

RESOLUTION NO. 24-50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA VERNE,  
CALIFORNIA, ESTABLISHING AN AD HOC WATER AND SEWER RATE STUDY  
COMMITTEE

**WHEREAS**, the City of La Verne recognizes the importance of fair, equitable, and sufficient water and sewer rates to cover the cost of providing services, ensuring system safety and reliability; and

**WHEREAS**, the City Council desires to provide residents and businesses with an enhanced opportunity for public participation with an opportunity to offer insights during the proposed water and sewer rate design process; and

**WHEREAS**, the establishment of an Ad Hoc Water and Sewer Rate Study Committee (hereinafter referred to as the "Committee") will serve as an advisory body to the City Council on matters relating to water and sewer rates;

**WHEREAS**, the Committee will serve a limited term, set to dissolve upon completion of the water and sewer rate study; and

**WHEREAS**, the bylaws outline the purpose, authority, membership, officers, meetings, duties, responsibilities, and dissolution of the Committee;

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

**Section 1.** The City Council hereby establishes the Ad Hoc Water and Sewer Rate Study Committee.

**Section 2.** The bylaws of the Ad Hoc Water and Sewer Rate Study Committee are established as specified in Attachment A of this Resolution.

**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 1<sup>st</sup> day of July, 2024.

/S/ TIM HEPBURN

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

ATTEST:

/S/ DEBRA FRITZ

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

**CERTIFICATION**

I hereby certify that the foregoing **Resolution No. 24-50** was duly and regularly adopted by the City Council of the City of La Verne at a meeting thereof held on the **1st day of July, 2024**, by the following vote:

AYES: Kashifalghita, Crosby, Lau, Johnson, and Hepburn.

NOES: None.

ABSENT: None.

ABSTAIN: None.

**/S/ DEBRA FRITZ**

---

Debra Fritz, Deputy City Clerk

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29

## City of La Verne – July 1, 2024

### Ad Hoc Water and Sewer Rate Study Committee Bylaws

**Purpose:** The purpose of the Ad Hoc Water and Sewer Rate Study Committee (“Committee”) is to review, analyze, and make recommendations regarding the water and sewer rates for the City of La Verne. The Committee serves a limited term, charged with accomplishing a specific task for a period time. Specifically, the Committee will ensure that the rates are fair, equitable, and sufficient to cover the cost of providing water and sewer services including necessary capital investments, in compliance with California law and best practices. The Committee shall report its findings and recommendations to the City Council, as appropriate, and submit a final report upon completion of its work.

**Authority & Compliance:** The Committee is established by the La Verne City Council and operates under its authority. The Committee shall function as an advisory body to the City Council. The Committee shall comply with all applicable California laws, including the California Public Records Act, the Brown Act (California Government Code Section 54950 et seq.), and any other relevant regulations. These bylaws may be amended by a majority vote of the Committee members, subject to approval by the City Council.

**Committee Composition:** The Committee shall consist of no more than five (5) members appointed by the City Council, preferably one per City Council district. Members shall be residents or business owners within the City of La Verne and have an interest in water and sewer rates and policies. Each member shall have one vote. Actions of the Committee require a majority vote of the members present. Staff support for the committee shall be provided by the Public Works Director or their designee.

**Term:** Members shall serve for the duration of the Committee's existence, which shall not exceed one year unless extended by the City Manager. Because of the timeliness of the Study, any member with two absences may be replaced to ensure the work of the Committee can continue.

**Committee Officers and Duties:** The officers of the Committee shall be a Chair and a Vice-Chair, elected by the Committee members. The Chair shall preside over all meetings, represent the Committee in its advisory capacity to the City Council, and perform other duties as required. The Vice-Chair shall assume the duties of the Chair in their absence and perform other duties as assigned.

**Meetings:** The Committee shall hold regular meetings to provide comments and recommendations to the City Council about the proposed water and sewer rates. Meetings shall be open to the public and conducted in accordance with the Brown Act. Meetings will occur as needed, but at least once every two months, with more frequent meetings occurring as the Study progresses. A majority of the appointed members shall constitute a quorum for the meetings.

**Dissolution:** The Committee shall be dissolved upon completion of its tasks or by action of the City Council.