGR. _____
	SHT. <b>3</b>
	OF
	7
	SHTS



**BASIS OF BEARING:**  
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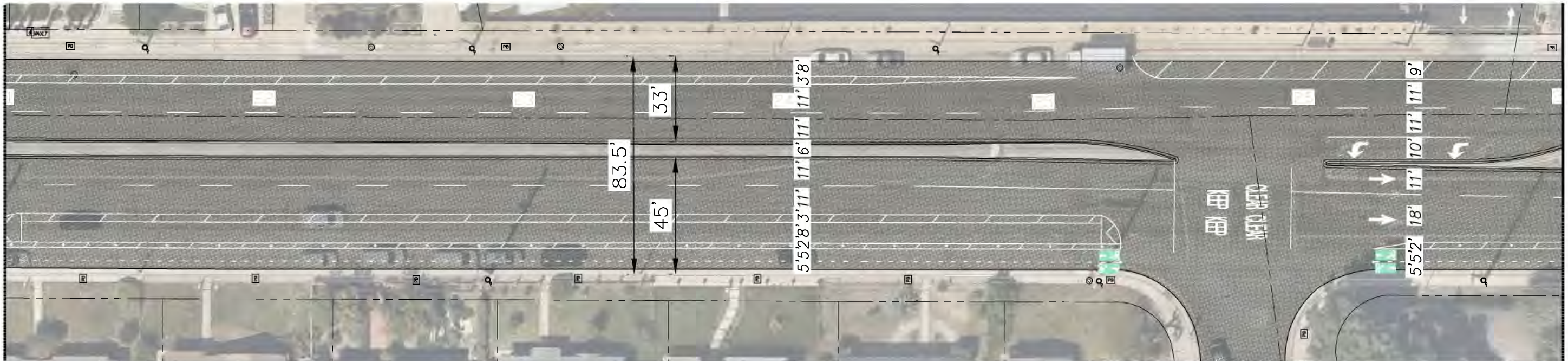
**BENCHMARK:**  
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NO.	REVISIONS	DATE	INITIAL

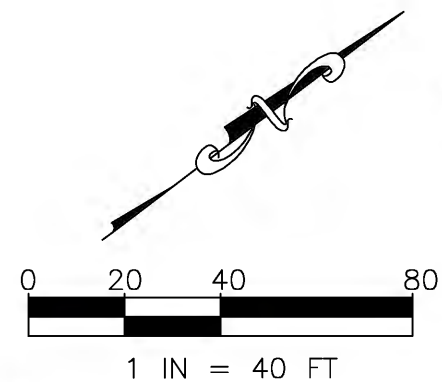
MATCHLINE STA 21+00  
SEE SHEET 3



MATCHLINE STA 27+00  
SEE SHEET 5

ARROW HIGHWAY

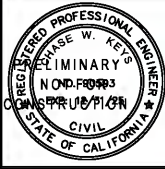
FAIR AVE.



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LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. JG2172. DESCRIPTION: RDBM TAG IN S 03 1FT E/O BCR @ SE COR ARROW HWY & GAREY AVE 59FT E/O & 39.4FT S/O C/L INT. ELEVATION = 1041.094



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HR GREEN PACIFIC, INC.  
1280 CORONA POINTE COURT  
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CORONA, CA 92879  
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FAX: (855) 641-5877

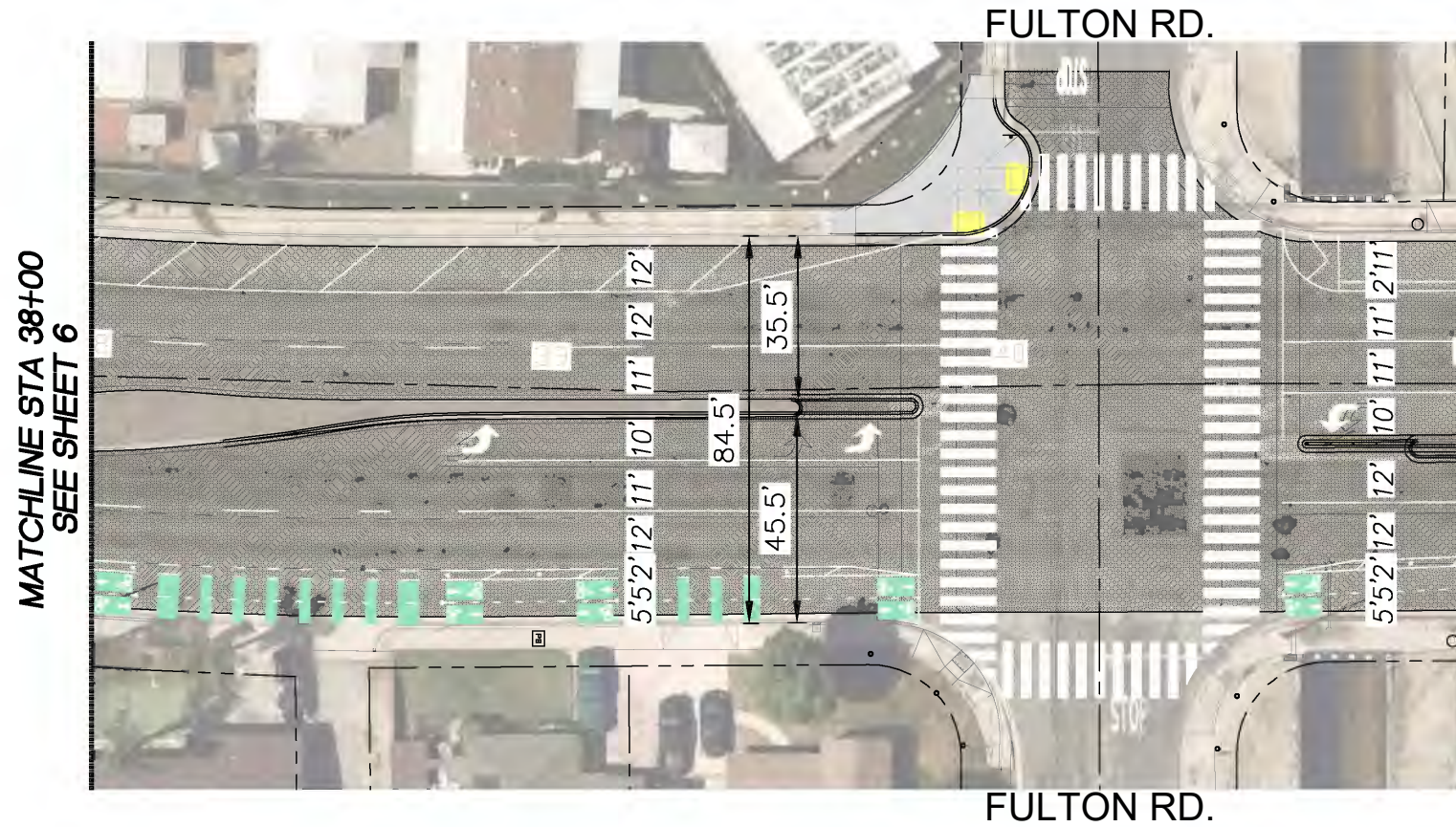
NO.	REVISIONS	DATE	INITIAL

ACCEPTED	
BY: _____	DATE: _____
PUBLIC WORKS DIRECTOR	
RECOMMENDED	
BY: _____	DATE: _____
ARNOLD DICHOSA, P.E., RCE NO. B6038, CITY ENGINEER	
<b>CITY OF POMONA</b>	
PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION	
POMONA SMIP PHASE 1 PROJECT	
S:\ENGINEERING\2026\2303225.01\CAD\Exhibits\ARROW HWY (color exhibit) - 04.dwg	
<b>ARROW HIGHWAY</b>	
STA 21+00 TO STA 27+00	
SCALE: AS SHOWN	DESIGNED: _____ DRAWN: _____ CHECKED: _____ REVIEWED: _____
	PVT. ENGR. _____ PVT. ENGR. _____
	SHT. <b>4</b> OF <b>7</b> SHTS

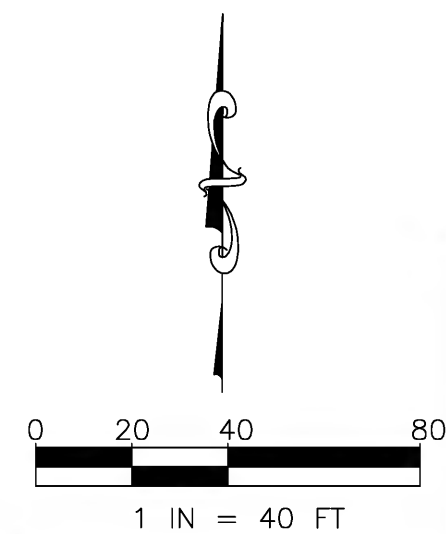
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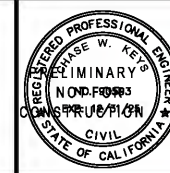
**ARROW HIGHWAY**



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THE BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983 (NAD83), ZONE 5 DATUM, BASED LOCALLY ON A LINE BETWEEN NGS CONTROL POINTS EV3794 AND EV3841, BEING N84°35'29"W, 1991.35 EPOCH.

**BENCHMARK:**  
LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. JG2172. DESCRIPTION: RDBM TAG IN S 03 1FT E/O BCR @ SE COR ARROW HWY & GAREY AVE 59FT E/O & 39.4FT S/O C/L INT. ELEVATION = 1041.094



**HRGreen PACIFIC**  
HR GREEN PACIFIC, INC.  
1280 CORONA POINTE COURT  
SUITE 305  
CORONA, CA 92879  
TEL: (855) 900-4742  
FAX: (855) 641-5877

CHASE W. KEYS, RCE NO. 90593

DATE

REVISIONS

DATE

INITIAL

AS SHOWN

SCALE	DESIGNED:	PVT. ENGR.	SHT. <b>7</b>
	DRAWN:	PVT. ENGR.	OF
	CHECKED:		7
	REVIEWED:		SHTS

ACCEPTED

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
PUBLIC WORKS DIRECTOR

RECOMMENDED

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
ARNOLD DICHOSA, P.E., RCE NO. 86038, CITY ENGINEER

**CITY OF POMONA**  
PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION

**POMONA SMIP PHASE 1 PROJECT**

DESIGNED BY: JMM  
**ARROW HIGHWAY**  
STA 38+00 TO STA 41+00

DRAWING LAST UPDATED: 2026-03-30 DRAWING NAME: \\hrgreen.com\HRG\Data\2023\23032225.01\CAD\Exhibits\ARROW HWY (color exhibit) - 07.dwg DESIGNED BY: JMM REVIEWED BY: CWK