



MINUTES OF OCTOBER 20, 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 6:30 p.m. All City Council Members were present. The closed session items were announced. There were no public comments.

ROLL CALL

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

Council Members Absent: None

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, Acting Assistant Fire Chief Jim Enriquez, Human Resources Director Danielle Tellez, Public Works Director Siobhan Foster, Community Development Director Brian Lee, GIS Technician James Knox, and Chief Deputy City Clerk Sharon F. Clark.

CLOSED SESSION

A. 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

B. CONFERENCE WITH LEGAL COUNSEL— ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 - Number of potential cases: 1

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 7:30 p.m. Mayor King announced that all Council Members were present.

City Attorney Lee announced that the City Council/Agency/Authority met in closed session with all members present. There were no reportable actions related to closed session items and direction was given to staff.

PLEDGE OF ALLEGIANCE

Mayor King led the Pledge of Allegiance.

INVOCATION

Police Chaplain David Truax gave the invocation.

PRESENTATIONS

Breast Cancer Awareness Proclamation

Mayor King and Council Member Allen presented Rich Jett, current board member and former chair of Citrus Valley Health Partners, with a proclamation proclaiming October 2015 as National Breast Cancer Awareness Month, recognized Citrus Valley Health Partners Cancer Care Center and thanked them for their dedication to cancer survivors and their families, and encouraged Covina residents to join in activities that increase cancer awareness.

Red Ribbon Week Proclamation

Mayor King presented Police Chief Raney with a proclamation proclaiming the week of October 23 - 31, 2015, as Red Ribbon Week, encouraged everyone to demonstrate their commitment to a drug-free community by wearing a red ribbon to show their support of the fight against drug abuse, and to promote the drug-free cause in every possible way.

Police Chief Raney accepted the proclamation, thanked the Council, and encouraged schools, community groups, and parents to help guide children to make the right decisions.

Public Safety Committee Plaque Presentation

Police Chief Raney commended Tim Cromartie, lobbyist for the League of California Cities Public Safety Committee, for his involvement and leadership in partnering with the police chiefs over the last two years to craft legislation to regulate and control the marijuana industry that was initiated with Proposition 215 and Senate Bill 420.

Mr. Cromartie presented Council Member Allen, outgoing Chair of the League of California Cities Public Safety Committee, with a plaque and commended him for his service.

PUBLIC COMMENTS

Speaker Leonard Wayne Rose, Jr. shared his religious beliefs and commented on Homeboy Industries rehabilitation programs.

Speaker Barbara Jordan commented on her visit to the Covina Public Library on February 9, 2015, where she felt she was unjustly evicted from the Library and informed Council that she would like her Library privileges reinstated.

Mayor King explained to Ms. Jordan that no action will be taken by Council because the item is not on the agenda.

City Manager Miller informed Ms. Jordan that she will follow up with her by email since Ms. Jordan notified Council that she does not currently have a phone.

Speaker Dale Kunesh expressed his appreciation and gratitude for Council, Police Chief Raney, and City staff for the great job they are doing with the City of Covina.

COUNCIL/AGENCY/AUTHORITY COMMENTS

Mayor King requested the City Council support his request for the preparation of a report regarding the election of board members for Covina Irrigating Company for Council review at a meeting in December 2015. Mayor Pro Tem Stapleton agreed.

Mayor Pro Tem Stapleton wished the community a safe Halloween, and encouraged the community to attend the Halloween Carnival at Covina Park on Saturday, October 31, 2015, and the City Council Special Meeting with Los Angeles County Supervisor Michael Antonovich on Wednesday, October 21, 2015.

Council Member Allen thanked the Downtown Business Association and the Parks and Recreation Department for a job well-done hosting Thunderfest. He requested that the meeting be adjourned in memory of Bob Bartlett, former Mayor and Council Member of Monrovia.

Mayor King agreed to adjourn in memory of Mr. Bartlett and commended his achievements.

Council Member Marquez congratulated Council Member Allen for the Public Safety Award he had received, announced the Dump Your Junk event for hazardous and e-waste disposal to be held on October 24, 2015, and asked for clarification on the requirements to participate in the event. City Manager Miller responded that anyone wanting to participate in the Dump Your Junk event must live in Covina and show proof of residency in the form of a utility bill.

Council Member Delach reported that Bob Bartlett was a founding member of Foothill Transit and that the Foothill Transit Governing Board Meeting she had attended last Friday, October 16, 2015, was adjourned in his memory. She provided updates on the Gold Line, Pilot Line, ridership trends, and Rose Bowl shuttle service, and gave kudos to the Covina Chamber of Commerce, Downtown Business Association, and to the Parks and Recreation Department for the Thunderfest event.

Mayor King commented on the success of Thunderfest and thanked all who partnered for the event, including the Police Department. Mayor King announced the following events: 1) Special City Council Meeting with Los Angeles County Supervisor Michael Antonovich on Wednesday, October 21, 2015, from 8 a.m. to 10 a.m.; 2) Halloween Carnival on Saturday, October 31, 2015, from 5:30 p.m. to 8:30 p.m. at Covina Park, 301 North 4th Avenue; and 3) Dia de los Muertos on Sunday, November 1, 2015, from 11 a.m. to 7 p.m. at Forest Lawn Covina Hills, 21300 Via Verde Drive.

CITY MANAGER COMMENTS

City Manager Miller requested that Resolution No. 15-7397 on Consent Calendar Item CC 5 be amended prior to Council consideration by adding a section 3 that indicates the City Manager is hereby authorized to execute the grant agreement with Metro on behalf of the City Council. She reported that a petition had been received from Mark and Irma Lopez regarding Consent Calendar Item CC 12. Council acknowledged they had received the petition.

Mayor King, on behalf of the Council, acknowledged the receipt of petition and stated it had been reviewed.

CONSENT CALENDAR

On a motion made by Mayor Pro Tem Stapleton, seconded by Council Member Allen, the City Council approved Consent Calendar items CC 1 through CC4 and CC 6 through CC 18 as presented, and CC 5 as amended.

Motion approved the Consent Calendar items CC 1 through CC 18 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

- CC 1. City Council approved minutes of the September 15, 2015 Regular meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Public Finance Authority/Housing Authority.
- CC 2. City Council approved the payment of demands in the amount of \$3,288,615.54.
- CC 3. Successor Agency to the Redevelopment Agency approved payment of demands in the amount of \$13,513.11.
- CC 4. City Council adopted **Resolution No. 15-7397**, appropriating \$29,305 in available Measure R Fund Balance and increasing the Fiscal Year 2014-15 Capital Projects Fund Budget in the amount of \$29,305, approved Change Orders for Project T0814B, Pedestrian and Metrolink Station Improvements, and authorized the City Manager to execute the grant agreement with Metro on behalf of the City Council.
- CC 5. City Council approved entering into an agreement with Los Angeles County Metropolitan Transportation Authority for the acceptance of the MTA Transit-Oriented Development Planning Grant.
- CC 6. City Council approved Change Orders for Project No. T-0733, Glendora Avenue and Cienega Street Traffic Signal Installation and adopted **Resolution No. 15-7402** appropriating \$45,508 in available Measure R Fund Balance and increasing the Fiscal Year 2015-16 Capital Projects Fund Budget in the Amount of \$45,508.
- CC 7. City Council adopted **Resolution No. 15-7403** appropriating \$5,187 in Available Measure R Fund Balance and Increasing the Fiscal Year 2015-16 Capital Projects Fund Budget in the Amount of \$5,187, and authorized Final Acceptance and Filing Notice of Completion of Public Works Project No. P-1304, Federal Project No. STPL-5118(018): Resurfacing of Streets at Hollenbeck Avenue, Cypress Street, et al.
- CC 8. City Council authorized the City Manager to execute the Second Amendment to the Agreement with Absolute Security International, Inc. for security services at Covina Metrolink Station and Parking Complex.
- CC 9. City Council adopted **Resolution No. 15-7405**, confirming the continued existence of an emergency condition for Roycove Reservoir and Pump Station pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code.

- CC 10. City Council adopted **Resolution No. 15-7406**, amending Fiscal Year 2015-16 Parks & Recreation Department, Library Services Division Budget by \$19,500 for the purchase of books and periodicals utilizing the Joseph J. Borrello Funds.
- CC 11. City Council approved Change Order Nos. 47-49 for Cougar Park Project #M-1204 reflecting a decrease in the construction contract with GMZ Engineering, Inc. in the amount of \$30,165.75.
- CC 12. City Council adopted **Resolution Nos. 15-7407 and 15-7408**, relating to the annexation of territory to Community Facilities District No. 2007-1 (425 W. Center Street).
- CC 13. City Council authorized the City entering into a Funding Agreement for Community Engagement Activities related to the Countywide Parks Needs Assessment.
- CC 14. City Council approved an Information Support Services Agreement with BreaIT Solutions, a division of the City of Brea, and authorized the City Manager to execute the agreement on behalf of the City.
- CC 15. City Council approved a Professional Services Agreement with Arroyo Background Investigations for Background Investigations for the Police Department.
- CC 16. City Council approved a Professional Services Agreement Amendment 2 for Alliant Consulting, Inc. for Cougar Park Project M-1204 in the amount of \$30,032 and extending the term of the agreement to December 31, 2015.
- CC 17. City Council approved an increase to the compensation amount for Legal Services with Liebert Cassidy Whitmore, a Professional Law Corporation, and authorized the City Manager to execute.
- CC 18. City Council approved Professional Services Agreement Amendment No. 1 with Van Dam Engineering for design services for Cougar Park Project M-1204 to extend the term of the Agreement.

PUBLIC HEARING

PH 1. Consideration of Urgency Ordinance No. 15-2045 which would extend the moratorium on issuing any new or renewing dance and entertainment permits, by ten (10) months and fifteen (15) days.

Mayor King opened the Public Hearing.

City Manager Miller and Community Development Director Lee presented the staff report.

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

On a motion made by Council Member Allen, seconded by Council Member Delach, the City Council approved **Urgency Ordinance No. 15-2045** extending the moratorium on issuing any new dance and entertainment permits.

Motion adopted Urgency Ordinance No. 15-2045 as listed under Public Hearing item PH 1, as follows:

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

NEW BUSINESS

NB 1. Consideration of Conditional-Use Permit Modification Scenarios for CUP No. 11-006 (authorizing a restaurant with outside sidewalk dining with alcohol and entertainment located on real property at 211 North Citrus Avenue, Covina)

City Manager Miller and Community Development Director Lee presented the staff report. City Manager Miller indicated that this item was presented because information on the timeframe had been requested, and as planned, resolutions will be presented for action at a November 2015 meeting.

On a motion made by Council Member Delach, seconded by Council Member Allen, the City Council moved to receive and file the report.

Motion approved for New Business item NB1 as follows:

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

NB 2. City Council and City Manager Roles and Responsibilities, Code of Conduct, and Procedural Guidelines for the Conduct of Council Meetings

Mayor King expressed gratitude for the professionalism and respect that Council has for one another, staff and the community. He commended City Manager Miller, City Attorney Lee, and City staff for their dedication and hard work.

City Manager Miller presented the staff report.

Council Member Delach commented on Council always working very hard to be respectful and professional, on being proud to be on the Council, and on the importance of periodically reviewing procedural guidelines.

Council Member Allen commented on Council not being restricted and having the ability to be involved with other regional groups; revamping or removing boards and commissions that are not active; more community involvement by having virtual town hall meetings; and commended Council for their respectful behavior and bringing success to the community by working together.

Council Member Marquez commented on being considerate of staff time; on use of technology on the dais and suggested that staff look into a policy; and noted that if the Council representative cannot attend a committee meeting, the alternate should be notified to attend.

Mayor Pro Tem Stapleton commented on the use of technology at the dais during meetings; on the City of Livingston policy on City Council duties; on current policies having been enacted due to past abuses by council members; on interpretation of page 318 of the agenda packet regarding Council and communication with staff; and on the need to develop policies so that staff perception and Council perception are the same and there are no misunderstandings.

City Manager Miller responded that policy language can be changed if unclear.

Mayor Pro Tem Stapleton commented on the importance of reporting back as Council liaisons to boards and commissions and outside agencies; suggested dividing reporting sections on the agenda for Council comments and Council reports; and requested training or assessment of committee members.

Council Member Delach commented on the importance of making one's alternate aware of the Council representative being unable to attend meetings so that the City can still be represented, and of reporting back from meetings to make everyone aware of happenings.

Council Member Allen commented on trainings for proper decorum for Council and Boards and Commissions.

Mayor King suggested the Council implement a regular study session meeting schedule in a less formal place that supports the study, dialogue and discussion on matters prior to formal action. Council discussed the possible times and frequency for study sessions.

Mayor Pro Tem Stapleton made a motion, seconded by Council Member Delach, that New Business Item NB 2 be referred to a subcommittee to meet with staff to develop a more inclusive document and brought back to the first Study Session, November 17, 2015 at 5 p.m.

Following brief discussion, Mayor Pro Tem Stapleton, with the agreement of Council Member Delach, amended his motion and moved that New Business Item NB 2 be brought back to the first Study Session meeting on November 17, 2015 at 5 p.m., which will begin the regular study sessions to take place every third Tuesday at 5:00 p.m. Council Member Allen seconded the motion.

Motion approved for New Business item NB2 as follows:

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

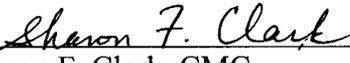
ADJOURNMENT

Mayor King reminded the community of the memorial service on October 21, 2015, at 12:00 p.m. for Police Volunteer Rudy Fonseca.

At 9:12 p.m., the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority adjourned in memory of

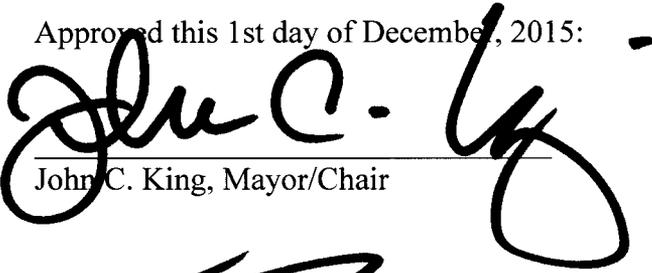
Bob Bartlett to the next regular meeting of the Council/Agency/Authority on Wednesday, October 21, 2015 at 8:00 a.m. in the Council Chamber located inside of City Hall, 125 East College Street, Covina, California, 91723.

Respectfully Submitted:



Sharon F. Clark, CMC
Chief Deputy City Clerk

Approved this 1st day of December, 2015:



John C. King, Mayor/Chair

