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STUDY SESSION AGENDA
234 N. Second Avenue, Covina, California
Covina Library Community Room
Tuesday, February 16, 2016

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING
AUTHORITY/COVINA HOUSING AUTHORITY
JOINT MEETING—STUDY SESSION
5:00 p.m.**

CALL TO ORDER

ROLL CALL

Council/Agency/Authority Members: Walter Allen III, Peggy A. Delach, Jorge Marquez, Mayor Pro Tem/Vice-Chair Kevin Stapleton and Mayor/Chair John C. King

PUBLIC COMMENTS

To address the Council/Agency/Authority please complete a yellow speaker request card and give it to the City Clerk/Agency/Authority Secretary. Your name will be called when it is your turn to speak. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed. Those wishing to speak on an item NOT ON THE AGENDA will be heard at this time. State Law prohibits the Council/Agency/Authority Members from taking action on any item not on the agenda. Individual speakers are limited to five minutes each.

COUNCIL/AGENCY/AUTHORITY COMMENTS

Council/Agency/Authority Members wishing to make any announcements of public interest or to request that specific items be added to future Council/Agency/Authority agendas may do so at this time.

CITY MANAGER COMMENTS

NEW BUSINESS

NB 1. Covina Community and Senior Center.

Report: [Covina Community and Senior Center](#)

Staff Recommendation:

Review and discuss DRAFT Covina Community and Senior Center Guiding Principles, facility program, and initial site utilization/location studies.

NB 2. Former K-Mart property reuse concept. Covina iTEC/Foothill Transit Park & Ride/Covina transit-oriented residential development project.

Report: [Covina iTEC Project](#)

Staff Recommendation:

Direct City staff to work with Foothill Transit and MLC Holdings, Inc., to prepare a Development Agreement and the appropriate land use entitlements and CEQA/NEPA assessment for the project and provide additional direction as appropriate.

ADJOURNMENT

The Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Finance Authority/Covina Housing Authority will adjourn to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, February 16, 2016, at 7:00 p.m. for closed session and at 7:30 p.m. for open session inside the Council Chamber, 125 East College Street, Covina, California, 91723.

Any member of the public may address the Council/Agency/Authority during both the public comment period and on any scheduled item on the agenda. Comments are limited to a maximum of five minutes per speaker unless, for good cause, the Mayor/Chairperson amends the time limit. Anyone wishing to speak is requested to submit a yellow Speaker Request Card to the City Clerk; cards are located near the agendas or at the City Clerk's desk.

MEETING ASSISTANCE INFORMATION: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (626) 384-5430. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

If you challenge in court any discussion or action taken concerning an item on this agenda, you may be limited to raising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting.

The Covina City Clerk's Office does hereby declare that, in accordance with California Government Code Section 54954.2(a), the agenda for the Tuesday, February 16, 2016, meeting was posted on February 11, 2016, on the City's website and near the front entrances of: 1) Covina City Hall, 125 East College Street, Covina; 2) the Covina Public Library, 234 N. Second Avenue, Covina; and 3) the Joslyn Center, 815 N. Barranca Avenue, Covina.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA, AND SUBMITTED TO THE CITY COUNCIL AFTER PUBLICATION OF THE AGENDA, ARE AVAILABLE TO THE PUBLIC IN THE CITY CLERK'S OFFICE AT 125 E. COLLEGE STREET, COVINA.



CITY OF COVINA

STUDY SESSION REPORT

MEETING DATE: February 16, 2016

TITLE: Covina Community & Senior Center

PRESENTED BY: Siobhan Foster, Director of Public Works
Gonzalez Goodale Architects

RECOMMENDATION: Review and discuss DRAFT Covina Community & Senior Center Guiding Principles, facility program, and initial site utilization/location studies.

BACKGROUND:

On September 15, 2015, the City Council received and filed the Joslyn Center update, authorized the City Manager to issue a Request for Proposals (RFP) to provide community and internal outreach to ascertain facility-user needs and Department of Parks & Recreation programming needs, in addition to obtaining City Council input in the design process for the Covina Community & Senior Center project and directed the Departments of Parks & Recreation and Human Resources to identify temporary locations to accommodate Joslyn Center programming requirements and initiate negotiations with property owners.

On November 10, 2015, the Department of Public Works issued the RFP to Provide Planning, Programming, Architectural, and Engineering Services for the Initial Phase of the Covina Community & Senior Center Project. Consulting services for the initial phase of the Project include completion of user and programmatic needs assessments, community and internal engagement, site evaluation and recommendation, visioning and conceptual designs, cost estimates, and project timelines.

On January 19, 2016, the City Council authorized the City Manager to execute a Professional Services Agreement with Gonzalez Goodale Architects to Provide Planning, Programming, Architectural, and Engineering Services for the Initial Phase of the Covina Community & Senior Center Project in an amount not-to-exceed \$100,000; adopted Resolution No. 16-7454 appropriating \$500,000 in available Special General Fund – Rule 20A Swap balance (account no. 1060-0000-59140) to the fiscal year 2015-16 budget and allocating the funds to Capital Improvements (Parks and Recreation) – Park Facilities – Building & Structures – Covina Community & Senior Center (account no. 4600-3400-55100-P-1601) for the Initial Phase of the Covina Community & Senior Center Project, topographic survey and soils geologic analysis, and seed money for subsequent phases of the project; and directed City staff to pursue placement of the Covina Community & Senior Center in Covina Park.

DISCUSSION:

This evening, representatives from Gonzalez Goodale Architects, including David Goodale, Design Principal, Armando Gonzalez, Quality Assurance Principal, and Jake Shirvanyan,

Project Manager will update the City Council on the initial Client Team Meeting held with City staff on January 26, 2016, and review a working draft of the Community Participation Workshop #1, scheduled for Monday, February 22, 2016, from 9:00 a.m. to 11:00 a.m. at the Joslyn Center. During the Study Session, Gonzalez Goodale Architects will also review and receive feedback from the City Council on the following:

1. DRAFT Project Guiding Principles;
2. The facility program; and
3. Initial site utilization/location studies.

The schedule of Community Participation Workshops is as follows:

<u>Workshop</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Community Workshop #1	Monday, February 22	9:00 AM	Joslyn Center
Community Workshop #2	Monday, March 21	7:00 PM	Covina Park, Rec Hall
Community Workshop #3	Monday, April 11	7:00 PM	Council Chambers

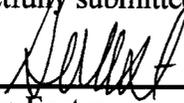
FISCAL IMPACT:

The fiscal impact associated with the Covina Community & Senior Center will be determined during the Initial Phase of the Covina Community & Senior Center Project, wherein Gonzalez Goodale Architects will develop conceptual designs, cost estimates, and project timelines, following the completion of user and programmatic needs assessments, community and internal engagement, and site evaluation and recommendation. As of January 15, 2016, City staff had identified approximately \$6.8 million in funding for all phases and studies related to the project.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

Not applicable.

Respectfully submitted,



Siobhan Foster
Director of Public Works



CITY OF COVINA

STUDY SESSION REPORT

MEETING DATE: February 16, 2016

TITLE: Study Session – Former K-Mart property reuse concept. Covina iTEC/Foothill Transit Park & Ride/Covina Transit-Oriented Residential development project

PRESENTED BY: **Brian K. Lee, Director of Community Development**

RECOMMENDATION: Direct City staff to work with Foothill Transit and MLC Holdings, Inc., to prepare a Development Agreement and the appropriate land use entitlements and CEQA/NEPA assessment for the project and provide additional direction as appropriate

BACKGROUND:

The project location is the former K-Mart property, located at 1162 N. Citrus Avenue, and the existing private school property, located at 177 E. Covina Boulevard, which is approximately 10,865 square feet in size. The total project site is approximately 10.71 acres in total size. The properties are currently under contract (in escrow) by MLC Holdings, Inc. The former K-Mart store closed several years ago, and with the changing trends in the retail industry, the likelihood of a quality “big box” retail store replacing the K-Mart use is very remote.

The proposed 3-party project is a result of discussions occurring over the past approximate eight (8) months. The goal of those discussions was to facilitate a land use that would be an overall benefit to the Covina community, as well as meeting the needs of all three (3) of the involved parties to the project.

DISCUSSION:

The purpose of this Study Session is to introduce the project concept; discuss why a replacement “big box” retail establishment within the former K-Mart store is problematic; discuss the various features of the proposed project; introduce the project development partners; discuss the benefits of the proposed project; and, identify the pending tasks that need to be accomplished in order for the project to continue to progress.

o Project Concept

The project concept is to redevelop the project site with uses that would be a benefit to the Covina community. In addition, it is essential the project vision is realistic and achievable, but also a significant visual improvement that can be leveraged for future community benefit. The proposed project concept has three (3) development components as follows:

- **City of Covina component.** The City component will include an event center for public assemblies, conference and meeting spaces, business incubator and professional offices;
- **Foothill Transit component.** The Foothill Transit component will comprise of a Transit Center and Park and Ride facility to provide on-site parking for a bus transportation center;
- **Residential component.** The residential component will comprise of residential townhouse-style, market-rate/ownership residences that are compatible to be adjacent to transportation and community oriented land uses.

Also, of note is the overall project design. One of the underlying design themes will be the quality of public spaces that will enhance the overall project. The public open space will also be designed in a manner to join the separate uses into a common, comprehensive development, with a common, unified design theme.

o **Challenges of the Project Site**

The project site is located on the northeast corner of Citrus Avenue and Covina Boulevard. Although the overall length of Citrus Avenue has a strong commercial “feel” to it, there are portions of Citrus Avenue where the commercial vibrancy is not as strong as other portions. Most specifically, north of the Metrolink station, the development pattern along Citrus Avenue is mixed, between commercial and residential uses. The mixture of commercial and residential land uses along the portion of Citrus Avenue north of the Metrolink station to the northerly city boundary of Arrow Highway results in this portion of Citrus Avenue not being a classic commercial corridor, in the strict definition of commercial corridors. The project site is located along this portion of Citrus Avenue.

Therefore, although the project site was developed and used as a “big box” commercial retail site, the location would not be considered a “Class A” retail commercial property. Essentially, the reasons for the project site not being considered a “Class A” retail commercial property is essentially as follows:

- ✓ Mixture of land uses along the Citrus Avenue corridor are mixed between neighborhood commercial uses and residential; thereby diluting the development pattern intensity typically found on a more robust commercial corridor;
- ✓ Traffic volumes along the portion of Citrus Avenue where the project site is located are not at the levels where high volume commercial retail would be attracted to locate. In addition, the traffic volumes along Covina Boulevard further reinforce the project site not being classified as where a high volume commercial retail user would be attracted;
- ✓ The project site location would be considered “isolated” in regards to traditional retail commercial marketing for traditional retail commercial uses;
- ✓ The ongoing evolution the retail commercial industry has been experiencing has essentially eliminated demand for new “big box” style of retail stores. Therefore, the prospects of finding a replacement “big box” retail store of the quality that the Covina community would expect is extremely remote; and,
- ✓ New neighborhood commercial-style of shopping center development on the project site is also problematic as the available inventory of existing neighborhood retail commercial space is plentiful.

- **Project Components/Features**

As mentioned earlier, the project is proposed to comprise of three (3) major project components. These project components and a brief description of each component is as follows:

- **Covina iTEC – City of Covina.** The Covina iTEC (Innovation, Technology and Event Center) component is proposed to comprise the following features:
 - ✓ **Event Center.** The event center is envisioned to be approximately 20,000 - 25,000 square feet in total floor area, which would include a flexible space design public assembly area, conference and meeting rooms and ancillary catering kitchen, restrooms, storage, offices, pre-function area and lobby. It is also possible that a museum feature could be included into the Event Center space;
 - ✓ **Business/Technology Incubator.** This feature is envisioned to provide shared workspace for small-scale and start-up businesses. The business/technology incubator is envisioned to be approximately 3,000 – 5,000 square feet in total floor area and would typically feature multiple work stations designed into a shared/common work area concept, with business support functions such as restrooms, video conference, supply storage, ancillary facility administrative offices and general business support facilities;
 - ✓ **Professional Administrative Offices.** The professional administrative office feature is envisioned to be approximately 10,000 – 15,000 square feet in total floor area. The configuration of the office space would be typical of general administrative/office spaces; and,
 - ✓ **Outdoor plaza/public space.** The outdoor plaza(s) and public space feature be complimentary to the iTEC component. The adjoining outdoor plaza(s) and public spaces would function as gathering places for pre-function events in association with activities and events being held within the event center and conference/meeting rooms, points of entrance into the various features of the overall iTEC campus and general public open space. It should be noted, the design philosophy of the public opens space would be to create a visually iconic “statement” that would be as much of an attraction as the mixture of uses proposed within the project scope.
- **Transit Center/Park & Ride – Foothill Transit.** The transit center and park and ride component is a transit-oriented public facility. This component is envisioned to include the following features:
 - ✓ Park & Ride facility for approximately 400 parking spaces;
 - ✓ Transit Center for bus boarding and layover;
 - ✓ Support facilities for complimentary transit uses such as bicycle storage, electric vehicle charging, dial-a-ride and local shuttle boarding/drop-off;
 - ✓ Small scale retail commercial uses that provide goods and services to transit users (such uses may include coffee venues and similar scale retail food uses);
 - ✓ Transit information kiosks; and.
 - ✓ Public open space and plaza.

- **Residential Component – MLC Holdings, Inc.** The residential component is envisioned to accommodate transit-oriented market rate, ownership housing. The residential component portion of the project site is approximately 5.21 acres and could accommodate approximately 100 to 120 residential units. Examples of various project features the residential development is envisioned to include are as follows:
 - ✓ Energy efficient and sustainable design features;
 - ✓ On-site project amenities;
 - ✓ Quality architectural design and construction materials; and,
 - ✓ Pedestrian connectivity with the adjoining transit facility.

○ **Project Partners**

In addition to the City of Covina, the other development partners in the proposed project include Foothill Transit and MLC Holdings, Inc.

- **Foothill Transit.** Foothill Transit is a joint powers authority of 21 member cities in the San Gabriel and Pomona Valleys. It operates a fixed-route bus public transit service in the San Gabriel Valley of Greater Los Angeles. Foothill Transit is based in West Covina and provides community-oriented, environmentally friendly bus service throughout Southern California's San Gabriel and Pomona Valleys, including express bus routes to Pasadena and Downtown Los Angeles. (*source: Foothill Transit website*)

In addition, Foothill Transit is one of 26 different transit agencies throughout Los Angeles County that use TAP cards. All 26 agencies have come together to create a regional fare card that serves the entire county to automatically pay any one of the 650 different fares on buses and trains from Lancaster to Long Beach.

- **MLC Holdings, Inc.** MLC Holdings, Inc. is affiliated with homebuilder, Meritage Homes. Meritage Homes has been in business since 1985 and currently have projects in nine (9) states. Meritage Homes is an award-winning residential builder, such as being named Energy Star Partner of the Year. Meritage Homes currently have fourteen (14) residential projects within the southern California region.

○ **Project Benefits**

The proposed project would present several benefits to Covina. Briefly, these are as follows:

- **Regional Destination.** The Covina iTEC and Foothill Transit components provide a regional destination feature for the project. As such, visitors that patronize the services and amenities of these facilities may not otherwise have had a reason to visit Covina. This dynamic creates the opportunity for these patrons to return to Covina to further patronize other Covina businesses.
- **Regional Image.** As an economic development tool, the opportunity to create “positive impressions” for the community in regards to public information, discussion in the public forum and the overall “menu” of uses, businesses and activities that a community can offer is very important.

In order to provide quality services to Covina citizens, such as law enforcement, fire protection, parks and recreation, a healthy and robust local tax base is critical. In this regard adjoining and neighboring communities are finding that they must compete with each other for economic development leverage. A quality regional destination feature is one element in building a comprehensive economic development strategy.

- **Community Asset.** As a community amenity, Covina lacks quality public gathering, event and meeting space. This type of space serves local businesses, clubs, civic organizations and local government. Also, a quality and accessible location to be able to hold private functions provides an important community asset. In addition, the proposed business incubator feature will allow start-up businesses and other “home grown” businesses an opportunity to grow and stay within the Covina community.
- **Encouraging reinvestment in commercial adjoining commercial property.** A quality regionally significant development will have the ancillary “spillover” effect to encourage adjoining and nearby commercial property owners to reinvest in their existing commercial properties. Increased opportunities for new business and interest in leasing commercial space within these nearby commercial properties because of the increased exposure that would be gained because of the Covina iTEC and Foothill Transit components.
- **Elimination of a distressed property.** The reuse of former K-Mart “big box” by a quality user is extremely remote. Because of the development and use challenges discussed earlier in this report, it is problematic that a use that would be an asset to the community, with property maintenance and aesthetic qualities the proposed project will encompass would be established at the project site. The proposed project provides an opportunity to create a viable, vibrant and quality reuse of the project site in the near term.

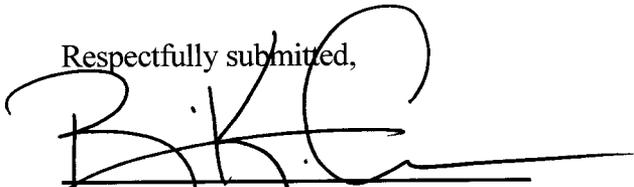
○ **Future Project Tasks:**

Future project tasks include the following:

- **Development Agreement.** The Development Agreement document would articulate the various land use entitlements necessary, as well as establish a project timeline, project feature cost responsibilities, etc.;
- **General Plan Amendment.** The exact land use categories are to be determined. However, it would probably be a multi-family residential planned unit development category with the density reflective of the actual unit yield along with a “public use” designation;
- **Specific Plan.** A specific plan document implementing the project via a specific plan zoning document. The specific plan document would specify land use and design characteristics for the individual three (3) project components as well as the specific project approval procedure (i.e., architectural/design review, building heights, mass/bulk, setbacks, etc.);

- **Zone Change.** The exact zone change classifications will be determined. However, it would probably be a Specific Plan with three (3) separate “sub-areas” or “Planning Areas” reflective of the actual land uses (i.e., multi-family residential, transit-oriented public use and public assembly use with professional office uses);
- **Tentative Tract Map.** Subdivision map reflecting the reconfiguration of any existing lots into a new subdivision of land reflecting the proposed three (3) project components and the residential subdivision;
- **CEQA/NEPA.** Presumably the environmental assessment threshold will yield a Mitigated Negative Declaration, with Mitigation Measures and a Mitigation Monitoring Plan (CEQA). The NEPA assessment will be prepared pursuant to the provisions of NEPA; and,
- **Site Plan Review.** A site plan review and other related specific design approvals that would be articulated in the proposed Specific Plan document.

Respectfully submitted,



Brian K. Lee
Director of Community Development