



MINUTES OF NOVEMBER 17, 2015

REGULAR MEETING OF THE COVINA CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY /COVINA PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY HELD IN THE COUNCIL CHAMBER OF CITY HALL, 125 EAST COLLEGE STREET, COVINA, CALIFORNIA

CALL TO ORDER

Mayor King called the Council/Agency/Authority meeting to order at 6:45 p.m. All City Council Members were present except Council Member Allen. The closed session items were announced. There were no public comments.

ROLL CALL

Council Members Present: Peggy A. Delach, 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, Police Captain Derek Webster, Assistant to the City Manager Angel Carrillo, GIS Technician Knox, and Chief Deputy City Clerk Sharon F. Clark.

CLOSED SESSION

A. 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 negotiation: Negotiations to include both price and terms of payment

B. G.C. §54956.8 CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 1162 N. Citrus Avenue
Property Negotiator: Charles McKeag, MLC Holdings, Inc.
Agency Negotiator: Andrea Miller, City Manager
Under negotiation: Negotiations to include both price and terms of payment

RECONVENE AND CALL TO ORDER

The City Council/Successor Agency to the Covina Redevelopment Agency/Public Financing Authority/Housing Authority meeting was called to order at 7:32 p.m.

City Attorney Lee announced that there were no reportable actions related to closed session items and that direction was given to staff.

Mayor King announced that Council Member Allen was not present due to the passing away of his mother.

PLEDGE OF ALLEGIANCE

Police Chief Raney led the Pledge of Allegiance.

INVOCATION

Police Chaplain Dave Truax gave the invocation.

PRESENTATIONS

Presentation by Pueri Cantores San Gabriel Valley.

Mayor King introduced Pueri Cantores San Gabriel Valley (PCSGV), the first American children's choir to be invited to sing at the Sistine Chapel in Rome, who then performed a song.

Mayor King presented certificates of congratulations from Congresswoman Grace Napolitano, State Senator Dr. Ed Hernandez and the City Council to PCSGV Founder and Artistic Director Patrick Flahive, who accepted on behalf of the choir, and invited everyone to the Christmas Concert at Sacred Heart Church.

Mayor King announced that City Hall is closed for Thanksgiving on November 25 and 26, 2015; commended the Field of Valor event put on by the Covina Rotary Club; expressed condolences to Council Member Allen on the passing of his mother, Gladys Denice Allen; and announced that the meeting would be adjourned in her memory.

PUBLIC COMMENTS

Speaker Leonard Wayne Rose, Jr. commented on El Niño storm preparation.

Speaker Bill McIntyre, applicant for Public Hearing item PH 2, requested that Public Hearing item PH 2 be removed from the agenda as he was withdrawing his appeal of the Planning Commission's denial of his variance application.

COUNCIL/AGENCY/AUTHORITY COMMENTS

Mayor Pro Tem Stapleton reported on items considered at the Sanitation District meeting he attended on November 16, 2015, including coming rate increases for tipping fees; announced that since the Council of Governments (COG) meets this week on Thursday, November 19, he had nothing new to report; announced the Tree Lighting ceremony to be held on Saturday, November 21, 2015, and the Christmas Parade to be held on December 5, 2015; and wished all a Happy Thanksgiving.

Council Member Marquez commended the Field of Valor event; solicited prayers for those who were affected by the tragedies in Lebanon and France, expressed his appreciation for first

responders and for living in the United States; commented that many residents had contacted him regarding Metrolink and having quiet zones, and requested that staff keep the topic in mind to discuss in the near future at a Study Session or Council Meeting.

Council Member Delach commented that Council cannot create quiet zones, but may request them; commended the Field of Valor event; expressed condolences to the families affected by the Paris terrorist attacks; reminded the community of the tragedy of the 911 event in the United States; and wished all a Happy Thanksgiving.

Mayor King extended blessings, love, and heartfelt sorrow on behalf of the community to the citizens of Paris, Lebanon, Beirut, and Kenya affected by recent tragedies; wished all a Happy Thanksgiving; and announced the Christmas Tree Lighting Ceremony on Saturday, November 21, 2015, at 6:00 p.m. at Heritage Plaza, 400 North Citrus Ave.

CITY MANAGER COMMENTS

City Manager Miller responded to Council Member Marquez's request for quiet zones by stating that Council may request quiet zones, but the decision is in the purview of another agency; commented on Metrolink's discussion of grade separations to help reduce the need for train whistles while maintaining safety issues; and stated that the City will continue to reinforce the City's interest in reducing train whistles and improving safety with new Metrolink leadership.

CONSENT CALENDAR

Council Member Marquez requested that item CC 11 be pulled for separate consideration.

On a motion made by Mayor Pro Tem Stapleton, seconded by Council Member Delach, the City Council approved Consent Calendar items CC 1 through CC 10.

Motion approved the Consent Calendar items CC 1 – CC 10 as follows:

AYES: DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: ALLEN

- CC 1. City Council approved the minutes of the October 6, 2015, and November 3, 2015, Regular meetings of the City Council/Successor Agency to the Covina Redevelopment Agency/Public Financing Agency/Housing Authority.
- CC 2. City Council approved the payment of City demands in the amount of \$1,374,651.47.
- CC 3. Successor Agency to the Covina Redevelopment Agency approved payment of Agency demands in the amount of \$60,411.70.
- CC 4. City Council adopted **Resolution No. 15-7415** amending the FY 2015-2016 Adopted Budget to reflect an appropriation from the Asset Forfeiture Fund for the repair of the Police Department's Armored Rescue Vehicle.
- CC 5. City Council adopted **Resolution No. 15-7416** amending the Fiscal Year 2015-16 Adopted Budget to reflect an appropriation from the Central Replacement Fund to purchase five (5) Police Department vehicles and six (6) aftermarket police package retrofits.

- CC 6. City Council adopted **Resolution No. 15-7417** confirming the continued existence of an emergency condition at Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code.
- CC 7. City Council authorized the City Manager to execute the First Amendment to Letter Agreement with Kimley-Horn and Associates, Inc. for Traffic Engineering Design Services for the Intersection at Workman Avenue and Hollenbeck Avenue, Project No. T-1407 increasing the cost by \$3,300 from \$38,500 to \$41,800.
- CC 8. City Council and the Successor Agency to the Covina Redevelopment Agency received and filed the Quarterly Report of the Treasurer to the City Council and the Successor Agency to the Covina Redevelopment Agency for the Quarter Ended September 30, 2015.
- CC 9. City Council approved an Agreement between the Cities of La Verne and Covina for the Transfer of a Portion of Covina's Rule 20A Allocation to the City of La Verne and Written Notice to Southern California Edison Making a Formal Request to Transfer and Assign a Portion of Rule 20A Funds Contained in the Covina Allocation to City of La Verne, and authorized the City Manager to execute the necessary documents.
- CC 10. City Council authorized the City Manager to negotiate and execute a Professional Services Agreement with Avery & Associates to conduct an executive search recruitment for the position of Finance Director.

CONSENT CALENDAR ITEM PULLED FOR SEPARATE CONSIDERATION

- CC 11. Professional Services Agreement with Rice, Englander and Associates for Legislative Advocacy.

Council Member Marquez asked about the services provided to ascertain that services are needed. City Manager Miller explained that when the Council adopted the budget, a decision had been made to focus on state measures rather than federal; commented on the importance of having someone acting on the City's behalf at the state level, gather information, and look for cost-reduction opportunities; recommended the continuance of utilizing services from Rice, Englander and Associates; commented that additional reporting mechanisms had been requested, and recommended re-evaluation after a period with the recently-expanded level of service terms.

On a motion made by Mayor Pro Tem Stapleton, seconded by Council Member Delach, the City Council approved Consent Calendar item CC 11.

Motion approved the Consent Calendar item CC 11 as follows:

AYES: DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: ALLEN

PUBLIC HEARING

PH 1. Proposed Ordinance Repealing Chapter 5.12 (“Billiard Parlors, Billiard And Pool Tables”) and Modifying Regulations Relating To Dancing And Entertainment By Repealing Chapter 5.28 (“Dance And Dance Halls”) And Adopting A New Chapter 5.28 (“Entertainment”) In Title 5 (“Business Licenses And Regulations”) of the Covina Municipal Code.

City Manager Miller presented the staff report and Police Captain Webster presented a PowerPoint presentation.

Mayor Pro Tem Stapleton asked if there is a minimum resolution standard required for video security systems. Captain Webster responded all systems are high quality and are preapproved before permits are issued.

Community Development Director Lee presented a report explaining benefits of the proposed permitting process instead of the existing CUP procedure.

Mayor King opened the public hearing.

Discussion included the effect of new requirements on business operators; exemption from entertainment permits for smaller-capacity businesses; and case-by-case basis for entertainment permits for larger-capacity businesses.

Council Member Marquez asked what the general mood of the meeting with the merchants was. Captain Webster responded that everything went very well; input from the merchants was taken into consideration and some revisions were made based on the input; also, there was an understanding that the City is trying to create a more business-friendly environment while still providing public safety.

Mayor King opened the public hearing. There was no public comment; therefore, Mayor King closed the public hearing.

On a motion made by Mayor Pro Tem Stapleton, seconded by Council Member Delach, the City Council introduced and waived further reading of **Ordinance No. 15-2046**, and directed staff to agendize the Ordinance for a second reading and adoption; directed staff to analyze costs related to various permits established pursuant to the proposed ordinance and prepare a resolution establishing the fees for City Council consideration; and directed staff to create a “One-time CUP Modification” program for entertainment-related conditions of approval and present the proposed program to the City Council for consideration at a future meeting.

Motion carried for Public Hearing item PH 1 as follows:

AYES: DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: ALLEN

City Attorney Lee read Ordinance No. 15-2046 by title only.

PH 2. Appeal of the Planning Commission's denial of Variance No. 15-001, a variance request for a proposed freestanding sign located at 545-547 North Citrus Avenue to exceed the maximum sign height (20 ft.) and face (75 sq. ft.) limits for property in the Town Center Commercial (TC-C) Zone.

Mayor King announced that Mr. McIntyre had withdrawn his appeal during Public Comment earlier in the meeting.

Mayor King opened the public hearing. There was no public comment; therefore, Mayor King closed the public hearing.

A motion was made by Mayor Pro Tem Stapleton, seconded by Council Member Delach to accept the withdrawal of the appeal by Mr. McIntyre of Public Hearing item PH 2.

Motion carried for Public Hearing item PH 2 as follows:

AYES: DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: ALLEN

NEW BUSINESS

NB 1. Request to Amend the Mid-Management, Supervisory and Professional, and Confidential and Technical Employees Compensation Rules to add the classification of Public Works Manager.

City Manager Miller and Human Resources Director Tellez presented the staff report.

Mayor King asked if the records show why the position/title was previously removed. Human Resource Director Tellez responded there are no records indicating a specific reason. City Manager Miller commented that it is important to have someone qualified to deal with day-to-day operations.

Council Member Marquez asked the difference between superintendent and manager positions. City Manager Miller responded that the manager level would address project-management issues.

On a motion made by Council Member Delach, seconded by Mayor King, the City Council adopted **Resolution No. 15-7420**, amending the Mid-Management, Supervisory and Professional, and Confidential and Technical Employees Compensation Rules (2013 version) and established a new classification for Public Works Manager.

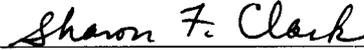
Motion approved for New Business item NB1 as follows:

AYES: DELACH, KING, MARQUEZ, STAPLETON
NOES: NONE
ABSTAIN: NONE
ABSENT: ALLEN

ADJOURNMENT

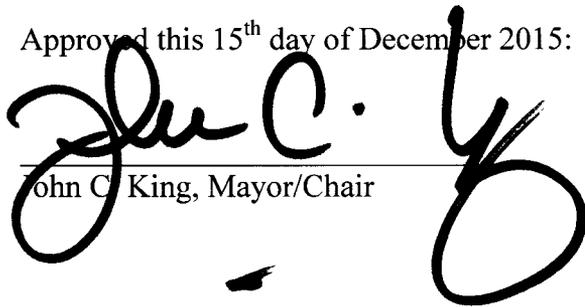
At 8:31 p.m., the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority was adjourned in memory of Gladys Allen to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, December 1, 2015, at 6:30 p.m., for closed session and 7:30 p.m., for open session in the Council Chamber located inside of City Hall, 125 East College Street, Covina, California, 91723.

Respectfully Submitted:



Sharon F. Clark, CMC
Chief Deputy City Clerk

Approved this 15th day of December 2015:



John C. King, Mayor/Chair