



MINUTES OF NOVEMBER 17, 2015

REGULAR STUDY SESSION MEETING OF THE COVINA CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY /COVINA PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY 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 meeting to order at 5:17 p.m. He announced that Council Member Delach had been delayed and would arrive shortly, and that Council Member Allen would not be present due to the passing away of his mother.

ROLL CALL

Council Members Present: Peggy A. Delach (arrived 5:33 p.m.), Jorge Marquez, Mayor Pro Tem Vice-Chair Kevin Stapleton, and Mayor/Chair John C. King

Council Members Absent: Walter Allen III

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

Staff Members Present: City Manager Andrea M. Miller, City Attorney Candice K. Lee, Police Chief Kim Raney, Public Works Director Siobhan Foster, Community Development Director Brian Lee, Human Resources Director Danielle Tellez, Parks & Recreation Director Amy Hall-McGrade, Interim Finance Director John Michicoff, Assistant to the City Manager Angel Carrillo, Executive Assistant Monica Vargas, and Chief Deputy City Clerk Sharon F. Clark.

PUBLIC COMMENTS – None.

COUNCIL/AGENCY/AUTHORITY COMMENTS – None.

CITY MANAGER COMMENTS

City Manager Miller requested that the meeting be reordered to take New Business item NB 2 first in deference to members of the Covina Irrigating Company (CIC) who were present to participate in that item.

NEW BUSINESS

NB 2. Covina Irrigating Company – Update on October 15, 2015, Election of Board of Directors.

The staff report was presented by City Manager Miller and Public Works Director Foster.

The following Covina Irrigating Company (CIC) Board Members, who represent the City of Covina on the Board, were present: Rod Capotosto, Geoffrey Cobbett, Richard Jett, and Henry Morgan. Also present were Covina Irrigating Company President David De Jesus and Executive Administrative Assistant Tara Biddle.

Discussion included:

- Decisions by CIC impact the City;
- The loss of surface-supply water due to diversion and the resulting change to imported-water supply;
- The change in focus by Los Angeles County on November 1 from water conservation to flood control;
- CIC's board members approved a process that would allow the Company to, when needed, bring in imported water at no additional cost to the City;
- The imported water allocation will be treated at the CIC facility for the same cost, which is a benefit now and in years to come;
- The City's number of board-member representatives was changed from five to four due to a shareholder electing to bring smaller shareholders together in a voting block;
- CIC's \$20 million in upgrades completed in the last 10 years with less than \$5 million of debt, including ultra-violet light modification at the treatment plant;
- An \$8 million upgrade to the well field which will be addressed later this year;
- The positive contributions Board Member Richie Rich has brought to the Company including a plan to blend water with Three Valleys Municipal Water District and his helpfulness in bringing Covina Public Works Director Foster up to speed;
- The unlikelihood of the current Board approving a rate increase for the next fiscal year, due, in part, to a re-determination by the Los Angeles County Assessor's Office to exempt improvements from a property-tax increase;
- The City is on a list of purchasers for water shares which may become available;
- CIC has agreed to update the Council on a quarterly basis;
- The County's concern related to storm-water issues is risk and liability;
- The County's intent to clean out dam areas to provide more water-storage space;
- The need for the City to move water from the surface to below-ground storage;
- An imported-water connection is online now, which is seamless to staff and City operations;
- Concern about County supervisors pushing for recreational use of drinking-water sources;
- Plans for an annual study session with CIC; and
- Monthly Board agendas will be distributed to Council, and City Manager Miller and Public Works Director Foster will monitor and relay concerns to Council.

NB 1. Discussion of City Council and City Manager Roles and Responsibilities, Code of Conduct, and Procedural Guidelines for the Conduct of Council Meetings.

Mayor King expressed appreciation for this type of study session with its more informal atmosphere over food and with open discussion, commended Council and staff for their collegial manner of interaction, and thanked them for their commitment to the community and respect to each other.

The staff report was presented by City Manager Miller who commented that study sessions help staff understand the Council's expectations on issues before formulating policy recommendations and before items are agendized for action at a formal meeting. She expressed

her commitment to cancel the meetings if there are no items to be presented, noting she does not anticipate this will be the case as staff had identified many topics for discussion.

Discussion included:

- The need to ensure Council members with strong personalities do not unduly influence staff;
- The desire of Council members to have the freedom to interact with and ask questions of staff in order to exercise oversight and promote teamwork;
- Consensus of the Council that work product should not be requested directly through staff;
- Council's trust issues because of poor experiences with past city leadership;
- Positive changes in the City organization and commendations of new directors;
- Council's desire to work hand-in-hand, in the best interests of the community;
- Council's role as policy-makers while staff manages the day-to-day operations of the City;
- The importance of Council going directly to the City Manager who will evaluate and deal with issues, as staff members may not have a global perspective; and
- The problems created for staff and the organization when Council goes directly to staff.

City Manager Miller reinforced the Council's study sessions will be held on the second Council meeting of each month and upcoming topics will include the Utility Users Tax and Community Development Block Grant (CDBG) funding; that a tentative agenda will be created; that, based on the discussion this evening, there will be no changes made to the 2009 Resolution establishing the Council Code of Conduct; and that training will be scheduled to provide commissioners with additional guidance.

ADJOURNMENT

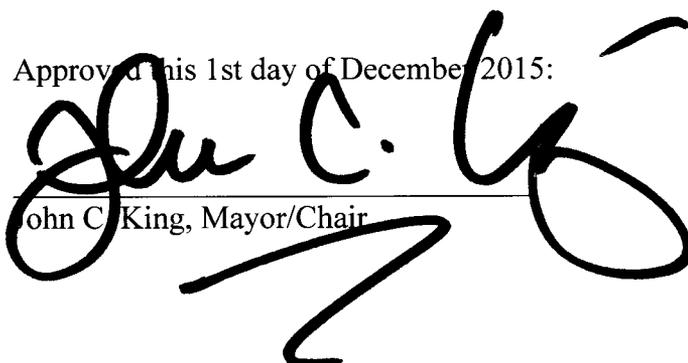
At 6:35 p.m., the meeting of the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Finance Authority/Covina Housing Authority was adjourned to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, November 17, 2015, at 6:30 p.m. for closed session and 7:30 p.m. for open session inside the Council Chamber, 125 East College Street, Covina, California, 91723.

Respectfully Submitted:



Sharon F. Clark, CMC
Chief Deputy City Clerk

Approved this 1st day of December 2015:



John C. King, Mayor/Chair