



MINUTES OF SEPTEMBER 15, 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: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
Council Members Absent: NONE
Elected Members Present: COBBETT, WALCZAK
Staff Members Present: City Manager Miller, City Attorney Lee, Police Captain Webster, City Manager Assistant Carrillo, Finance Director Michicoff, Public Works Director Foster, Community Development Director Lee, Human Resources Director Tellez, City Planner Carter, Parks & Recreation Director Hall-McGrade, Sr. Housing & CDBG Economic Development Manager Gasser, Community Relations Supervisor Hynes, GIS Technician Knox, and Interim Chief Deputy City Clerk Leach.

CLOSED SESSION

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 item and that direction was given to staff.

PLEDGE OF ALLEGIANCE

Council Member Marquez led the Pledge of Allegiance.

INVOCATION

Covina Police Chaplain Venegas gave the invocation.

PRESENTATIONS

Proclamation: Covina High School Future Farmers of America

James Scharton, President of Covina High School Future Farmers of America, and fellow members gave updates on their programs within the community.

Proclamation: DAR Constitution Week

Mayor King introduced Debbie King, Regent of the Covina Chapter, Daughters of American Revolution (DAR), and thanked them for their stewardship and reminding the community of the importance and meaning behind the Constitution.

Mayor King stated that Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States designating September 17 - 23 as Constitution Week. Mayor King proclaimed that Covina shall join in the celebration of this nation's Constitution.

Proclamation: National Literacy Month

Mayor King proclaimed September 15, 2015 as "National Literacy Month." He commended the Covina Library volunteers, tutors, and adult learners and urged all citizens to help support the goals of the Library's literacy program.

Presentation: Covina Christmas Parade Chair

Joelle Peelgren, 2015 Covina Christmas Parade Chair, announced two events: 1) 26th Annual Tree Lighting event on Saturday, November 21, 2015 at Heritage Park; and 2) 65th Annual Christmas Parade on December 5, 2015. She shared that the Christmas Parade theme, "It's a Wonderful Life," is dedicated to Officer Jordan Corder. She added that no matter what our challenges are in life, she hopes that this Christmas Parade will help bring peace, hope, and joy, helping everyone to realize that it's about coming together; and that every life counts, every life matters. She thanked Council for their support of the parade.

Acknowledgement: Boy Scouts

Mayor King acknowledged three Boy Scouts present in the audience who are on the path to becoming Eagle Scouts. He encouraged the young men to stay the course, for they are tomorrow's leaders.

PUBLIC COMMENTS

Bob Gorski, member of Covina Concert Band, thanked Council for their support and for allowing them to deliver joy through music to Covina. He thanked Parks & Recreation Director, Amy Hall-McGrade and her staff for being the backbone of what they do. He also expressed his appreciation of the Swing Band Festival.

Steve Demuth, Associate Priest of Holy Trinity Church, invited everyone to the Third Annual Celebration of the Feast of St. Michael & All Angels to offer prayer and blessings to officers, fire fighters, and first responders on Sunday, September 27, 2015 at 10:15 a.m.

Covina resident Frank Aceves expressed his gratitude and appreciation for the Police Department and the great job they're doing.

COUNCIL/AGENCY/AUTHORITY COMMENTS

Council Member Marquez announced that the Charter Oak Education Foundation 5k is September 2, 2015 and encouraged the community to sign up. He thanked Mr. and Mrs. Aceves for coming down to express their gratitude to the Police Department. Council Member Marquez indicated that he had spoken with City Manager Miller to express his concern about phone calls and social media messages he had received indicating that there has been a rise in burglaries. He requested a report on crime statistics for the City of Covina. He commented on neighborhood watch programs and the possibility of having another town hall meeting regarding public safety.

Police Chief Raney responded to Council Member Marquez' requests and gave an update on current crime statistics. He urged citizens to be vigilant and to pay attention to the state legislature, to the bills that are being passed, to what the ballot measures actually say, and to the impact they can have. Council Member Allen added that Proposition 47 and AB 109 are devastating California, as criminals that would normally be locked up are now being recycled.

Council Member Delach said she would like to see a neighborhood watch in her area.

Council Member Allen complimented everyone involved in the Swing Band Festival. He also commented briefly on Proposition 47, AB 109, and the budget to support the Police Department.

Mayor Pro Tem Stapleton wished all Jewish friends a Happy New Year, Rosh Hashanah. He commented on the light timing of traffic signals at various intersections and code enforcement issues related to hardscape and drought tolerant landscapes. He announced that September 25, 2015 is Covina Day at the Los Angeles County Fair and his hope is that everyone will attend. In closing, he requested that the meeting be adjourned in memory of M. Lynn Houston.

Mayor King reiterated that September 25, 2015 is Covina Day at the Los Angeles County Fair and directed those who were interested in more information or purchasing \$5 tickets to the City's website at www.covinaca.gov. He announced that Bob Ihsen will be recognized as Covina's Hometown Hero. He indicated that the Swing Band Festival was a great and successful event, and thanked Parks & Recreation Director Hall-McGrade, Community Relations Supervisor Hynes, Community Resources Specialist Krone, and staff for their hard work.

CITY MANAGER COMMENTS

City Manager Miller advised that Consent Calendar Item CC 2 was pulled from the agenda and will be rescheduled in order to verify information. She added that the font was changed on Consent Calendar Item CC 4 in order to make it larger and easier to read.

City Manager Miller introduced and welcomed Sharon Clark who will be the new Chief Deputy City Clerk starting on September 21, 2015. She announced that Evelyn Leach will be leaving the position of Interim Chief Deputy City Clerk, but will continue to help serve in Human

Resources and later in the Public Works Department. She then welcomed Sharon Clark to say a few words. Sharon Clark expressed her excitement to join the City of Covina team.

Mayor King thanked Evelyn Leach for all she has done and for being a calming force while serving as Interim Chief Deputy City Clerk.

CONSENT CALENDAR

- CC 1.** City Council approved the minutes from the August 18, 2015 Regular meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Public Financing Authority.
- CC 2.** City Council approved the payment of demands in the amount of \$3,075,762.65.
- CC 3.** Successor Agency to the Redevelopment Agency received payment of demands in the amount of \$61,232.18.
- CC 4.** Successor Agency to the Covina Redevelopment Agency approved Recognized Obligation Payment Schedule (ROPS 15-16B), covering January 1, 2016 through June 30, 2016 and directed it to be provided to the Successor Agency Oversight Board for consideration and approval.
- CC 5.** City Council approved an agreement between the Los Angeles County Department of Mental Health and the Azusa, Covina, Glendora, and West Covina Police Departments (East San Gabriel Mental Evaluation Team) and authorized the Chief of Police to execute the agreement.
- CC 6.** City Council approved an Amendment to the Professional Services Agreement between the City of Covina and Michael J. O'Day and Associates for Parking Adjudication Hearing services, and authorized the City Manager to execute the agreement.
- CC 7.** City Council adopted **Resolution No. 15-7390**, appropriating \$55,129 in available Measure R Fund Balance and increasing the Fiscal Year 2014-15 Capital Projects Fund Budget in the amount of \$55,129 and approving Change Orders for Project T-0814B, Pedestrian and Metrolink Station Improvements.
- CC 8.** City Council approved **Resolution No. 15-7392**, approving the Carryover of Continuing Appropriations from Fiscal Year 2014-2015 to Fiscal Year 2015-2016.
- CC 9.** City Council/Authority/Agency adopted Policies and Procedures for the McGill Transitional House by the following actions: 1) Adopt City **Resolution 15-7393** of the City of Covina approving Policies and Procedures for the McGill Transitional House; 2) Adopt Authority **Resolution 15-002** of the Covina Housing Authority supporting the City's approval of Policies and Procedures for the McGill Transitional House; and 3) Adopt Successor Agency **Resolution 15-033**, supporting the City's approval of Policies and Procedures for the McGill Transitional House.

- CC 10.** City Council authorized entering into Professional Services Agreement with Alameda Park Street Bicycles Inc. dba BIKEHUB for Bicycle Parking Management Services, adopting **Resolution No. 15-7394**, amending the fiscal year 2015-16 budget for this project, and authorizing the City Manager to execute the agreement.
- CC 11.** City Council authorized the City Manager to execute the Second Amendment to Contract for Traffic Signal Maintenance with Computer Service Company for Fiscal Year 2015-2016.
- CC 12.** City Council approved request by ArtSourced-Pros for exemption from the City's business license tax. The organization is located at 973 E. Badillo Street, Suite B, Covina.

On a motion made by Mayor Pro Tem Stapleton, seconded by Council Member Marquez, the City Council approved Consent Calendar items CC 1; CC 3; CC 5 through CC 8; and CC 10 through CC 12. CC 4 and CC 9 were removed from the Consent Calendar for further discussion. CC 2 was removed from the Consent Calendar and is to be rescheduled.

Motion approved the Consent Calendar items CC 1; CC 3; CC 5 through CC 8; and CC 10 through CC 12 as follows:

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

CONSENT CALENDAR ITEM REMOVED FOR SEPARATE DISCUSSION

- CC 4.** Successor Agency to the Covina Redevelopment Agency to approve Recognized Obligation Payment Schedule (ROPS 15-16B), covering January 1, 2016 through June 30, 2016 and direct it to be provided to the Successor Agency Oversight Board for consideration and approval.

City Manager Miller provided a brief report. Discussion followed.

On a motion made by Council Member Delach, seconded by Council Member Marquez, the City Council approved Consent Calendar item CC4 approving Recognized Obligation Payment Schedule (ROPS 15-16B), covering January 1, 2016 through June 30, 2016 and directed it to be provided to the Successor Agency Oversight Board.

Motion approved the Consent Calendar item CC 4 as follows:

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

- CC 9.** City Council/Authority/Agency to adopt Policies and Procedures for the McGill Transitional House by the following actions: 1) Adopt City **Resolution 15-7393** of the City of Covina approving Policies and Procedures for the McGill Transitional House; 2) Adopt Authority **Resolution 15-002** of the Covina Housing Authority supporting the City's approval of Policies and Procedures for the McGill Transitional

House; and 3) Adopt Successor Agency **Resolution 15-033**, supporting the City's approval of Policies and Procedures for the McGill Transitional House.

City Manager Miller provided a brief overview and Community Development Director Lee answered questions from Council.

On a motion made by Mayor Pro Tem Stapleton, seconded by Council Member Allen, the City Council approved Consent Calendar item CC 9 adopting policies and procedures for the McGill Transitional House.

Motion approved the Consent Calendar item CC 9 as follows:

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

PUBLIC HEARING

PH 1. City Council to conduct a public hearing to consider **Ordinance No. 15-2041**, application to add Section 14.04.210 to Chapter 14.04 (Building Code) of the City of Covina Municipal Code to provide an expedited, streamlined permitting process for small residential rooftop solar energy systems.

Mayor King opened the public hearing.

Community Development Director Lee provided an overview of this item with questions and discussion following.

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 Marquez, City Council waived full reading, read by title only, and introduced for first reading, **Ordinance No. 15-2041** providing an expedited, streamlined permitting process for small residential rooftop solar systems.

Motion waived first reading and introduced Ordinance No. 15-2041 as listed under Public Hearing item PH 1, as follows:

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

CONTINUED BUSINESS

CB 1. City Council to consider second reading and adoption of **Ordinance No. 15-2039**, to repeal Section 13.06.060.B.5 of Chapter 13.06 (Water Conservation) of Title 13 (Water and Sewers) of the Covina Municipal Code Regarding the Prohibition on Filling Residential Swimming Pools or Outdoor Spas.

City Manager Miller provided a brief overview on this item. Council Member Delach gave comment.

On a motion made by Council Member Allen, seconded by Council Member Delach, the City Council held second reading by title only and adopted **Ordinance No. 15-2039**, regarding the prohibition on filling residential swimming pools or outdoor spas.

Motion approved Continued Business item CB1, thereby adopting Ordinance No. 15-2039, as follows:

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

CB 2. City Council to consider second reading and adoption of **Ordinance No. 15-2042**, amending Section 17.04.414.5 of Chapter 17.04 to Title 17 (Zoning Ordinance) of the Covina Municipal Code to amend the definition of a Medical Marijuana dispensary and determining that the activity is exempt from the California Quality Act.

City Manager Miller provided a brief overview on this item with questions and discussion following.

On a motion made by Council Member Delach, seconded by Council Member Marquez, the City Council held second reading by title only and adopted **Ordinance No. 15-2042**, amending the definition of a medical marijuana dispensary.

Motion approved Continued Business item CB1, thereby adopting Ordinance No. 15-2042 as follows:

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

NEW BUSINESS

NB 1. City Council to consider becoming subject to the Uniform Public Construction Cost Accounting Act (UPCCAA) by the following actions: Adoption of **Resolution 15-7391**, Electing to Become Subject to the Uniform Public Construction Cost Accounting Act and Introduction of **Ordinance No. 15-2043**, Amending Title 2 (Administration and Personnel) of Covina Municipal Code by Adding Chapter 2.54 (Public Projects) to Provide Bidding Procedures for Public Projects Under the Uniform Public Construction Cost Accounting Act.

City Manager Miller gave a brief overview on this item and Public Works Director Foster gave a report with questions and discussion following.

On a motion made by Council Member Allen, seconded by Council Member Delach, the City Council adopted Resolution No. 15-7391 electing to become subject to the Uniform Public Construction Cost Accounting Act; and waived full reading, read by title only, and introduced

for first reading, **Ordinance No. 15-2043**, to provide bidding procedures for public projects under the uniform public construction cost accounting act.

Motion approved New Business item NB 1, thereby adopting Resolution No. 15-7391 and waived first reading and introduced Ordinance No. 15-2043 as follows:

AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

NB 2. Joslyn Center – Facility Update and Authorization to Issue Request for Proposals for Design Services for Construction of New Senior Center, Identify Temporary Locations to Accommodate Programming Requirements and Initiate Negotiations with Property Owners.

City Manager Miller gave an overview on this item and Public Works Director Foster provided a report.

Covina resident Lillian Grana expressed concerns and provided a suggestion on behalf of some senior citizens who attend the Joslyn Center.

City Manager Miller responded that she realizes this is a tough move for seniors and assured them that the City of Covina is attempting to identify locations that are available and able to house all programs and staff together in order to keep everything centralized for the senior citizens.

Council Member Allen indicated that his main concern is the public-safety issue for seniors. He added that he would like to see a new senior-citizen center built and see seniors be involved in the process somehow.

Council Member Marquez echoed Council Member Allen’s concern regarding the public-safety issue. He added that he is also in favor of seeing a new senior-citizen center built.

Mayor Pro Tem Stapleton stated his concerns about the process including where it will be located, what its uses will be; and how it will be designed. He suggested having town hall meetings to gather public input and to canvass seniors and community for a plan. He added that the plan should be something that is compatible with the “Covina look” and efficient.

Council Member Delach respectfully disagreed with the design-bid-build solution that was recommended by staff.

City Manager Miller assured Council that the recommendations are to get the process started and does not mean the City of Covina is obligated to complete every scope of service within the proposal, but rather pick and choose services.

Covina resident Ms. Correll stated that she would like all programs and staff to be moved together and suggested that the City look into vacant schools such as Covina Elementary.

On a motion made by Council Member Delach, seconded by Mayor Pro Tem Stapleton, the Council approved issuing a request for proposals for community and internal outreach to

ascertain facility-user needs and department of Parks & Recreation programming needs, in addition to speaking to City Council to have their input in the design process; and directed the departments of Parks & Recreation and Human Resources to identify temporary locations to accommodate Joslyn Center programming requirements and initiate negotiations with property owners.

Motion approved as amended for New Business item NB2 as follows:

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

ADJOURNMENT

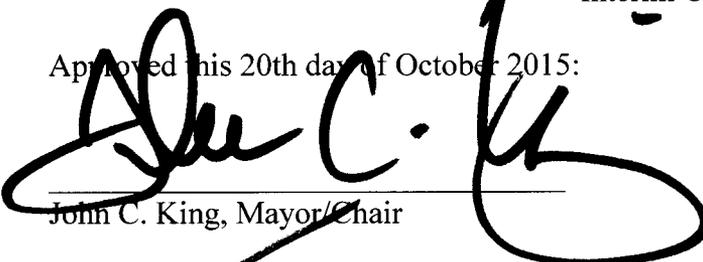
At 9:53 p.m., the meeting of the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Finance Authority/Covina Housing Authority was adjourned in memory of M. Lynn Houston to the next regular meeting of the Council/Agency/Authority scheduled for **Tuesday, October 6, 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:



Evelyn C. Leach, MMC
Interim Chief Deputy City Clerk

Approved this 20th day of October 2015:



John C. King, Mayor/Chair