



City of Covina/Successor Agency to the
Covina Redevelopment Agency/
Covina Public Financing Authority/
Covina Housing Authority

Mayor John King – Mayor Pro Tem Stapleton

Council Members: Walter Allen – Peggy Delach – Jorge Marquez

REGULAR MEETING AGENDA

125 E. College Street, Covina, California

Council Chamber of City Hall

Tuesday, June 16, 2015

6:30 p.m.

- As a courtesy to Council/Agency/Authority Members, staff and attendees, everyone is asked to silence all cellular telephones and any other communication devices.
- 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.
- Please provide 10 copies of any information intended for use at the Council/Agency/Authority meeting to the City Clerk prior to the meeting.
- **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.
- **DOCUMENT AVAILABILITY:** Any writings or documents provided to a majority of the Council/Agency/Authority regarding any item on this agenda will be made available for public inspection at the City Clerk's Office at City Hall located at 125 E. College Street and the reference desk at the Covina Library located at 234 North Second Avenue during normal business hours. In addition, such writings and documents are available in the City Clerk's Office and posted on the City's website at www.covinaca.gov.
- Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the City Council/Successor Agency to the Covina Redevelopment Agency/Public Financing Authority/Covina Housing Authority unless listed on agenda, which has been posted not less than 72 hours prior to 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 the agenda for the **June 16, 2015** meeting was posted on **June 11, 2015** near the front entrance of the City Hall, 125 East College Street, Covina, near the front entrance of the Covina Public Library, 234 N. Second Avenue, Covina near the front entrance of the Joslyn Center, 815 N. Barranca Avenue, Covina, and on the City's website in accordance with Section 54954.2(a) of the California Government Code.

June 16, 2015

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING
AUTHORITY/COVINA HOUSING AUTHORITY
JOINT MEETING—CLOSED SESSION
6:30 p.m.**

CALL TO ORDER

ROLL CALL

Council/Agency/Authority Members Allen, Delach, Marquez, Mayor Pro Tem/Vice Chairperson Stapleton and Mayor/Chairperson King

PUBLIC COMMENTS

The Public is invited to make comment on Closed Session items only at this time. To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance and give it to the City Clerk. Your name will be called when it is your turn to speak. Individual speakers are limited to five minutes each.

The City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to closed session for the following:

CLOSED SESSION

- A. G.C. §54957.6 – CONFERENCE WITH LABOR NEGOTIATORS
City designated representatives: Andrea Miller, City Manager, Kim Raney, Police Chief, Danielle Tellez, Human Resources Director
Employee Organization: American Federation of State, County and Municipal Employees (AFSCME)

- B. G.C. §54957.6 – CONFERENCE WITH LABOR NEGOTIATORS
City designated representatives: Andrea Miller, City Manager, Kim Raney, Police Chief, Danielle Tellez, Human Resources Director
Unrepresented Employees: Building Official, Business License Technician, Electronic Resources Analyst, Information Tech Coordinator, Information Tech Services Manager, GIS Technician, Senior Accountant, Senior Information Tech Coordinator, Senior Management Analyst

- C. G.C. §54956.8 – CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: 800 North Banna (APN: 842-7003-901)
Agency negotiator: Andrea Miller, City Manager
Negotiating parties: Charter Oak Unified School District representative
Under negotiationNegotiations to include both price and terms of payment

RECESS

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING
AUTHORITY/COVINA HOUSING AUTHORITY
JOINT MEETING—OPEN SESSION
7:30 p.m.**

RECONVENE AND CALL TO ORDER

ROLL CALL

Council/Agency/Authority Members Allen, Delach, Marquez, Mayor Pro Tem/Vice Chairperson Stapleton and Mayor/Chairperson King

PLEDGE OF ALLEGIANCE

Led by Council Member Delach

INVOCATION

Given by Covina Police Chaplain Truax

PRESENTATIONS

None scheduled.

PUBLIC COMMENTS

To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance 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

City Manager Miller will provide an oral update on discussions related to alternative service delivery models.

CONSENT CALENDAR

All matters listed under consent calendar are considered routine, and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Council/Agency/Authority votes on them, unless a member of the Council/Agency/Authority requests a specific item be removed from the consent calendar for discussion.

- CC 1.** City Council to approve the minutes from the May 19, 2015 regular meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Public Financing Authority/Housing Authority.
- CC 2.** City Council to approve the payment of demands in the amount of \$2,532,047.65.
- CC 3.** Successor Agency to the Redevelopment Agency to receive payment of demands in the amount of \$18,814.27.
- CC 4.** City Council to approve **Resolution 15-7358** and Successor Agency to the Covina Redevelopment Agency **Resolution No. 15-031**, adopting an investment policy for the City's investment portfolio for fiscal year 2015-2016; and adopting an investment policy for the Agency's investment portfolio for fiscal year 2015-2016.
- CC 5.** City Council to approve a Professional Services Agreement with Bartel & Associates, LLC to Provide an Actuarial Valuation for OPEB (GASB 45) and authorize City Manager to execute agreement.
- CC 6.** City Council to 1) Approve Change Orders Nos. 1 and 2 for Project F-1414, Energy Efficiency Design-Build Contract for Citywide Lighting Upgrade increasing the construction contract by a total of \$24,956.05; 2) Adopt **Resolution No. 15-7356** amending the fiscal year 2014-2015 budget to appropriate additional funding in the Department of Public Works budget for Project F-1414 Energy Proposition A funds (account 2400-TO01-5242) and \$3,420.06 from Parking District reserves (account 2700-2800-52416-FI414); and 3) Authorize the City Manager or her designee to execute the approved change orders.
- CC 7.** City Council to approve **Resolution No. 15-7360**, adopting a City of Covina Green Streets Policy (GSP) to Comply with the 2012 Los Angeles County Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit, Order No. R4-2012-0175 (MS4 Permit).
- CC 8.** City Council to authorize Execution of Temporary Assignment of Water Production Rights from City of Covina to Covina Irrigating Company for Fiscal Years 2014-15 and 2015-16, Stock Assignment for 4218 Shares of Covina Irrigating Company Stock in FY 2015-16, Fiscal Year 2015-16 Covina Irrigating Company Lease Pool Commitment, and Leases of Covina Irrigation Company Stock in Fiscal Year 2015-16 from Shareholders; and authorize City Manager to execute all related documents.

CONSENT CALENDAR CONTINUED

- CC 9.** City Council to approve Memorandum of Understanding with Charter Oak Unified School District for School Resource Officer for 2015-2016 school year and authorize the City Manager and Chief of Police to execute.
- CC 10.** City Council to approve Memorandum of Understanding with Covina-Valley Unified School District for School Resource Officer for 2015-2016 school year and authorize the City Manager and Chief of Police to execute.
- CC 11.** City Council to approve Memorandum of Understanding with Azusa Unified School District for School Resource Officer for 2015-2016 school year and authorize the City Manager and Chief of Police to execute.
- CC 12.** City Council to adopt **Resolution Nos. 15-7361** and **15-7362** to accept grant funding from the State of California, Department of Alcoholic Beverage Control Grant Assistance Program, authorize an increase to the Police Department 2015-2016 budget in the amount of \$76,916, and authorize the City Manager or her designee to execute the grant documents on behalf of the City of Covina.
- CC 13.** City Council to approve recognition of revenue in the General Fund in the amount of \$1,474.24 (less all approved claims) for unclaimed items. Approve write-off of delinquent accounts in the amount of \$47,013.44.
- CC 14.** City Council to authorize City Manager to execute two contract extensions with BOSS Janitorial Services, Inc. to extend the term of the agreements, with same terms and conditions through February 28, 2016, and to assign contracts from Bell Building Maintenance to BOSS Janitorial Services, Inc. to reflect the recent sale of the company.
- CC 15.** City Council to authorize the City of Covina to enter into a Grant Agreement with the Los Angeles County Regional Park and Open Space District for the Joslyn Center ADA and Beautification Improvement Project F-1404.
- CC 16.** City Council to approve the Legal Services Agreement with Liebert Cassidy Whitmore, a Professional Law Corporation, and authorize the City Manager to execute.
- CC 17.** Approval of Paid Sick Leave Policy for Part-Time Employees, as Mandated by the State of California, Effective July 1, 2015.

PUBLIC HEARING

- PH 1.** City Council to conduct a public hearing and consider establishment and adjustment of certain development-related and other user fees.
- Staff Recommendation: **Cancel Public Hearing.**

PUBLIC HEARING CONTINUED

PH 2. City Council to conduct a public hearing and consider expenditure of 2015 Edward Byrne Memorial Justice Assistant Grant (JAG).

Staff Recommendation:

- 1) City Council conduct a public hearing and consider public testimony; and
- 2) City Council to receive and file proposed program for expenditure of 2015 Edward Byrne Memorial Justice Assistance Grant (JAG).

PH 3. City Council to conduct a public hearing to consider application Parcel Map (PM) No. 72690, a one-lot parcel map for the development of a 3-unit condominium and associated improvements on a roughly 8,925-square foot lot located at 276 West Dexter Street. Associated with the subdivision are previously approved applications Site Plan Review (SPR) 13-013 and Minor Variance (MV) 13-006.

Staff Recommendation:

- 1) City Council to open the public hearing and receive public testimony;
- 2) Make certain findings as required by the California Environmental Quality Act (CEQA), as defined in Section 15315 of the CEQA Guidelines, involving a minor land division at the time of the lead agency's determination; and
- 3) Adopt **Resolution No. 15-7363**, approving application Parcel Map (PM) No. 72690 to allow a one-lot parcel map for the development of a 3-unit condominium and associated improvements on a roughly 8,925-square foot lot located at 276 West Dexter Street (APN: 8444-010-011).

CONTINUED BUSINESS - No matters scheduled.

NEW BUSINESS

NB 1. City Council to authorize City Manager to Submit Draft Upper San Gabriel River (USGR) Enhanced Watershed Management Program (EWMP) to the Los Angeles Regional Water Quality Control Board (Regional Board).

Staff Recommendation:

City Council to authorize City Manager to submit the Draft EWMP to the Regional Board.

NEW BUSINESS CONTINUED

NB 2. City Council to approve a Resolution authorizing the Police Department to spend over \$25,000, not to exceed \$50,000 without further Council approval, for services provided by Liebert Cassidy Whitmore, Labor and Employment Attorney, and Dapeer, Rosenblit & Litvak, LLP, Municipal Code Attorney, respectively.

Staff Recommendation:

City Council to adopt **Resolution No. 15-7359** authorizing the Police Department to spend over \$25,000 for, not to exceed \$50,000 without further Council approval for services provided by Liebert Cassidy Whitmore, Labor and Employment Attorney, and Dapeer, Rosenblit & Litvak, LLP, Municipal Code Attorney, respectively.

ADJOURNMENT

The Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Finance Authority/Covina Housing Authority will hold an adjourned regular meeting on **Tuesday, June 23, 2015 at 5:30 p.m.** inside the Council Chamber, 125 East College Street, Covina, California 91723 for budget review and approval. The next regular meeting of the Council/Agency/Authority is scheduled for **Tuesday, July 7, 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.