



**MINUTES OF JANUARY 19, 2016**  
**REGULAR STUDY SESSION MEETING OF THE COVINA CITY COUNCIL/  
SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY/COVINA  
PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY/FINANCE  
ADVISORY COMMITTEE HELD IN THE COMMUNITY ROOM OF COVINA  
PUBLIC LIBRARY, 234 NORTH SECOND AVENUE, COVINA, CALIFORNIA**

**CALL TO ORDER**

Mayor King called the Council/Agency/Authority/Finance Advisory Committee meeting to order at 5:09 p.m.

**ROLL CALL**

**Councilmembers Present:** Walter Allen III, Peggy A. Delach, Jorge Marquez, Mayor Pro Tem Vice-Chair Kevin Stapleton, and Mayor/Chair John C. King

**Councilmembers Absent:** None

**Elected Members Present:** City Treasurer Geoffrey Cobbett and City Clerk Mary Lou Walczak

**Finance Advisory Committee Members Present:** Claudia Casasola, Mark Cook, Diane Fonseca, Kay Manning, Thomas Melendrez, Vice-Chair Geoff Cobbett, and Chair Richard Jett.

**Finance Advisory Committee Members Absent:** None.

**Staff Members Present:** City Manager Andrea M. Miller, City Attorney Candice K. Lee, Interim Police Chief Kim Raney, Public Works Director Siobhan Foster, Community Development Director Brian Lee, Human Resources Director Danielle Tellez, Parks and Recreation/Library Director Amy Hall-McGrade, Interim Finance Director John Michicoff, and Chief Deputy City Clerk Sharon F. Clark.

**PUBLIC COMMENTS**

Member of the public Bill Robinson suggested using the existing foundation for the new senior center and commented on drainage problems at the current facility.

**COUNCIL/AGENCY/AUTHORITY COMMENTS**

Finance Advisory Committee Chair Jett expressed gratitude for the food served at tonight's meeting.

**CITY MANAGER COMMENTS** – None.

## **NEW BUSINESS**

### **NB 1. Utility Users Tax (UUT) Review.**

Member of the public Phyllis Meadow expressed support for extending the tax in its current form not to exceed 6%, and for inclusion of cable services but not sewer or sanitation services in said taxation.

City Manager Miller introduced the item and explained that the goal for tonight is to clarify what currently is being taxed and to hear Finance Advisory Committee (FAC) comments and recommendations on the subject.

Discussion included the Finance Advisory Committee's opinion, and Councilmember Delach's concurrence, that having the measure included on a consolidated election ballot this year is too soon; sewer and sanitation are not included in the Utility Users Tax; the Finance Advisory Committee's recommendation that the Utility Users Tax be extended; methods to inform the public about the Utility Users Tax both originally and for the extension; a recommendation to keep the Utility Users Tax capped at 6%; if applied to cable services, the tax should be applied equally to the various service providers; using the term "video-service" going forward; the Finance Advisory Committee's consideration of the Utility Users Tax as more equitable than a sales tax increase and more business-friendly; the City losing some money on the electricity portion of the tax currently due to increased use of solar power; the activity in the San Gabriel Valley of outside groups that seek to influence Utility Users Tax measures in cities and the methods employed by them; the importance of community members communicating directly to fellow community members in order to avoid past problems and promote an understanding of the benefits of the Utility Users Tax and the negatives if it is not extended; the desirability of using more visual tools and fewer words for maximum impact; effective communication methods that were used by the Community Matters group for the initial Utility Users Tax measure that could be successfully used again for the extension measure; the City continuing to have conversations with Los Angeles County Fire Department about more equitable costs for services for contract cities as opposed to district cities; and clarification that the City is not involved with a current anonymous phone survey on the Utility Users Tax.

City Manager Miller distributed a handout related to communication rules for ballot measures for informational purposes, and stated that staff will agendaize this matter for further consideration by the City Council at an upcoming meeting.

In summary, Mayor King stated that the Finance Advisory Committee and City Council support the extension of the Utility Users Tax and it needs to be brought forward for official discussion at a regular Council meeting.

### **NB 2. Review of Boards and Commissions.**

City Manager Miller presented the staff report

Discussion included the value of citizen input through advisory bodies which make recommendations to Council related to specific policy issues and provide a forum for community participation; whether eligibility requirements should require Covina residency for each member

or for a majority of each body; consolidation and restructuring of roles while keeping all functions and working to fill positions; assigning a member of the executive team as a staff liaison to each body; the need for formal agendas; training to be provided by the City for commissioners; and recognition for commissioners when they leave a body.

Member of the public Bob Gorski commented he would like to see more advocacy for the arts, suggested ad hoc committees instead of standing committees, and stated he is pleased with the way the city is going.

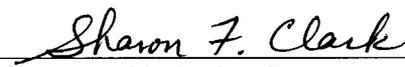
City Manager Miller explained that term limits are not recommended at this time in order to encourage involvement. Discussion continued on aspects of traffic and safety committee function, membership, staff involvement, and the need for a platform for citizens to raise concerns in this area; councilmembers asking community members to join advisory bodies for which they are suited; and the opportunity for people in the community to be more involved and grow into council jobs in the future through participation on boards, commissions, and committees.

In summary, City Manager Miller commented that as staff encounters community members with a particular interest, application for boards and commissions will be encouraged; that the city clerk will have ongoing recruitment; and staff will prepare necessary documents required to implement the direction of the Council during this discussion for Council action at an upcoming meeting.

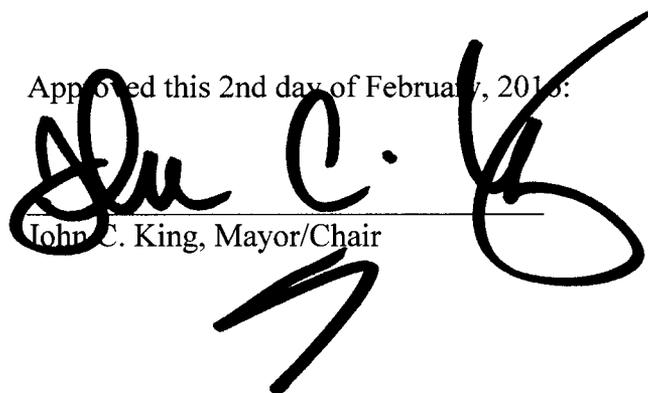
#### ADJOURNMENT

At 6:24 p.m., the meeting of the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Finance Authority/Covina Housing Authority/Finance Advisory Committee was adjourned to the next regular meeting of the Council/Agency/Authority scheduled for Tuesday, January 19, 2016, at 7:00 p.m. for closed session and 7:30 p.m. for open session inside the Council Chamber, 125 East College Street, Covina, California, 91723.

Respectfully Submitted:

  
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Sharon F. Clark, CMC  
Chief Deputy City Clerk

Approved this 2nd day of February, 2016:

  
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John C. King, Mayor/Chair