



City of Covina/

Covina Redevelopment Agency

Mayor Peggy Delach – Mayor Pro Tem John King

Council Members Walt Allen, III – Bob Low – Kevin Stapleton

REGULAR MEETING AGENDA

125 E College Street, Covina, CA

Council Chambers of City Hall

Tuesday, July 6, 2010

6:30 p.m.

- **The City Council/Redevelopment Agency will meet in closed session from 6:30 p.m.-7:30 p.m.**
- As a courtesy to Council/Agency Members, staff and attendees, everyone is asked to silence all pagers, cellular telephones and any other communication devices.
- Any member of the public may address the City Council, and Redevelopment Agency 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/Agency Chair 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 City Council/Covina Redevelopment Agency 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 Department at (626) 384-5430. Services such as American Sign Language interpreters, a reader during the meeting, and/or large print copies of the agenda are available. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Assisted listening devices are now available. Please see the City Clerk before the meeting or during a break for more information.
- **DOCUMENT AVAILABILITY:** Any writings or documents provided to a majority of the City Council/Redevelopment Agency regarding any item on this agenda will be made available for public inspection at the City Clerk counter at City Hall located at 125 E. College Street and the Reference Desk at the Covina Library located at 234 N. Second Avenue during normal business hours. In addition, such writings and documents are available in the City Clerk's office and may be posted on the City's website at <http://www.covinaca.gov/clerk/agendus.htm>.
- Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the City Council/Redevelopment Agency unless listed on agenda, which has been posted not less than 72 hours prior to meeting.
- The Deputy City Clerk of the Covina City Council hereby declares that the agenda for the **July 6, 2010**, Regular City Council meeting was posted on July 1, 2010 near the front entrance of the City Hall, 125 East College Street, Covina, in accordance with Section 54954.2 (a) of the Government Code.

**CITY COUNCIL/REDEVELOPMENT AGENCY
JOINT MEETING—CLOSED SESSION**

6:30 p.m.

CALL TO ORDER

ROLL CALL

Council/Agency Members Allen, Low, Stapleton, Mayor Pro Tem/Vice Chairperson King, Mayor/Chairperson Delach.

PUBLIC COMMENTS

The Public is invited to make comment on Closed Session items only at this time. To address the Council/Agency, 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 and Redevelopment Agency will adjourn to Closed Session for the following:

CLOSED SESSION

- A. G.C. 54956.9(b) – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: TWO (2)
- B. G.C. 54957(b) – PERSONNEL MATTERS
Evaluation of Performance – Title: City Manager Daryl Parrish
- C. G.C. 54957.6 – CONFERENCE WITH LABOR NEGOTIATORS
AGENCY DESIGNATED REPRESENTATIVE: Anthony Arroyo, Human Resources Director
EMPLOYEE ORGANIZATIONS: A.F.S.C.M.E. – American Federation of State, County & Municipal Employees
P.A.C. – Police Association of Covina
P.M.G. – Police Management Group
Unaffiliated Employees (see attached)
- D. G.C. 54956.8 - CONFERENCE WITH REAL PROPERTY NEGOTIATOR – NEGOTIATIONS TO INCLUDE BOTH PRICE AND TERMS:
 - Covina Valley Unified School District – 120 East School Street (APN: 8430-027-900)
 - Covina Valley Unified School District – Vacant Land South Side Puente Street at Third Avenue (APN: 8444-021-904)
 - Mercy Moreno – 147-151 East College Street (APN: 8445-001-918)
 - The Bergman Companies – 611 S. Citrus Avenue (APN: 8453-001-001) and 635 South Citrus Avenue (APN: 8453-001-906 & 8453-001-900)
 - Enterprise – 602 South Citrus Avenue (APN: 8451-001-911)

RECESS

**CITY COUNCIL/REDEVELOPMENT AGENCY
JOINT MEETING—OPEN SESSION**

7:30 p.m.

CALL TO ORDER

ROLL CALL

Council/Agency Members Allen, Low, Stapleton, Mayor Pro Tem/Vice Chairperson King, Mayor/Chairperson Delach

PLEDGE OF ALLEGIANCE

Led by Council Member Allen.

INVOCATION

Led by the Covina Police Chaplain Patti Venegas.

PRESENTATIONS

Recognition of Covina High School Student Athlete and CIF State Champion Remontay McClain.

Recognition of Tim Burlingame.

Recognition of the South Hills Kiwanis Club for their years of support to the Parks & Recreation Department Library Services Division's Summer Reading Program.

PUBLIC COMMENTS

To address the City Council/Redevelopment Agency, please complete a yellow Speaker Request card located at the entrance and give it to the City Clerk/Agency 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 Members from taking action on any item not on the agenda. Individual speakers are limited to five minutes each.

COUNCIL/AGENCY COMMENTS

Council/Agency Members wishing to make any announcements of public interest or to request that specific items be added to future City Council/Redevelopment Agency Agendas may do so at this time.

CITY MANAGER COMMENTS

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/Redevelopment Agency votes on them, unless a member of the Council/Agency requests a specific item be removed from the consent calendar for discussion.

- CC 1. City Council to approve the Minutes of the Tuesday, June 15, 2010 Regular City Council/Redevelopment Agency Meeting.
- CC 2. City Council to:
- a.) Approve the County population and the State of California's Per Capita cost of Living Change as the factors to calculate the appropriation limit; and
 - b.) Adopt **Resolution No. 10-6833**, establishing the 2010 – 2011 Appropriation Limit for the City of Covina.
- CC 3. City Council to adopt **Resolution No. 10-6859**, adopting Investment Policy for the City's Investment Portfolio for the Fiscal Year 2010 – 2011.
- CC 4. City Council to award the bid for the maintenance and repair of the city's traffic signal maintenance systems to Computer Service Company as the lowest responsive and responsible bidder in the base amount of \$37,800.
- CC 5. City Council to approve the Agreement between the City of Covina and the County of Los Angeles for an integrated traffic control system and authorize the City Manager to execute the Agreement.
- CC 6. City Council to award a contract for a planning study on Citrus Avenue between Cypress Boulevard and Badillo Street – Project No. T-0814A, Federal Project No. HPLUL-5118(015) to Advantec Consulting Engineers in the amount of \$215,000 and authorize the City Manager to execute the necessary agreement after its review and approval by the City Attorney.
- CC 7. City Council to approve the conclusion of parking permit sales pilot program with Clancy Systems, Incorporated, and approve system conversion of www.ParkCovina.com for Citywide parking permit sales.
- CC 8. City Council to adopt **Resolution No. 10-6857**, amending the Fiscal Year 2009 – 2010 Public Works Department, Transit Operations operating budget to reflect an appropriation of \$25,402.53 from Proposition A reserve funds for Bikestation Covina project F-0908 completion.
- CC 9. City Council to adopt **Resolution No. 10-6858**, participating in the California Product Stewardship Council and support Extended Producer Responsibility.
- CC 10. City Council to:
- a.) Approve title changes for the positions of Street Maintenance Supervisor, Building and Code Enforcement Coordinator and Administrative Services Manager; and
 - b.) Approve salary adjustment for the position of Parks and Recreation Manager.
- CC 11. City Council to accept the letters of resignation from David M. Grijalva of the Youth Accountability Board, Mary I. Butterworth of the Youth Accountability Board and Shoshana Puccia of the Cultural Arts Advisory Committee.

CONSENT CALENDAR CONT.

- CC 12. Redevelopment Agency to adopt **Agency Resolution No. 10-630**, adopting an Investment Policy for the Agency's Investment Portfolio for Fiscal Year 2010 – 2011.
- CC 13. City Council and Redevelopment Agency to adopt **Agency Resolution No. 10-629**, amending the fiscal year 2010-2011 Covina Redevelopment Agency Budget to reflect an appropriation of \$200,000 from Project Area One, Private Purpose Bond, undesignated funds to complete a redevelopment study for Covina Revitalization Redevelopment Project No. 1 and Project No. 2.
- CC 14. City Council and Redevelopment Agency to authorize the City Manager or his designee to execute an Agreement for the McGill Transitional House Operation and Supportive Services with Catholic Charities of Los Angeles, Inc.
- CC 15. City Council and Redevelopment Agency to approve the proposed design of Heritage Plaza and authorize Executive Director to execute applicable Professional Services Agreements during the project design and construction phases for an amount not to exceed 15% of total redevelopment funds appropriated for the project, or \$158,550.

PUBLIC HEARING

- PH 1. Adoption of an ordinance amending the Covina Municipal Code (Title 7) with respect to Animals and to adopt by reference the Los Angeles County Code, Title 10, Animals, including the new fee schedule.

Staff Recommendation:

- a.) Adopt **Ordinance No. 10-1984**, amending the Municipal Code of the City of Covina with respect to animals and adopting by reference the Los Angeles County Code, Title 10, Animals; and
- b.) Adopt **Resolution No. 10-6850**, providing for the adoption of an Animal Control Fee Schedule.
- PH 2. Approval of closing of CDBG Microenterprise Program 600289-09 in Fiscal Year 2009 – 2010; placing funds in unallocated funds; re-allocate the funds to a new CDBG Microenterprise Program for Fiscal Year 2010 – 2011.

Staff Recommendation:

Approve **Resolution No. 10-6856**, approving appropriation of CDBG revenue and expenditures for Microenterprise Program and authorize City Manager or his designee to enter agreement with Los Angeles County Community Development Commission.

CONTINUED BUSINESS

- CB 1. Appoint and/or schedule interviews for scheduled vacancies on City of Covina Boards, Committees and Commissions.

Staff Recommendation:

City Council to appoint and/or schedule interviews of all applicants for City Boards, Committees and Commissions for Tuesday, July 6, 2010.

CONTINUED BUSINESS CONT.

CB 2. Update of the City of Covina Strategic Plan.

Staff Recommendation:

City Council to receive and file the updated City of Covina Strategic Plan from the June 7, 2010 Strategic Planning Meeting.

JOINT NEW BUSINESS

JNB 1. Consider cancellation of the August 3, 2010 regular City Council and Redevelopment Agency Meeting.

Staff and Agency Recommendation:

Support the 27th Annual National Night Out event by canceling the City Council and Redevelopment Agency Meeting of August 3, 2010 and continue the scheduled City Council and Redevelopment Agency Meeting to August 17, 2010.

ADJOURNMENT

The Covina City Council/Redevelopment Agency will adjourn the next Regular Meeting to be held on **Tuesday, July 20, 2010 at 6:30 p.m.** in the Council Chambers of City Hall, 125 E College Street, Covina, CA 91723.

UNAFFILIATED MANAGEMENT

Mid-Management

Supervisory, and Professional

Accountant
Accounting Supervisor
Administrative Services Supervisor
Assistant City Librarian
Benefits Coordinator
Building Official
City Planner
Community Relations Supervisor
Community Services Supervisor
Computer Systems Analyst
Environmental Services Manager
Equipment Supervisor
Finance Manager
Human Resources Manager
Information Technology Manager
Library Circulation Supervisor
Management Analyst
Management Analyst Trainee
Marketing Manager
Network Supervisor
Parks Maintenance Supervisor
Police Records Supervisor
Pool Manager
Principal Librarian
Public Safety Communications Supervisor
Public Works Manager
Public Works Superintendent
Recreation Services Supervisor
Redevelopment Manager
Risk Manager
Senior Accountant
Senior Management Analyst
Senior Planner
Senior Services Supervisor
Street Maintenance Supervisor
Supervising Civil Engineer
Water Services Supervisor

Confidential

Administrative Secretary
Administrative Technician
Business License Technician
Deputy City Clerk
Executive Assistant to the City Manager
Executive Assistant to the Police Chief
Finance Technician
Personal Computer Support Technician
Senior Administrative Technician
Senior Finance Technician

Executives

Assistant to the City Manager
Assistant City Manager
Chief Deputy City Clerk
Chief of Police
Director of Community
Development/Deputy Director CRA
Director of Finance
Director of Library Services
Director of Parks & Recreation
Director of Public Works
Director of Human Resources
Public Information Supervisor

PART-TIME UNAFFILIATED

Administrative Intern
Asst Pool Mgr
Background Investigator
Building Maintenance Assistant
Community Resources Aide
Community Resources Aide/Library Page
Shelver
Community Resources Assistant I
Community Resources Assistant II
Community Resources Specialist
Duplicating Assistant
Engineering Intern
Library Clerk
Lifeguard
Lifeguard/Instructor
Overnight Parking Enforcement Officer
Park Maintenance Assistant
Planning Aide
Police Aide Clerical
Police Cadet
Student Aid