



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, September 7, 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/agendas.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 **September 7, 2010**, Regular City Council meeting was posted on September 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. 54956.8 – 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 – 147-15I East College Street (APN: 8445-001-918)
 - Off Citrus – 114 E. Italia Street (APN 8445-001-905)
 - Hassen Imports Partnership – Northeast corner of San Bernardino Road and Park Avenue (APN 8430-024-012)
 - Charlie Park – 116 E. School Street (APN 8430-027-009)
 - Dan Paulsen & Charles Hayes – 115 E. Italia Street (APN 8430-027-010)
 - Zena Morris – 312 N. Citrus Avenue (APN 8430-027-906)
 - Mark Smith – 322 N. Citrus Avenue (APN 8430-027-017)
 - Cristina Wahba – 324 N. Citrus Avenue (APN 8430-027-017)
 - Pat Fore – 326 N. Citrus Avenue (APN 8430-027-017)
 - Ken Manusia – 328 N. Citrus Avenue (APN 8430-027-017)
 - Ray DeVries – 332 N. Citrus Avenue (APN 8430-027-017)
 - CIT Small Business Lending Corporation – Barranca Investments, Inc. and Antonio Escobar – 504 N. Barranca Avenue (APN 8429-009-019)

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 Mayor Delach.

INVOCATION

Led by the Covina Police Chaplain Patty Venegas.

PRESENTATIONS

New Water Utility Billing System.
Covina Colts Pony League.
Dora Gomez on the Back to School Blast.

PUBLIC COMMENTS

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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 August 17, 2010 Regular City Council/Redevelopment Agency Meeting.

CONSENT CALENDAR (CONT)

- CC 2. City Council to approve the tentative agreement between the City of Covina and Police Association of Covina (PAC).
- CC 3. City Council to approve the tentative agreement between the City of Covina and the Police Management Association (PMG).
- CC 4. City Council to approve the donation report as of June 30, 2010.
- CC 5. City Council to adopt **Resolution No. 10-6874** authorizing budget adjustments for fiscal year 2009-2010.
- CC6. City Council to approve payment of demands in the amount of \$3,965,182.47.
- CC7. City Council to approve payment of demands in the amount of \$234,765.47.
- CC8. City Council to adopt **Resolution No. 10-6881**, approving the destruction of obsolete records for fiscal year 1993-1994 through fiscal year 2003-2004 (Community Development Block Grant Division).
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- CC10. City Council to adopt **Resolution No. 10-6878**, "Oppose unless amended for the California High Speed Rail Authority Alignment, Los Angeles to San Diego.
- CC11. City Council and Redevelopment Agency to approve **Resolution No. 637**, authorizing the transfer of Land Proceed Funds for relocation settlements, approve the Relocation Settlement Agreement with Kaos Records, Ray DeVries and Authorize Executive Director to Approve Relocation Settlement Agreements and payments up to Fifty Thousand Dollars per tenant for Olson Citrus Walk Project.

PUBLIC HEARING

- PH 1. Vacation of a portion of School Street and a public alley.

Staff Recommendation:

- a.) Approve **Resolution No. 10-6875** of the City Council vacating portions of the public right-of-way known as School Street commencing at the intersection of Citrus Avenue and School Street and running easterly for approximately 263 feet and a 13 foot wide public alley running northerly within the development site for approximately 250 feet, pursuant to Streets and Highways Code Section 8300 ET SEQ.
- PH2. Application VTTM 71264, Vesting Tentative Tract Map to consolidate eleven (11) parcels on the east side of Citrus Avenue between Italia and School Street within Downtown Covina into one parcel for condominium purposes (Olson Citrus Walk Project).

PUBLIC HEARING CONT

Staff Recommendation:

- a). Approve VTTM 71264, Vesting Tentative Tract Map to consolidate eleven (11) parcels on the east side of Citrus Avenue between Italia and School Street within Downtown Covina into one parcel for condominium purposes (Olson Citrus Walk Project).

JOINT PUBLIC HEARING

NEW BUSINESS

CONTINUED BUSINESS

ADJOURNMENT

The Covina City Council/Redevelopment Agency will adjourn to the Regular Joint Meeting to be held on **Tuesday, September 21, 2010** 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
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Executives

Assistant to the City Manager
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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



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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
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Senior Planner
Senior Services Supervisor
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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



**MINUTES OF THE AUGUST 17, 2010 REGULAR MEETING
OF THE COVINA CITY COUNCIL/REDEVELOPMENT
AGENCY HELD IN THE COUNCIL CHAMBERS OF CITY
HALL, 125 EAST COLLEGE STREET**

CALL TO ORDER

Mayor Pro Tem John King called the City Council/Redevelopment Agency meeting to order at 7:37 p.m.

ROLL CALL

Council Members Present: Allen, King, Stapleton
Council Members Absent: Delach, Low

Staff Members Present: City Manager, City Attorney, Chief of Police, Police Captain, Public Works Director, Community Development Director, Human Resources Director, Parks and Recreation Director, City Planner, Communications Manager, Sr. Redevelopment Manager, Human Resources Management Analyst, Human Resources Risk Manager, Environmental Services Manager, Administrative Technician

**AGENDA
POSTING
DECLARATION**

The Deputy City Clerk of the Covina City Council hereby declares that the agenda for the August 17, 2010 Regular City Council/Redevelopment Agency meeting was posted on August 12, 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.

**CLOSED
SESSION**

- A. G.C. 54956.9(b) – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: ONE (1)
- B. 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 Executive Group Unaffiliated Employees
- C. G.C. 54956.8 – CONFERENCE WITH REAL PROPERTY NEGOTIATOR – NEGOTIATIONS TO INCLUDE BOTH PRICE AND TERMS:
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**CITY ATTORNEY
ANNOUNCEMENT**

City Attorney announced that no reportable action was taken in closed session.

**PLEDGE OF
ALLEGIANCE**

Council Member Allen led the Pledge of Allegiance.

INVOCATION

Covina Police Chaplain David Truax gave the invocation.

PRESENTATIONS

Mayor Pro Tem King recognized Belen Lara for being awarded as the 2010 Preschool Teacher of the Year.

Mayor Pro Tem King recognized the Covina Hills Girls Softball for winning the 8 and Under Division District Championship.

Mayor Pro Tem King recognized the Charter Oak Girls Softball 6 and Under Division All Star Team.

PUBLIC COMMENTS

Leonard Wayne Rose invited the community to the Covina Assembly of God Church give away of back packs of school supplies for school children at Covina Park on August 18, 2010 beginning at 5:00 p.m. until 7:30 p.m.

Bob Gorski invited the community to the Second Annual Covina Swing Band Festival on September 18 beginning at 5:00 p.m. until 9:00 p.m. at the Covina Park Bandshell.

Steve Sharp spoke on the upcoming fundraising event to be held on September 18, 2010 at the Masonic Lodge in the City of Glendora from 6:30 p.m. to 8:30 p.m. This event will be hosted by Shepard's Pantry, a volunteer food pantry serving families in Covina and surrounding cities.

**COUNCIL/AGENCY
COMMENTS**

Council Member Stapleton spoke on extending the Covina Concert Band series. He also spoke on the High Speed Rail proposed bond measure which currently passed. He wanted the community to be aware that this could take away the community's property.

Council Member Allen proposed that City Council agendize the High Speed Rail issue with a Resolution opposing the bond measure due to its affect on the community. Council Member Allen also spoke on the Tantrum Salon Cut-A-Thon event in regard to raising funds for the Covina Valley Hospice facility.

**CITY MANAGER
COMMENTS**

City Manager Daryl Parrish reported on the installment of the second camera in the Council Chambers in preparation for live cable TV broadcasting expected to begin Septembert 7, in addition to webcasting expected to begin September 21. He also stated the new City's website would be going live on August 19. City Manager Parrish also stated a date of October 26 was available for the next Strategic Planning Meeting if the date worked for City Council. He

also stated that as part of the Strategic Plan, City staff was working on internal surveys and will be surveying the community within the next 30 to 45 days.

**CONSENT
CALENDAR**

On a motion by Council Member Stapleton and seconded by Council Member Allen, the City Council/Redevelopment Agency approved Consent Calendar items CC 1, CC2, CC 3, CC 4, CC 5, CC 6, CC 7, CC 8, CC9, CC10, CC11, CC15, CC16, CC17, CC18 & CC 19. Motion carried by a vote of 3-0.

**JULY 20, 2010 REGULAR
CITY COUNCIL/CRA
MINUTES
CC 1**

City Council approved the Minutes of Tuesday, July 20, 2010 Regular City Council/Redevelopment Agency Meeting.

**CSAC EIA DELEGATION
CC 2**

City Council adopted **Resolution No. 10-6865**, delegating authority to Risk Manager, to act on behalf of the City of Covina with regard to Official Matters of CSAC EIA.

**AFSCME &
UNAFFILIATED EMP.
GROUP CONTRIBUTION
TO PERS
CC 3**

City Council adopted **Resolution No. 10-6870**, requiring members of the City of Covina General Employee Unit (AFSCME) and members of the Unaffiliated employee group to pay 3% of the Employer Paid Member Contribution to PERS.

**AFSCME AGREEMENT
CC 4**

City Council approved the tentative agreement between the City of Covina and AFSCME.

**POSITION TITLE
CHANGE
CC 5**

City Council approved a title change for the position of Management Analyst in Human Resources.

**BUDGET
ADJUSTMENTS
CC 6**

City Council adopted **Resolution No. 10-6876**, authorizing budget adjustments for Fiscal Year 2009-2010.

**WATER REVENUE
BONDS
CC 7**

City Council approved authorization of a financing team to begin process of issuing water revenue bonds in fiscal year 2010-2011.

**CITY'S PAYMENT OF
DEMANDS
CC 8**

City Council approved the Payment of Demands in the amount of \$4,750,904.29.

**CITY TREASURER
ACTIVITY REPORT
CC 9**

City Council received and filed the Quarterly Report of the Treasurer for the Quarter Ended June 30, 2010

**PUBLIC WORKS
DEPT. ACTIVITY
REPORT
CC 10**

City Council received and filed the Public Works Department Monthly Activity report.

**CITY'S
PARTICIPATION IN
RMDZ
CC 11**

City Council adopted **Resolution No. 10-6868**, acknowledging the City's participation in Los Angeles County's expanded Recycling Market Development Zone (RMDZ).

**CRA PAYMENT OF DEMANDS
CC 15**

Redevelopment Agency approved the Payment of Demands in the amount of \$2,766,988.11.

**AGENCY TREASURER ACTIVITY REPORT
CC 16**

Redevelopment Agency received and filed the Quarterly Report of the Treasurer for the Quarter Ended June 30, 2010.

**CRA/ADAYA ASSET CORP. AGREEMENT OLSON CITRUS WALK PROJECT
CC 17**

Redevelopment Agency approved the agreement between the Covina Redevelopment Agency and Adaya Asset Corporation, owner of industrial unit located at 850 East Edna Place, Covina, CA for 105 days while Covina Valley Unified School District obtains entitlements for Welding School, which the Covina Redevelopment Agency will relocate from Olson Citrus Walk Project site to 850 East Edna Place.

**PARTIAL FUNDING CCPA
CC 18**

Redevelopment Agency approved a partial funding of the request by Covina Center for the Performing Arts (CCPA) for Agency assistance with royalties, fees, and production expenses.

**VACATE PORTIONS OF SCHOOL STREET
CC 19**

City Council:

- a.) Authorized Public Hearing for September 7, 2010 for Vacation of School Street and Alley that runs north and south between School and Italia Streets; and
- b.) Adopted **Resolution No. 10-6873** declaring its intention to vacate portions of the public right-of-way known as School Street commencing at the intersection of Citrus Avenue and School Street running easterly for approximately 263 feet and a 13 foot wide public alley running northerly approximately 250 feet, pursuant to Street and Highway Code Section 8300 ET SEQ. and directing City Clerk to administratively set the hearing date, time and place to publish and post required notices for Olson Citrus Walk Project.

**CITY'S WATER UTILITY POLICY'S
CC 12**

Council Member Stapleton shared his concern for commercial high volume water users and asked if there is some approach to soften the impact on those businesses.

Public Works Director Steve Henley stated a rate break could be looked at when rate structuring is done. He stated he has looked at other models that have been done in the cities of Irvine and Pasadena and they did not have anything giving a rate break to high volume users instead they had the opposite, water budgeting. Public Works Director Steve Henley stated he didn't know if there is an answer but that he would continue to look.

City Manager Parrish asked if there can be some incentive for conservation that high volume businesses could apply for in order to save water or possible grant funding.

Public Works Director Steve Henley said he did not know of any grant funds but most of the businesses in town seem to be recycling their water already.

Council Member Allen asked if Public Works Director Steve Henley had received any feedback from any of the high volume users. He also stated the State had put the City in a predicament with the reduction of water.

Public Works Director Steve Henley stated he hadn't heard from any of the high volume users. He stated there are businesses that are dependent on water and that there are only certain things you can do conservation-wise and it was a very difficult issue to address.

City Manager Parrish stated that Global Water would be at the September 7 City Council meeting presenting the billing system.

Council Member Allen stated that this new billing system will hopefully help make things more convenient for the customers of the city.

Mayor Pro Tem King stated he was curious as to why they went to a twenty day billing cycle as opposed to a thirty day cycle.

Public Works Director Steve Henley stated they checked around and that State Law require a minimum of 19 days so they looked at going to 20 days which is consistent of Southern California Edison, Southern California Gas and phone companies.

Mayor Pro Tem King asked that for the first 90 days that late payments be waived.

On a motion by Council Member Allen and seconded by Council Member Stapleton, the City Council adopted **Resolution No. 10-6871**, adopting policies and procedures for the operation of the City's water utility. Motion carried by a vote of 3-0.

COVINA BICYCLE
MASTER PLAN
CC 13

Mayor Pro Tem King wanted to compliment staff on the implementation of the City's bike station. He stated how important bike friendly communities are and how important it is to integrate them into your community.

On a motion by Council Member Allen and seconded by Mayor Pro Tem King, the City Council received and filed City of Covina Bicycle Network Study and approved development of Covina Bicycle Master Plan to apply for Fiscal Year 2010 – 2013 California Bicycle Transportation Account Funding. Motion carried by a vote of 3-0.

**CDBG SPECIAL
ECONOMIC
DEVELOPMENT
PROGRAM
CC 14**

Mayor Pro Tem King asked if Olamendi's Zona Roza restaurant was still in business. He asked if they had met their obligations before closing.

Community Development Director Robert Neuber stated they did meet their obligations and worked with Los Angeles County CDC to assure compliance.

On a motion by Mayor Pro Tem King and seconded by Council Member Allen, the City Council determined that note terms, agreements terms and program requirements were satisfied for the following CDBG Special Economic Development Program participants: Jimmy Roman, doing business as Fonda Don Chon and Raquel Olamendi and Maria Olamendi doing business as Olamendi's Zona Roza; authorized removal of the loan/grant restrictions, and authorized the City Manger or his designee to execute related documents. Motion carried by a vote of 3-0.

**REFUSE COLLECTION
RATES AND CHARGES
PH 1**

Mayor Pro Tem King opened the public hearing at 8:30 p.m.

Mayor Pro Tem King closed the public hearing at 8:38 p.m.

Public Works Director Steve Henley stated that thirteen letters of protest had been received which was well under 1% of active waste collection customers.

Public Works Director Steve Henley presented the staff report to the City Council.

Judy Grynchel stated she has successfully dropped her black trash to at least fifty percent by recycling. She asked if black trash could be only picked up every two weeks similar to the blue trash cans.

Public Works Director Steve Henley stated that an option that may be available would be to go to a smaller size barrel. He stated staff can look into providing a lower level of service, bi-weekly service or smaller can or other alternatives.

On a motion by Council Member Stapleton and seconded by Council Member Allen, the City Council adopted **Resolution No. 10-6869**, setting the City's refuse collection rates and charges for residential and commercial customers for 2010-2011, retroactive to July 1, 2010. Motion carried by a vote of 3-0.

**CMP LOCAL
DEVELOPMENT
REPORT
PH 2**

Mayor Pro Tem King opened the public hearing at 8:38 p.m.

Mayor Pro Tem King closed the public hearing at 8:39 p.m.

City Manager Daryl Parish presented the staff report to the City Council.

Council Member Allen stated that he is sick of State mandates costing all the City and County's money.

On a motion by Council Member Stapleton and seconded by Council Member Allen, the City Council adopted **Resolution No. 10-6866**, finding the City to be in conformance with the Congestion Management Program (CMP) and adopting the CMP Local Development Report, in accordance with California Government Code Section 65089. Motion carried by a vote of 3-0.

**SUBLEASE AND
COMMERCIAL
AGREEMENTS WITH
SEIDNER AND RJS
JPH 1**

Mayor Pro Tem King opened the public hearing at 8:40 p.m.

Mayor Pro Tem King closed the public hearing at 8:41 p.m.

Community Development Director Robert Neuber presented the staff report to the City Council.

On a motion by Council Member Stapleton and seconded by Council Member Allen, the City Council/Redevelopment Agency adopted **Agency Resolution No. 10-635**, making certain findings pursuant to Health & Safety Code Section 33433 and approving a Sublease; and adopted **Agency Resolution No. 10-636**, approving a Commercial Lease by and between the Redevelopment Agency and RJS Financial Inc., a California Corporation; and adopted **Resolution No. 10-6872**, making certain findings pursuant to Health and Safety Code Section 33433 and approving Sublease and Commercial Lease Agreements. Motion carried by a vote of 3-0.

**AMENDMENT OF
EXCLUSIVE WASTE
COLLECTION
FRANCHISE
AGREEMENT
NB 1**

City Manager Parrish presented the staff report to the City Council.

On a motion by Council Member Allen and seconded by Mayor Pro Tem King, the City Council adopted **Resolution No. 10-6867**, approving Amendment No. 10 to the Exclusive Waste Collection Franchise Agreement with Arakelian Enterprises, Inc., adjusting refuse collection and recycling fees for fiscal year 2010-2011 and fixing the Integrated Waste Management Fee for fiscal year 2010-2011. Motion carried by a vote of 3-0.

**CITY OF COVINA
STRATEGIC PLAN
CB 1**

City Manager Parrish stated he did not have anything to add to what was already talked about in regard to customer service outreach, surveys, the "survey on the stick" that is forthcoming. He recommended the City Council to receive and file the Strategic report.

Council Member Allen asked staff to explain what "survey on the stick" was.

City Manager Parrish stated essentially it is a device on a pole that you can program questions and ask the community questions. He stated it is all web based and a way to communicate with the public and for the city to get information quickly. City Manager Parrish stated it was very low cost.

On a motion by Council Member Stapleton and seconded by Council Member Allen, the City Council received and filed the updated City of Covina Strategic Plan from the June 7, 2010 Strategic Planning Meeting. Motion carried by a vote of 3-0.

**APPOINTMENT TO
HOUSING &
COMMUNITY
DEVELOPMENT ADV.
COMMITTEE
CB 2**

On a motion by Council Member Stapleton and seconded by Council Member Allen, the City Council appointed applicant Woody Dahlen to the Housing & Community Development Advisory Committee. Motion carried by a vote of 3-0.

**DESIGNATION OF
VOTING DELEGATE
LEAGUE OF CA CITIES
ANNUAL CONF.
CB 3**

City Manager Parrish stated the League General Conference is scheduled for September 15 – 17 and a delegate was needed to attend and represent the City of Covina.

On a motion by Mayor Pro Tem King and seconded by Council Member Allen, the City Council appointed Council Member Stapleton the delegate for the City of Covina who will be attending the 2010 League of California Cities Annual Conference. Motion carried by a vote of 3-0.

ADJOURNMENT

At 8:47 p.m., Mayor Pro Tem King adjourned the City Council/Redevelopment Agency meeting to the next Regular Meeting to be held on **Tuesday, September 7, 2010** at 6:30 p.m.

Martha Heaviside
Deputy City Clerk/Agency Secretary

Approved this 7th day of September, 2010.

Peggy Delach, Mayor

CITY OF COVINA
AGENDA ITEM COMMENTARY--REVISED

MEETING DATE: September 7, 2010

ITEM NO.: 902

STAFF SOURCE: Anthony Arroyo, Human Resources Director

ITEM TITLE: Approve the Tentative Agreement between the City of Covina and the Police Association of Covina (PAC)

STAFF RECOMMENDATION

Approve the tentative agreement between the City of Covina and PAC.

FISCAL IMPACT

The fiscal impact to the City is no more than \$69,623 for the 2010-2011 fiscal year, which can be absorbed in this budget. This figure includes the savings of approximately \$28,000 due to the non-sworn PAC employees paying three percent (3%) towards the employees' PERS retirement contribution, which will be effective the second pay period in September. The estimated costs for the 2011-12 fiscal year is \$69,950; for 2012-13 the costs are estimated to be \$72,100. The costs for the 2011-12 and 2012-13 fiscal years do not include the potential savings from the two-tiered retirement plan or the savings from the health insurance cap on the cash out.

BACKGROUND

Human Resources and representatives of PAC have been meeting in good faith for a successor Memorandum of Understanding (MOU) for approximately 14 months. A change in the Human Resources staff, coupled with the economic situation affecting municipalities, were the primary reasons for the lengthy negotiations. On July 22, 2010, both parties reached tentative agreements on various negotiating points (see Exhibit A). On August 20, PAC members voted 45 to 3 to accept the city's offer.

Some of the more significant terms of the agreement are:

- Providing F step retroactive to July 1, 2010; G step effective July 1, 2011 and H step effective July 1, 2012. Steps F, G and H are available to employees who have been with the City for 7, 9 and 11 years, respectively;
- 3%@55 PERS retirement for new sworn hires effective no later than January 1, 2011;
- New sworn hires to pay 3% towards their PERS retirement;
- Increase in medical from \$800 to \$880 effective January 1, 2011;
- Capping health insurance cash outs at \$400 for new hires effective upon approval of this agreement; current employees will cash out no more than \$800;
- Elimination of the biennial physical program.

The entire negotiated points will be incorporated in the PAC MOU and presented at a later Council meeting. Staff anticipates presenting all bargaining unit's MOUs at one time.

EXHIBITS

A. Tentative agreement between the City of Covina and PAC

REVIEW TEAM ONLY	
City Attorney: _____	Finance Director: _____
City Manager: _____	Other: _____

TENTATIVE AGREEMENTS BETWEEN THE CITY OF COVINA AND THE POLICE ASSOCIATION OF COVINA

Below are the negotiated points agreed to between the City of Covina and the Police Association of Covina. On August 20, 2010, PAC members voted to approve the tentative agreement.

- Step F (increase of 2.5% to salary) retroactive to July 1, 2010; this step is available to those PAC employees who have been with the City for seven (7) years; Step G (2.5% increase to salary) will be effective July 1, 2011 and available to employees who have been with the City for nine (9) years; Step H (2.5% increase to salary) will be effective July 1, 2012 and available for employees who have been with the City for eleven (11) years.
- Increase in medical from \$800 to \$880 effective January 1, 2011; increase from \$880 to \$960 effective January 1, 2012.
- Current PAC employees will cap their medical cash out at \$800; new hires will cap their medical cash out at \$400.
- New sworn employees will have their PERS retirement of 3%@55 and contribute 3% towards the PERS employee rate. This will take no later than January 1, 2011.
- Non-sworn PAC will contribute 3% for the PERS employee rate effective the second pay period of September.
- The biennial physical reimbursement will end effective upon approval of these negotiated points.
- The amount of leave time granted to an employee not assigned to shift work for fixed and floating holidays is dependent on the employee's current assignment (CSO, Property Evidence, Court Officer, Sergeants not assigned to the Patrol Division and Sworn employees assigned to the Detective Bureau). Employees on a 5/40 work schedule receive twenty-four (24) hours, employees on a 9/80 work schedule receive twenty-seven (27) hours, and employees on a 4/10 work schedule receive thirty (30) hours of floating holiday leave. There shall be no carry over permitted. Such floating holidays may be used only at such time after the employee has successfully completed probation or six (6) months of service.
- Increase in sick leave from eight (8) hours to ten (10) hours per month (previously approved by Council).
- Increase in life insurance from \$50,000 to \$100,000 (previously approved by Council in December 2009).
- Re-opener in March or April of 2011 to discuss salary and/or benefits.
- The term of the MOU will be from June 1, 2009 through June 30, 2013.

City of Covina

Police Association of Covina

Peggy Delach, Mayor

Gregg Peterson, PAC President

EXHIBIT A

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: September 7, 2010

ITEM NO.: CC 3

STAFF SOURCE: Anthony Arroyo, Human Resources Director

ITEM TITLE: Approve the Tentative Agreement between the City of Covina and the Police Management Association (PMG)

STAFF RECOMMENDATION

Approve the tentative agreement between the City of Covina and PMG.

FISCAL IMPACT

The fiscal impact to the City is \$28,000 for the 2010-2011 fiscal year, which can be absorbed in this budget. The total cost for the 2011-12 fiscal year is estimated to be \$32,800 and for the 2012-2013 fiscal year, the estimated cost is \$35,000.

BACKGROUND

Human Resources and representatives of PMG have been meeting in good faith for a successor Memorandum of Understanding (MOU) for approximately one year. The reason for the lengthy time to negotiate a MOU is that the PMG negotiations rely on what is negotiated between the City and the Police Association of Covina (PAC). One reason is the compaction that could result if PAC is given a salary increase that could cause compaction between a sergeant and lieutenant. What has been negotiated between the City and PMG mirrors that of what was negotiated between the City and PAC will assure that compaction does not exist. On August 19, 2010, both parties reached tentative agreements on various negotiating points (see Exhibit A).

Some of the more significant terms of the agreement are:

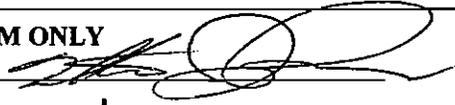
- Providing F step retroactive to July 1, 2010; G step effective July 1, 2011 and H step effective July 1, 2012. Steps F, G and H are available to employees who have been with the City for 7, 9 and 11 years, respectively;
- Increase in medical from \$800 to \$880 effective January 1, 2011;
- Capping health insurance cash outs at \$400 for new hires effective upon approval of this agreement; current employees will cash out no more than \$800;
- Elimination of the biennial physical program.

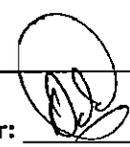
The entire negotiated points will be incorporated in the PMG MOU and presented at a later Council meeting. Staff anticipates presenting all bargaining units MOUs at one time.

EXHIBITS

- A. Tentative agreement between the City of Covina and PMG.

REVIEW TEAM ONLY

City Attorney: 

Finance Director: 

City Manager: 

Other: _____

TENTATIVE AGREEMENTS BETWEEN THE CITY OF COVINA AND THE POLICE MANAGEMENT ASSOCIATION

Below are the negotiated points agreed to between the City of Covina and the Police Management Association. On August 19, 2010, PMG members voted to approve the tentative agreement.

- Step F (increase of 2.5% to salary) retroactive to July 1, 2010; this step is available to those PMG employees who have been with the City for seven (7) years; Step G (2.5% increase to salary) will be effective July 1, 2011 and available to employees who have been with the City for nine (9) years; Step H (2.5% increase to salary) will be effective July 1, 2012 and available for employees who have been with the City for eleven (11) years.
- Increase in medical from \$800 to \$880 effective January 1, 2011; increase from \$880 to \$960 effective January 1, 2012.
- Current PMG employees will cap their medical cash out at \$800; new hires will cap their medical cash out at \$400.
- Non-sworn PMG member(s) will contribute 3% for the PERS employee rate.
- The biennial physical reimbursement will end effective upon approval of these negotiated points.
- Re-opener in March or April of 2011 to discuss salary and/or benefits.
- The term of the MOU will be from June 1, 2009 through June 30, 2013.

City of Covina

Police Management Association

Peggy Delach, Mayor

Pat Buchanan, PMG President

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: September 7, 2010

ITEM NO.: CC 4

STAFF SOURCE: Dilu de Alwis, Finance Director *DeA*
Steven Smith, Management Analyst

ITEM TITLE: Approve the Donation Report as of June 30, 2010.

STAFF RECOMMENDATION:

Approve the Donation Report as of June 30, 2010.

FISCAL IMPACT:

This report contains the City's donation information from July 1, 2009 through June 30, 2010. General fund donations total \$36,020 while special fund donations amount to \$23,600.53. These donations will be appropriated to the applicable department expenditure account.

BACKGROUND:

The Governmental Accounting Standards Board (GASB) issued Statement No. 33 in December 1998, which addresses reporting the results of non-exchange transactions by state and local governments. In a non-exchange transaction, a government gives (or receives) value without directly receiving (or giving) equal value in return. Non-exchange transactions are typically described as taxes, licenses, assessments, certain grants and donations. Voluntary non-exchange revenue occurs when resources are exchanged as a result of two parties willingly entering into an agreement/contract. These include certain grants, certain entitlements and donations by non-governmental entities, including individuals. Governments that receive resources with purpose restrictions should report resulting net assets, equity or fund balance as restricted.

The City Council is authorized to receive general and restricted donations for the City. As of June 30, 2010, the following donations were received from July 1, 2009 through June 30, 2010. The total amount received for the Library was \$4,000 as restrictive donations. The total amount received for Parks and Recreation was \$15,170.53 as restrictive donations and \$33,575.00 as general donations. The total amount for the Police Department was \$6,875.00 as restrictive donations.

EXHIBITS:

A. Donation Report as of June 30, 2010

REVIEW TEAM ONLY	
City Attorney: 	Finance Director: 
City Manager: 	Other: _____

CITY OF COVINA
Donations and Contributions
July 1, 2008 to June 30, 2009

Dept.	Date	Amount	Account	Donor	Purpose	Type	
						General	Restricted
Police	12/18/09	805.00	1010-1110-00-48100	Various	Volunteer Christmas Party		X
Police	12/9/09	140.00	1010-1110-01-48100	Various	Citizens Academy Graduation		X
Police	4/7/10	1,500.00	1010-1130-00-48100	Walmart	Police Evidence		X
Parks	5/5/10	1,500.00	1010-3200-26-48100	Various	Summer Evening Entertainment	X	
Parks	5/27/10	7,900.00	1010-3200-27-48100	Various	Summer Evening - Monday	X	
Parks	6/1/10	8,450.00	1010-3200-28-48100	Various	Summer Evening - Tuesday	X	
Parks	1/28/10	2,500.00	1010-3200-34-48100	Covina Breakfast Lions	Halloween Carnival	X	
Parks	6/7/10	2,775.00	1010-3500-01-48100	Various	Senior Services - Special Events	X	
Parks	11/20/09	700.00	1010-3600-00-48100	Various	Community Parade	X	
Parks	12/17/09	1,905.00	1010-3600-05-48100	Various	Tree Lighting	X	
Parks	10/21/09	6,845.00	1010-3610-01-48100	Various	Blues-a-Palooza	X	
Parks	11/10/09	1,000.00	1010-3800-01-48100	Friends of the Library	Leo Politi Event	X	
Parks	10/21/09	459.00	2179-3800-00-48100	Various	Cultural Arts Commission		X
Library	6/30/09	3,660.00	2800-3900-00-48100	Various	Covina Literacy Program		X
Police	6/17/10	4,430.00	2927-1110-00-48100	Various	Police Explorer		X
Parks	6/7/10	550.02	2958-3200-00-48100	Various	Teen Program Fundraising		X
Parks	11/30/09	1,538.67	2965-3200-00-48100	Various	Youth Program		X
Parks	5/5/10	8,000.00	2967-3100-00-48100	Webb Foundation	Volunteen Program		X
Parks	5/27/10	2,820.84	2968-3500-00-48100	Various	Senior Fundraising		X
Parks	6/28/10	1,802.00	2969-3500-00-48100	Various	Grandmother's Club		X
Library	6/28/10	340.00	2970-3900-00-48100	Various	Library Services		X

SUMMARY BY FUND		General	Restricted
General Fund		\$33,575.00	2,445.00
Special Revenue Funds		-	\$23,600.53
		<u>33,575.00</u>	<u>26,045.53</u>
TOTAL DONATIONS			\$59,620.53

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: September 7, 2010

ITEM NO.: CC 5

STAFF SOURCE: Dilu de Alwis, Finance Director ^{DD}
Steven Smith, Management Analyst

ITEM TITLE: Resolution Authorizing Budget Adjustments for Fiscal Year 2009-2010

STAFF RECOMMENDATION

Adopt **Resolution No. 10-6874** authorizing budget adjustments for Fiscal Year 2009-2010.

FISCAL IMPACT

The fiscal impact to each fund is detailed in Exhibit A. There is sufficient fund balance in each fund to cover the adjustments and there is no impact to the General Fund. In the case of the Sewer Fund, adjustment is strictly a clean-up measure to transfer budgeted amounts between funds.

BACKGROUND

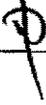
Annually, the City adopts a budget including revenue and expenditures. The appropriation is amended by prior-year carryovers and changes authorized by the City Council during the fiscal year. The audit for the issuance of financial statements includes a budgetary comparison of revenues and expenditures for the City and the Agency. Particular attention is paid to accounts where there is a disparity between the original budget and actual activity recorded during the year. The proposed adjustments will balance actual activity with budgeted amounts and prevent an audit finding during the annual audit. These are supplemental adjustments to those approved on August 17, 2010, as additional year end accounting entries were made after submittal of the staff report.

In regards to the Sewer Fund, on July 7, 2009, the City Council/Public Financing Authority authorized the issuance of wastewater revenue bonds to improve the City's wastewater infrastructure. At that time, the City's Sewer District budget was contained in a Special Revenue Fund. When the bonds were sold, the City established an Enterprise Fund to account for the Sewer District expenditures effective August 1, 2009.

City policy requires Council approval for budget transfer between funds. The recommended action will move the remainder of the 09/10 Sewer District budget from the Special Revenue Fund to the Enterprise Fund. The proposed adjustments will adjust the Enterprise Fund budget and prevent an audit finding during the annual audit. There is no increase in expenditures or impact on the fund balance.

EXHIBITS

- A) Schedule of budget adjustments
- B) Resolution No. 10-6874

REVIEW TEAM ONLY	
City Attorney: 	Finance Director: 
City Manager: 	Other: _____

Fund #	Fund Description	Adjustment
2211	Justice Assistance Grant	349
2246	Supplemental Law	4,855
2270	CA ABC Grant	1,362
2290	Traffic Safety Fund	2,956
2959	Covina Park Plunge Donations	634
4302	Transportation	132,506
6300	Sewer District	<u>13,258,909</u>
		13,401,571

RESOLUTION NO. 10-6874

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COVINA, CALIFORNIA, AUTHORIZING BUDGET
ADJUSTMENTS FOR FISCAL YEAR 2009-2010**

WHEREAS, on June 20, 2009, the City Council of the City of Covina adopted 09-6769, approving a spending plan and authorizing a budget appropriation of the City Council; and

WHEREAS, certain programs included in the FY09-10 budget will have expenditures which vary from the adjusted budget; and

WHEREAS, the City Council desires that the FY09-10 budget be adjusted for each of these programs to assure budgetary compliance; and

WHEREAS, the cost center adjustments are reported in Exhibit A of this resolution; and

NOW, THEREFORE, the City Council of the City of Covina does hereby resolve that certain budget adjustments (listed in Exhibit A) in the City of Covina Fiscal Year 2009-2010 Budget are adopted and the City Manager is authorized to implement the same.

PASSED, APPROVED AND ADOPTED this 7th day in September, 2010.

Peggy A. Delach, Mayor

ATTEST:

Martha Heaviside
Deputy City Clerk

APPROVED AS TO FORM:

City Attorney

I, MARTHA HEAVISIDE, Deputy City Clerk of the City of Covina, hereby CERTIFY that Resolution No. was adopted by the Covina City Council at a meeting of the City Council held _____, and was approved and passed by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

Martha Heaviside
Deputy City Clerk

CITY OF COVINA, CALIFORNIA
 For Fiscal Year 2009 - 2010
 Activity Expenditure Detail

Fund: Justice Assistance Grant

Account No.: 2211

		2009 - 2010 Adopted	2009 - 2010 Budget Change	2009 - 2010 Revised Budget	2009 - 2010 Actual	2009 - 2010 Balance
Personal Services						
50015	Regular Part-Time Employees	0	3,661	3,661	3,661	0
50110	Medicare Contribution	0	53	53	53	0
50150	PARS Contribution-Employer	0	137	137	137	0
50400	Workers Compensation	0	19	19	19	0
Total Personal Services		0	3,870	3,870	3,870	0
Other Financing Uses						
59120	Transfer-Special Revenue Fund	0	10,850	10,850	11,199	(349)
Total Other Financing Uses		0	10,850	10,850	11,199	(349)
Total Expenditures for 2211		0	14,720	14,720	15,069	(349)

CITY OF COVINA, CALIFORNIA
For Fiscal Year 2009 - 2010
Activity Expenditure Detail

Fund: Supplemental Law Enforce 05-06

Account No.: 2246

		2009 - 2010 Adopted	2009 - 2010 Budget Change	2009 - 2010 Revised Budget	2009 - 2010 Actual	2009 - 2010 Balance
Personal Services						
50010	Regular Full-Time Employees	46,540	30,868	77,408	85,230	(7,822)
50015	Regular Part-Time Employees	21,750	7,144	28,894	29,891	(997)
50030	Overtime	0	803	803	803	0
50035	Compensation Time	0	0	0	0	0
50040	Vacation Pay	670	0	670	0	670
50050	Sick Leave Pay	0	0	0	0	0
50055	Family Medical Leave Act Pay	0	0	0	0	0
50110	Medicare Contribution	320	0	320	1,868	(1,548)
50120	PERS Contribution-Employee	3,260	6,741	10,001	6,111	3,890
50130	PERS Contribution-Employer	3,860	3,712	7,572	9,987	(2,415)
50150	PARS Contribution-Employer	0	0	0	(27)	27
50210	Group Health Insurance	970	0	970	1,273	(303)
50230	Group Life Insurance	190	0	190	320	(130)
50240	Group LTD Insurance	510	0	510	231	279
50290	Group Flex Benefits	13,010	3,537	16,547	17,247	(700)
50400	Workers Compensation	7,720	0	7,720	3,376	4,344
50710	Clothing Allowance	1,200	0	1,200	1,350	(150)
Total Personal Services		100,000	52,805	152,805	157,660	(4,855)
Other Services and Charges						
53590	General Printing and Binding	0	93	93	93	0
Total Other Services and Charges		0	93	93	93	0
Supplies						
54430	Clothing and Equipment	0	0	0	0	0
Total Supplies		0	0	0	0	0
Total Expenditures fo2246		100,000	52,898	152,898	157,753	(4,855)

CITY OF COVINA, CALIFORNIA
 For Fiscal Year 2009 - 2010
 Activity Expenditure Detail

Fund: CA ABC Grant - DUI Enforcement

Account No.: 2270

		2009 - 2010 Adopted	2009 - 2010 Budget Change	2009 - 2010 Revised Budget	2009 - 2010 Actual	2009 - 2010 Balance
Other Services and Charges						
53210	Employee Training	0	0	0	1,362	(1,362)
53990	Other	0	0	0	0	0
Total Other Services and Charges		0	0	0	1,362	(1,362)
Supplies						
54990	General Supplies	0	0	0	0	0
Total Supplies		0	0	0	0	0
Total Expenditures fo2270		0	0	0	1,362	(1,362)

CITY OF COVINA, CALIFORNIA
For Fiscal Year 2009 - 2010
Activity Expenditure Detail

Fund: Traffic Safety Fund (OTS)

Account No.: 2290

		2009 - 2010 Adopted	2009 - 2010 Budget Change	2009 - 2010 Revised Budget	2009 - 2010 Actual	2009 - 2010 Balance
Personal Services						
50010	Regular Full-Time Employees	0	0	0	0	0
50030	Overtime	0	0	0	0	0
50035	Compensation Time	0	0	0	0	0
50040	Vacation Pay	0	0	0	0	0
50050	Sick Leave Pay	0	0	0	0	0
50060	Holiday Pay	0	0	0	0	0
50110	Medicare Contribution	0	0	0	0	0
50120	PERS Contribution-Employee	0	0	0	0	0
50130	PERS Contribution-Employer	0	0	0	0	0
50210	Group Health Insurance	0	0	0	0	0
50230	Group Life Insurance	0	0	0	0	0
50240	Group LTD Insurance	0	0	0	0	0
50290	Group Flex Benefits	0	0	0	0	0
50400	Workers Compensation	0	0	0	0	0
50710	Clothing Allowance	0	0	0	0	0
Total Personal Services		0	0	0	0	0
Property Services						
52450	Maint-Motor Vehicles	0	0	0	0	0
Total Property Services		0	0	0	0	0
Other Services and Charges						
53210	Employee Training	0	0	0	0	0
53650	Administrative Charges	0	0	0	0	0
Total Other Services and Charges		0	0	0	0	0
Supplies						
54990	General Supplies	0	0	0	0	0
Total Supplies		0	0	0	0	0
Capital Outlay						
55550	Motor Vehicles	0	0	0	0	0
55700	Computer Hardware and Software	0	0	0	0	0
Total Capital Outlay		0	0	0	0	0
Interdepartmental						
58145	Police Computer Services	0	0	0	2,956	(2,956)
58600	Central Equipment	0	0	0	0	0
Total Interdepartmental		0	0	0	2,956	(2,956)
Total Expenditures fo2290		0	0	0	2,956	(2,956)

CITY OF COVINA, CALIFORNIA
 For Fiscal Year 2009 - 2010
 Activity Expenditure Detail

Fund: Covina Park Plunge Donations

Account No.: 2959

	2009 - 2010 Adopted	2009 - 2010 Budget Change	2009 - 2010 Revised Budget	2009 - 2010 Actual	2009 - 2010 Balance
Supplies					
54850 Small Tool and Minor Equipment	0	0	0	634	(634)
Total Supplies	0	0	0	634	(634)
Total Expenditures fo2959	0	0	0	634	(634)

CITY OF COVINA, CALIFORNIA
For Fiscal Year 2009 - 2010
Activity Expenditure Detail

Fund: Transportation

Account No.: 4302

		2009 - 2010 Adopted	2009 - 2010 Budget Change	2009 - 2010 Revised Budget	2009 - 2010 Actual	2009 - 2010 Balance
Professional and Technical						
51280	Public Agency Legal Fees	0	0	0	0	0
51530	Engineering Fees	0	0	0	0	0
51560	Planning Checking /Inspect Fee	0	0	0	0	0
51800	Testing Fees	0	0	0	0	0
Total Professional and Technical		0	0	0	0	0
Property Services						
52418	Maint-Traffic Signal System	0	0	0	0	0
Total Property Services		0	0	0	0	0
Other Services and Charges						
53010	General Insurance	0	0	0	0	0
53200	Conferences and Meetings	0	0	0	0	0
53510	Employment Advertising	0	0	0	0	0
53540	Legal Notices and Publications	0	0	0	0	0
53580	Blueprint and Photocopy	0	0	0	0	0
Total Other Services and Charges		0	0	0	0	0
Capital Outlay						
55201	Contra-Improve Other Than Bldg	0	0	0	0	0
55310	Street Infrastructure	0	0	0	0	0
55550	Motor Vehicles	0	59,743	59,743	0	59,743
Total Capital Outlay		0	59,743	59,743	0	59,743
Debt Service						
56010	Bond Principal	350,000	0	350,000	385,000	(35,000)
56050	Bond Interest	143,880	0	143,880	107,875	36,005
Total Debt Service		493,880	0	493,880	492,875	1,005
Interdepartmental						
58000	City Council	0	0	0	3,640	(3,640)
58010	City Clerk	0	0	0	0	0
58020	City Treasurer	0	0	0	0	0
58030	City Manager	0	0	0	930	(930)
58040	City Attorney	0	0	0	8,100	(8,100)
58050	Finance	20,480	0	20,480	33,240	(12,760)
58070	Records Management	0	0	0	6,000	(6,000)
58080	Human Resources	0	0	0	1,630	(1,630)
58082	Employee Development	0	0	0	320	(320)
58086	Workers Compensation	0	0	0	280	(280)
58087	Public Liability	0	0	0	3,420	(3,420)
58088	General Insurance	0	0	0	6,430	(6,430)
58091	Duplicating Services	4,410	0	4,410	1,440	2,970
58092	Public Information	0	0	0	110	(110)

CITY OF COVINA, CALIFORNIA
For Fiscal Year 2009 - 2010
Activity Expenditure Detail

Fund: Transportation

Account No.: 4302

		2009 - 2010 Adopted	2009 - 2010 Budget Change	2009 - 2010 Revised Budget	2009 - 2010 Actual	2009 - 2010 Balance
58093	Civic Center	0	0	0	2,260	(2,260)
58210	Engineering	0	0	0	0	0
58220	Streets	0	0	0	59,719	(59,719)
58222	Transportation	143,000	0	143,000	0	143,000
58400	Development Administration	0	0	0	12,890	(12,890)
58430	Transit	0	0	0	0	0
Total Interdepartmental		167,890	0	167,890	140,409	27,481
Other Financing Uses						
59130	Transfer-Debt Service Fund	0	0	0	145,958	(145,958)
59140	Transfer-Capital Projects Fund	0	0	0	74,777	(74,777)
Total Other Financing Uses		0	0	0	220,735	(220,735)
Total Expenditures fo4302		661,770	59,743	721,513	854,019	(132,506)

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: September 21, 2010

ITEM NO.: CC 6

STAFF SOURCE: Dilu De Alwis, Finance Director *DDA*

ITEM TITLE: Payment of Demands

STAFF RECOMMENDATION:

Approve Payment of Demands in the amount of: **\$3,965,182.47**

BACKGROUND:

Attached list of warrants, demands, which are being presented for approval for July 2010 are summarized as follows:

<u>DATE OF DEMANDS</u>	<u>DEMAND NUMBERS</u>	<u>AMOUNT</u>
ACCOUNTS PAYABLE WARRANTS		
July 6, 2010	85765-85914	\$319,186.65
July 6, 2010	85915-85920	\$26,627.55
July 7, 2010	85921-85944	\$185,931.89
July 8, 2010	85945-86005	\$160,737.50
July 8, 2010	86006	\$3,226.60
July 13, 2010	86007-86036	\$633,036.10
July 13, 2010	86037-86088	\$234,811.77
July 20, 2010	86089-86137	\$139,644.55
July 20, 2010	86138-86199	\$95,866.80
July 21, 2010	86200-86222	\$191,870.03
July 27, 2010	86223-86271	\$511,144.02
July 27, 2010	86272-86366	\$67,213.74
July 28, 2010	86367-86507	\$91,327.29
<u>PAYROLL</u>		
June 30, 2010		\$107,435.14
July 6, 2010 PAYROLL ADVANCE		\$372,000.00
July 7, 2010 TERMINATION		\$16,583.50
July 8, 2010		\$172,840.44
July 8, 2010 TERMINATION		\$47,874.82
July 20, 2010 PAYROLL ADVANCE		\$399,000.00
July 22, 2010		\$195,555.97
<u>VOIDS</u>		
July 6, 2010	85842	(\$21,311.20)
July 19, 2010	81425,85069	(\$79.35)
July 30, 2010	83673,86002	(\$1,108.00)
<u>WORKERS COMPENSATION</u>		
July 6, 2010	20304-20322	\$3,526.18
July 12, 2010	20323-20330	\$1,672.77
July 29, 2010	20331-20358	\$6,652.86
July 29, 2010	20359-20384	\$3,914.85
GRAND TOTAL:		\$3,965,182.47

EXHIBITS:

A. ACCOUNTS PAYABLE REGISTER

REVIEW TEAM ONLY	
City Attorney: 	Finance Director: 
City Manager: 	Other: _____

FY011

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00085765	V06326	A & B ELECTRIC	07/06/10	2,720.29	MW		OH	
AP00085766	V05630	A-1 POWER SWEEPING CO INC	07/06/10	600.00	MW		OH	
AP00085767	V00019	AARDVARK TACTICAL INC	07/06/10	165.97	MW		OH	
AP00085768	V00019	AARDVARK TACTICAL INC	07/06/10	768.24	MW		OH	
AP00085769	V00022	ABORTA BUG INC	07/06/10	65.00	MW		OH	
AP00085770	V04342	ACE-1 AUTO SERVICE	07/06/10	133.66	MW		OH	
AP00085771	V00846	ADVANCED GRAPHIX INC	07/06/10	228.81	MW		OH	
AP00085772	V06181	ADVANTAGE ARCHERY	07/06/10	98.00	MW		OH	
AP00085773	V06611	ADVANTEC CONSULTING ENGINEERS	07/06/10	8,324.00	MW		OH	
AP00085774	V05055	AGI ACADEMY	07/06/10	182.00	MW		OH	
AP00085775	V07158	AGUILAR, LOURDES	07/06/10	245.00	MW		OH	
AP00085776	V06110	AIR-BREE HEATING	07/06/10	1,200.28	MW		OH	
AP00085777	V07014	ALAS, NINA	07/06/10	154.00	MW		OH	
AP00085778	X2172	ALEXANDER, ROBERT	07/06/10	234.60	MW		OH	Payee Name different in Check DB
AP00085779	V04434	ALL CITY MANAGEMENT SVC	07/06/10	3,836.40	MW		OH	
AP00085780	V06814	ALLIANCE BUS LINE INC	07/06/10	348.87	MW		OH	
AP00085781	V03802	AMC THEATRE	07/06/10	486.00	MW		OH	
AP00085782	V07157	ANGELES, LEAH	07/06/10	392.00	MW		OH	
AP00085783	V07449	ANTHEM BLUE CROSS	07/06/10	1,574.98	MW		OH	
AP00085784	V04385	ASSOCIATED AUTO AIR & RADIATO	07/06/10	145.00	MW		OH	
AP00085785	V01660	AT&T	07/06/10	95.22	MW		OH	
AP00085786	V07535	AYKUI SAVTALYAN	07/06/10	23.31	MW		OH	
AP00085787	V01955	AZUSA PLUMBING & HEATNG SUPPL	07/06/10	238.95	MW		OH	
AP00085788	V00088	AZUSA, CITY OF	07/06/10	2,924.80	MW		OH	Payee Name different in Check DB
AP00085789	V07100	BANK OF THE WEST	07/06/10	9,395.07	MW		OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
AP00085790	V00102	BEARINGS AND DRIVES INC	07/06/10	114.29	MW	OH	
AP00085791	V05589	BELL BUILDING MAINTENANCE CO	07/06/10	5,625.00	MW	OH	
AP00085792	V07516	BERRY, MELINDA	07/06/10	42.00	MW	OH	
AP00085793	V02591	BEST BEST & KRIEGER LLP	07/06/10	7,033.57	MW	OH	
AP00085794	V07139	BETHKE, BETTY JO	07/06/10	171.49	MW	OH	
AP00085795	V00114	BLAKE PAPER CO	07/06/10	69.15	MW	OH	Payee Name different in Check DB
AP00085796	V07218	BLUE SHIELD OF CALIFORNIA	07/06/10	433.18	MW	OH	
AP00085797	V07218	BLUE SHIELD OF CALIFORNIA	07/06/10	433.18	MW	OH	
AP00085798	V00096	BOB BARKER CO INC	07/06/10	69.89	MW	OH	Payee Name different in Check DB
AP00085799	V02690	BOBKIEWICZ, CANDACE	07/06/10	59.98	MW	OH	
AP00085800	V06632	BRIGHT STARS ACADEMY	07/06/10	261.33	MW	OH	
AP00085801	V04061	BROWN MOTOR WORKS INC	07/06/10	213.04	MW	OH	
AP00085802	V07537	BULLER, ELLAGENE	07/06/10	10.00	MW	OH	
AP00085803	V07369	C&O MANUFACTURING	07/06/10	886.00	MW	OH	
AP00085804	V00139	CALIBER POOL AND SPA SVC	07/06/10	2,342.98	MW	OH	
AP00085805	V07038	CALLANDRILLO JR., GEORGE	07/06/10	189.00	MW	OH	
AP00085806	V07156	CALLISON, JACQUELYN	07/06/10	506.33	MW	OH	
AP00085807	V07536	CAMDEN HOLDINGS LLC	07/06/10	140.00	MW	OH	
AP00085808	V00134	CAT SPECIALTIES INC	07/06/10	483.19	MW	OH	
AP00085809	V05302	CELAYA, VERA FLORES	07/06/10	40.60	MW	OH	Payee Name different in Check DB
AP00085810	V00190	CHARTER OAK GYMNASTICS INC	07/06/10	1,984.50	MW	OH	
AP00085811	V05555	CINTAS CORP #693	07/06/10	243.86	MW	OH	
AP00085812	V00240	COMPUTER SERVICE COMPANY	07/06/10	2,220.43	MW	OH	
AP00085813	V05948	CORBIN, CLARA	07/06/10	1,284.50	MW	OH	
AP00085814	V05764	CORDER, JORDAN	07/06/10	24.62	MW	OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00085815	V00262	COVINA RENTS	07/06/10	250.24	MW	OH		
AP00085816	V06385	CSAC-EIA	07/06/10	9.04	MW	OH		
AP00085817	V07412	DAVID TURCH AND ASSOCIATES	07/06/10	4,000.00	MW	OH		
AP00085818	V05303	DEATON, SANDRA	07/06/10	62.51	MW	OH		
AP00085819	V06152	DEB'S BOOKKEEPLUS	07/06/10	3,165.00	MW	OH		
AP00085820	V00282	DELL MARKETING L.P.	07/06/10	5,171.12	MW	OH		Payee Name different in Check DB
AP00085821	V05186	DELTA DENTAL OF CALIFORNIA	07/06/10	591.29	MW	OH		
AP00085822	V02927	DF POLYGRAPH	07/06/10	125.00	MW	OH		
AP00085823	V07016	DOMINAIDE	07/06/10	58.33	MW	OH		
AP00085824	V00175	EDISON CO	07/06/10	42,309.64	MW	OH		
AP00085825	V00307	EDS AUTO PARTS	07/06/10	73.36	MW	OH		
AP00085826	V06020	EL NATIVO GROWERS INC.	07/06/10	292.21	MW	OH		
AP00085827	V07509	FRISK, GREG	07/06/10	2.00	MW	OH		
AP00085828	V00345	FUTURE AMERICA	07/06/10	144.90	MW	OH		
AP00085829	V00366	GLOCK INC	07/06/10	903.25	MW	OH		
AP00085830	V03087	GRISWOLD INDUSTRIES	07/06/10	2,154.68	MW	OH		
AP00085831	V07397	GROVER'S INTERIORS INC	07/06/10	2,624.70	MW	OH		
AP00085832	V01842	HALL-McGRADE, AMY	07/06/10	133.31	MW	OH		
AP00085833	V04530	HARRIS	07/06/10	3,027.36	MW	OH		
AP00085834	V04131	HERTZ	07/06/10	1,446.93	MW	OH		
AP00085835	V07294	HOLLIDAY ROCK CO INC	07/06/10	615.97	MW	OH		
AP00085836	V00006	HOME DEPOT	07/06/10	323.44	MW	OH		
AP00085837	V00417	HUNTINGTON COURT REPORTERS	07/06/10	269.56	MW	OH		Payee Name different in Check DB
AP00085838	V03518	JAIME, LUIS	07/06/10	44.91	MW	OH		
AP00085839	V06049	JAIME, SANDRA	07/06/10	188.88	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00085840	V00445	JEECO MFG & SUPPLY	07/06/10	157.72	MW	OH		Payee Name different in Check DB
AP00085841	V06187	JIMENEZ, DESIREE	07/06/10	9.32	MW	OH		
AP00085842	V07476	JOHN J MOOERS CONSTRUCTION	07/06/10	21,311.20	MW	OH		
AP00085843	V07325	JOSEPH ESCOBEDO	07/06/10	140.00	MW	OH		Payee Name different in Check DB
AP00085844	V00441	JW LOCK CO INC	07/06/10	109.64	MW	OH		
AP00085845	V00458	KEYSTONE UNIFORM DEPOT	07/06/10	232.40	MW	OH		Payee Name different in Check DB
AP00085846	V02741	KYLE, PATRICIA	07/06/10	396.67	MW	OH		
AP00085847	V00479	LA CNTY MTA	07/06/10	1,205.00	MW	OH		Payee Name different in Check DB
AP00085848	V00479	LA CNTY MTA	07/06/10	490.00	MW	OH		Payee Name different in Check DB
AP00085849	V05585	LAM, LY CHOU	07/06/10	524.53	MW	OH		
AP00085850	V01499	LANDSCAPE STRUCTURES INC	07/06/10	566.42	MW	OH		Payee Name different in Check DB
AP00085851	V07017	LARSEN, MICHAEL	07/06/10	139.99	MW	OH		
AP00085852	V00496	LEWIS ENGRAVING INC	07/06/10	215.11	MW	OH		
AP00085853	V00497	LEWIS SAW AND LAWNMOWER	07/06/10	19.70	MW	OH		Payee Name different in Check DB
AP00085854	V01816	LOU'S GLASS HOUSE	07/06/10	16.46	MW	OH		Payee Name different in Check DB
AP00085855	V00539	MCMASTER CARR SUPPLY CO	07/06/10	75.91	MW	OH		
AP00085856	V04229	MERRIMAC ENERGY GROUP	07/06/10	20,560.48	MW	OH		
AP00085857	V01240	MISSION LINEN SUPPLY	07/06/10	141.15	MW	OH		
AP00085858	V04915	MSNOC INC	07/06/10	840.00	MW	OH		
AP00085859	V07131	MUNICIPAL BUDGET AND	07/06/10	6,755.54	MW	OH		
AP00085860	V00573	NAPA AUTO PARTS	07/06/10	19.74	MW	OH		
AP00085861	V07538	NAPOLIN, ALEXANDER	07/06/10	4.00	MW	OH		
AP00085862	V07471	NETWORK DEPOSITION	07/06/10	1,711.75	MW	OH		
AP00085863	V06687	NEWPORT FARMS INC	07/06/10	475.31	MW	OH		
AP00085864	V07163	NOTTI, PAMELA SUE	07/06/10	122.50	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00085865	V07404	O REILLY AUTO PARTS	07/06/10	25.00	MW		OH	
AP00085866	V07539	O'BRIEN, YUN GUO GAN	07/06/10	5,787.00	MW		OH	
AP00085867	V00894	OCLA-INDEPENDENT	07/06/10	1,892.64	MW		OH	Payee Name different in Check DB
AP00085868	V01136	OFFICE DEPOT	07/06/10	81.90	MW		OH	
AP00085869	V07521	OPAMP LABS INC	07/06/10	1,775.51	MW		OH	
AP00085870	V00602	ORKIN PEST CONTROL	07/06/10	83.95	MW		OH	
AP00085871	V07018	PARADA, MIGUEL	07/06/10	752.06	MW		OH	
AP00085872	V07146	PARRISH, DARYL	07/06/10	19.95	MW		OH	
AP00085873	V07541	PARS #6745024600, UNION BANK	07/06/10	15,205.00	MW		OH	
AP00085874	V00638	POWELL CAMERA SHOP	07/06/10	136.04	MW		OH	
AP00085875	V06310	PRECISE COACHCRAFT	07/06/10	2,360.78	MW		OH	
AP00085876	V01097	PROSE GRANTWRITING SERVICES	07/06/10	800.00	MW		OH	Payee Name different in Check DB
AP00085877	V07288	QUALITY IMAGING SUPPLIES INC.	07/06/10	423.64	MW		OH	
AP00085878	V05299	RAMOS, VERONICA	07/06/10	137.20	MW		OH	
AP00085879	V07501	RC KEMP CONSULTING LLC	07/06/10	3,765.00	MW		OH	
AP00085880	V07106	REGIONAL TAP SERVICE CENTER	07/06/10	795.40	MW		OH	
AP00085881	V06114	REPUBLIC MASTER CHEFS	07/06/10	204.36	MW		OH	
AP00085882	V00676	REYNOLDS BUICK INC	07/06/10	226.61	MW		OH	Payee Name different in Check DB
AP00085883	V05907	RF CONSULTING	07/06/10	7,037.66	MW		OH	
AP00085884	V05487	SALAMONE, KIMBERLY	07/06/10	2,436.00	MW		OH	
AP00085885	V05452	SALINAS, CHRISTOPHER	07/06/10	40.00	MW		OH	
AP00085886	V00696	SAN DIEGO POLICE EQUIPMENT	07/06/10	18,372.72	MW		OH	
AP00085887	V04066	SECURITAS SECURITY SERVICES	07/06/10	6,456.75	MW		OH	
AP00085888	V00880	SERESINGHE, AJITH	07/06/10	1,370.50	MW		OH	Payee Name different in Check DB
AP00085889	V00727	SMART AND FINAL IRIS CORP	07/06/10	193.39	MW		OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00085890	V06163	SOUTHLAND TRANSIT	07/06/10	38,629.93	MW		OH	
AP00085891	V00007	STAPLES INC	07/06/10	254.64	MW		OH	
AP00085892	V06661	STEVENSON, ROY	07/06/10	230.30	MW		OH	
AP00085893	V06352	SUPERIOR LIFE SUPPORT INC.	07/06/10	684.48	MW		OH	
AP00085894	V07086	SURETECK INDUSTRIAL	07/06/10	17,025.32	MW		OH	
AP00085895	V00756	SWANK MOTION PICTURES INC	07/06/10	321.00	MW		OH	
AP00085896	V06638	TCI MEDICAL WASTE	07/06/10	104.77	MW		OH	
AP00085897	V02247	TEXAS MARKER PENS	07/06/10	225.35	MW		OH	
AP00085898	V04501	THOMAS, TERRI	07/06/10	450.34	MW		OH	
AP00085899	V07008	TIME WARNER CABLE	07/06/10	146.23	MW		OH	
AP00085900	V07540	TNT SIGNS	07/06/10	964.92	MW		OH	
AP00085901	V05776	TOSHIBA BUSINESS SOLUTIONS	07/06/10	711.50	MW		OH	
AP00085902	V06321	TRAINING INNOVATIONS	07/06/10	575.00	MW		OH	
AP00085903	V00772	TRI-XECUTEX CORP	07/06/10	80.00	MW		OH	Payee Name different in Check DB
AP00085904	V05054	TRIFYTT SPORTS	07/06/10	847.17	MW		OH	
AP00085905	V07019	TRUJILLO WORDEN-MEACHAM,	07/06/10	58.33	MW		OH	
AP00085906	V02035	TURNER, LEANNE	07/06/10	210.00	MW		OH	
AP00085907	V00229	US POSTMASTER	07/06/10	1,526.81	MW		OH	
AP00085908	V07356	VAN LEEUWEN, JOACHIM	07/06/10	116.67	MW		OH	
AP00085909	V07403	VERIZON CALIFORNIA	07/06/10	804.48	MW		OH	
AP00085910	V06785	VISION SERVICE PLAN (CA)	07/06/10	43.73	MW		OH	
AP00085911	V00158	VULCAN MATERIALS COMPANY	07/06/10	208.16	MW		OH	Payee Name different in Check DB
AP00085912	V07358	WAKAYAMA, ASHLEY	07/06/10	45.73	MW		OH	
AP00085913	V03419	WHITE, SHELBY	07/06/10	768.00	MW		OH	
AP00085914	V05565	YAP, ALBERTO	07/06/10	84.00	MW		OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
=====								
G R A N D T O T A L S:								
		Total Void Machine Written		0.00		Number of Checks Processed:		0
		Total Void Hand Written		0.00		Number of Checks Processed:		0
		Total Machine Written		319,186.65		Number of Checks Processed:		150
		Total Hand Written		0.00		Number of Checks Processed:		0
		Total Reversals		0.00		Number of Checks Processed:		0
		Total Cancelled Checks		0.00		Number of Checks Processed:		0
		Total EFTs		0.00		Number of EFTs Processed:		0
		G R A N D T O T A L		319,186.65				

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CITY OF COVINA
TUE, JUL 06, 2010, 4:39 PM

07/06/10

CHECK REGISTER

CHECK REGISTER

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--req: SSWANSON--leg: GL JL--loc: ADMIN----job: 468872 #S026----prog: CK200 <1.38>---report id: CKREG---

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
AP00085915	V01630	FARA	07/06/10	150.00	MW	OH	
AP00085916	V00382	GROLIER ONLINE	07/06/10	4,182.00	MW	OH	Payee Name different in Check DB
AP00085917	V03693	HASLER INC	07/06/10	724.35	MW	OH	
AP00085918	V07476	JOHN J MOGERS CONSTRUCTION	07/06/10	5,331.20	MW	OH	
AP00085919	V07476	JOHN J MOGERS CONSTRUCTION	07/06/10	15,980.00	MW	OH	
AP00085920	V02510	PALM SPRINGS FOLLIES	07/06/10	260.00	MW	OH	

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	26,627.55	Number of Checks Processed:	6
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
G R A N D T O T A L	26,627.55		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00085921	V06191	AFLAC ACCT# YQ792	07/07/10	3,508.58	MW	OH		Payee Name different in Check DB
AP00085922	V01695	AFSCME	07/07/10	840.00	MW	OH		
AP00085923	V01681	CALIFORNIA PUBLIC EMPLOYEES'	07/07/10	51,240.00	MW	OH		Payee Name different in Check DB
AP00085924	V07287	CITY OF COVINA-FSA	07/07/10	2,249.00	MW	OH		
AP00085925	V01686	COVINA POLICE ASSOCIATION	07/07/10	1,932.00	MW	OH		
AP00085926	V02095	COVINA POLICE ASSOCIATION	07/07/10	980.00	MW	OH		
AP00085927	CRA	COVINA REDEVELOPMENT AGENCY	07/07/10	1,000.00	MW	OH		
AP00085928	V01697	COVINA, CITY OF	07/07/10	6,518.61	MW	OH		
AP00085929	V02879	COVINA, CITY OF	07/07/10	39.80	MW	OH		
AP00085930	V05506	COVINA, CITY OF	07/07/10	47,651.95	MW	OH		
AP00085931	V06385	CSAC-EIA	07/07/10	4,228.28	MW	OH		
AP00085932	V06386	CSAC-EIA	07/07/10	1,394.58	MW	OH		
AP00085933	V05186	DELTA DENTAL OF CALIFORNIA	07/07/10	5,278.75	MW	OH		
AP00085934	V07259	FLEX ONE	07/07/10	32.00	MW	OH		Payee Name different in Check DB
AP00085935	V01692	GREAT WEST LIFE & ANNUITY	07/07/10	3,617.50	MW	OH		
AP00085936	V01694	HARTFORD LIFE INS	07/07/10	9.68	MW	OH		Payee Name different in Check DB
AP00085937	V01691	ICMA RETIREMENT TRUST-457	07/07/10	5,491.00	MW	OH		
AP00085938	V07302	ICMA RETIREMENT TRUST-401	07/07/10	680.44	MW	OH		
AP00085939	V01690	NATIONAL DEFERRED COMPENSATIO	07/07/10	4,492.50	MW	OH		Payee Name different in Check DB
AP00085940	V01693	PERS LONG TERM CARE PROGRAM	07/07/10	423.04	MW	OH		
AP00085941	V01687	PERS	07/07/10	40,116.54	MW	OH		
AP00085942	V04828	UNION BANK OF CALIFORNIA	07/07/10	3,637.54	MW	OH		
AP00085943	V01696	UNITED WAY OF GREATER LA	07/07/10	45.41	MW	OH		Payee Name different in Check DB
AP00085944	V06785	VISION SERVICE PLAN (CA)	07/07/10	524.69	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
=====								
GRAND TOTALS:								
		Total Void Machine Written		0.00	Number of Checks Processed:			0
		Total Void Hand Written		0.00	Number of Checks Processed:			0
		Total Machine Written		185,931.89	Number of Checks Processed:			24
		Total Hand Written		0.00	Number of Checks Processed:			0
		Total Reversals		0.00	Number of Checks Processed:			0
		Total Cancelled Checks		0.00	Number of Checks Processed:			0
		Total EFTs		0.00	Number of EFTs Processed:			0
		GRAND TOTAL		185,931.89				

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00085945	V00020	ABELING, MARY JANE	07/08/10	1,100.00	MW	OH		
AP00085946	V04286	ASCHENBRENNER, PAUL & LORRAIN	07/08/10	2,530.00	MW	OH		
AP00085947	V00081	ASZMAN FAMILY BYPASS TRUST	07/08/10	990.00	MW	OH		
AP00085948	V00087	AZUSA VALLEY WATER CO	07/08/10	1,650.00	MW	OH		
AP00085949	V00953	BLACK, FLAVIA	07/08/10	110.00	MW	OH		Payee Name different in Check DB
AP00085950	V07523	BLAHNIK, JEFFREY	07/08/10	330.00	MW	OH		
AP00085951	V00119	BOOTH, LOLA J	07/08/10	3,960.00	MW	OH		Payee Name different in Check DB
AP00085952	V00121	BORUM, PATRICIA	07/08/10	1,100.00	MW	OH		Payee Name different in Check DB
AP00085953	V04108	BRONDINO, JEANNE	07/08/10	2,200.00	MW	OH		
AP00085954	V02463	BUSKEY, CAROLYN M	07/08/10	605.00	MW	OH		
AP00085955	V07522	CADWALLADER, HEIDI	07/08/10	5,500.00	MW	OH		
AP00085956	V00163	CANYON WATER AND DEVPT CORP	07/08/10	1,320.00	MW	OH		
AP00085957	V07524	CARSON, KENNETH AND KENETA	07/08/10	2,200.00	MW	OH		
AP00085958	V03030	CHADWICK, GEORGE & SHIRLEY	07/08/10	550.00	MW	OK		
AP00085959	V06972	CLINE, DANIEL FREDERICK	07/08/10	110.00	MW	OH		
AP00085960	V03699	COLE, MADELINE	07/08/10	220.00	MW	OH		
AP00085961	V04901	DIETERICH, MARJORIE J	07/08/10	2,640.00	MW	OH		
AP00085962	V02226	EDGAR TRUSTEE, GLORIA LOUISE	07/08/10	110.00	MW	OH		Payee Name different in Check DB
AP00085963	V00315	ELLIOTT TRUSTEE, H MACPHERSON	07/08/10	1,760.00	MW	OH		Payee Name different in Check DB
AP00085964	V00314	ELLIOTT, DOROTHY K	07/08/10	1,760.00	MW	OH		Payee Name different in Check DB
AP00085965	V00318	ENGLER TRUSTEE, OLIVER H	07/08/10	2,310.00	MW	OH		Payee Name different in Check DB
AP00085966	V07525	HANBY, JOHN W	07/08/10	2,970.00	MW	OH		
AP00085967	V02227	HANES, PHILLIP S	07/08/10	385.00	MW	OH		Payee Name different in Check DB
AP00085968	V04288	HANSEN, ANN	07/08/10	2,420.00	MW	OH		
AP00085969	V00951	HARTMAN, THOMAS M OR JANIS A	07/08/10	220.00	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To	Note
AP00085970	V00949	HAWK TRUST,THE	07/08/10	275.00	MW	OH			Payee Name different in Check DB
AP00085971	V00941	HEAD & KAREN SHOEMAKER, CONNI	07/08/10	550.00	MW	OH			Payee Name different in Check DB
AP00085972	V04109	HEINRICH, CAROLYN	07/08/10	2,200.00	MW	OH			
AP00085973	V06489	HENKE, ELDEN H	07/08/10	1,650.00	MW	OH			
AP00085974	V03031	HORAL, STEPHANIE HANBY	07/08/10	495.00	MW	OH			
AP00085975	V07544	J.D. BYGOTT AND J.P. HANBY	07/08/10	15,537.50	MW	OH			
AP00085976	V04902	JOHNSON, KENDALL H	07/08/10	2,640.00	MW	OH			
AP00085977	V04912	JOHNSON, OCLYTIS	07/08/10	2,420.00	MW	OH			Payee Name different in Check DB
AP00085978	V07500	JONES, JANIS E. HURLEY	07/08/10	1,540.00	MW	OH			
AP00085979	V07498	KAY TRUSTEE, VIRGINA M	07/08/10	3,300.00	MW	OH			
AP00085980	V06985	KLEIN, VIRGINIA A	07/08/10	220.00	MW	OH			
AP00085981	V02230	LULL, BARBARA J & JOHN M	07/08/10	1,100.00	MW	OH			Payee Name different in Check DB
AP00085982	V00531	MASONIC HOMES OF CALIF	07/08/10	3,300.00	MW	OH			
AP00085983	V06490	MAURER, HAROLD JOHN	07/08/10	550.00	MW	OH			
AP00085984	V02748	MAURER, WILLIAM L	07/08/10	1,100.00	MW	OH			
AP00085985	V03939	MILLER, JACQUELINE	07/08/10	220.00	MW	OH			
AP00085986	V00947	MORGAN, HENRY M	07/08/10	110.00	MW	OH			Payee Name different in Check DB
AP00085987	V00944	MORTENSEN, JAMES FRANK	07/08/10	110.00	MW	OH			
AP00085988	V00395	MUSHIK, ELIZABETH HANBY	07/08/10	6,352.50	MW	OH			
AP00085989	V00569	MUSHIK, MARTIN PETER	07/08/10	165.00	MW	OH			
AP00085990	V02272	NASSER REVOCABLE TRUST,LEO C	07/08/10	1,100.00	MW	OH			Payee Name different in Check DB
AP00085991	V00954	OAKDALE MEMORIAL PARK	07/08/10	61,902.50	MW	OH			
AP00085992	V06491	PALMER, MICHAEL	07/08/10	880.00	MW	OH			
AP00085993	V03036	PERRY, ELEANOR M	07/08/10	220.00	MW	OH			
AP00085994	V06024	REYNOLDS, CAROLINE M & IRVEN	07/08/10	1,870.00	MW	OH			Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00085995	V00943	ROMAN CATHOLIC CHURCH	07/08/10	1,100.00	MW	OH		Payee Name different in Check DB
AP00085996	V00700	SAVING CENTER INC	07/08/10	4,070.00	MW	OH		
AP00085997	V02245	SCHISLER, JOHN HOFFMAN	07/08/10	880.00	MW	OH		Payee Name different in Check DB
AP00085998	V02746	SCHLEICH, MARGRETTA LOUISE	07/08/10	550.00	MW	OH		
AP00085999	V01875	SEYMOUR, RICHARD	07/08/10	110.00	MW	OH		Payee Name different in Check DB
AP00086000	V04290	SMITH, VIRGINIA I	07/08/10	220.00	MW	OH		
AP00086001	V03051	WALKER, SHEILA ANN OR MARK C	07/08/10	2,750.00	MW	OH		Payee Name different in Check DB
AP00086002	V04292	WEBB, JEWEL M	07/08/10	1,100.00	MW	OH		
AP00086003	V07499	WEBBER, CAROL CLINE	07/08/10	220.00	MW	OH		
AP00086004	V03769	WILCOX, JOHN M	07/08/10	110.00	MW	OH		
AP00086005	V06973	WILLIAMS, JAMES R. JR.	07/08/10	770.00	MW	OH		

GRAND TOTALS:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	160,737.50	Number of Checks Processed:	61
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
GRAND TOTAL	160,737.50		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
AP00086006	V00229	US POSTMASTER	07/08/10	3,226.60	MW	IP	

GRAND TOTALS:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	3,226.60	Number of Checks Processed:	1
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
GRAND TOTAL	3,226.60		

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Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086007	V06814	ALLIANCE BUS LINE INC	07/13/10	348.87	MW	OH		
AP00086008	V07312	ANURA K. T. DESILVA	07/13/10	2,500.00	MW	OH		
AP00086009	V00998	BERT'S MEGA MALL	07/13/10	51.29	MW	OH		
AP00086010	V01003	BUCHANAN, PATRICK	07/13/10	500.00	MW	OH		Payee Name different in Check DB
AP00086011	V02636	CA CITY MGMT FOUNDATION	07/13/10	400.00	MW	OH		Payee Name different in Check DB
AP00086012	V04970	CALIFA GROUP	07/13/10	300.00	MW	OH		
AP00086013	V05555	CINTAS CORP #693	07/13/10	121.93	MW	OH		
AP00086014	V03916	CPCA	07/13/10	1,400.00	MW	OH		Payee Name different in Check DB
AP00086015	V01299	FOSTER, DAVE	07/13/10	16.00	MW	OH		
AP00086016	V00006	HOME DEPOT	07/13/10	187.17	MW	OH		
AP00086017	V00419	ICMA	07/13/10	1,400.00	MW	OH		
AP00086018	V00213	INLAND EMPIRE STAGES	07/13/10	723.00	MW	OH		
AP00086019	V07547	IPICD	07/13/10	590.00	MW	OH		
AP00086020	V00182	KMART STORE 4281	07/13/10	35.08	MW	OH		
AP00086021	V00478	LA CNTY FIRE DEPARTMENT	07/13/10	616,007.40	MW	OH		Payee Name different in Check DB
AP00086022	V05366	LEAGUE OF CALIF CITIES	07/13/10	1,130.00	MW	OH		
AP00086023	V00496	LEWIS ENGRAVING INC	07/13/10	57.07	MW	OH		
AP00086024	V03070	M.S.A.	07/13/10	75.00	MW	OH		Payee Name different in Check DB
AP00086025	V07494	MADAME TUSSAUDS HOLLYWOOD INC	07/13/10	530.00	MW	OH		
AP00086026	V00708	MCNEILL SOUND & SECURITY SYS	07/13/10	270.00	MW	OH		Payee Name different in Check DB
AP00086027	V07548	NATURAL HISTORY MUSEUM	07/13/10	98.00	MW	OH		
AP00086028	V06687	NEWPORT FARMS INC	07/13/10	229.02	MW	OH		
AP00086029	V00606	PACIFIC PARKING SYS INC	07/13/10	1,260.00	MW	OH		Payee Name different in Check DB
AP00086030	V01471	PETERSON, GREGG	07/13/10	16.00	MW	OH		
AP00086031	V01666	QUEEN MARY, THE	07/13/10	448.00	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
AP00086032	V06114	REPUBLIC MASTER CHEFS	07/13/10	111.68	NW		OH
AP00086033	V05946	SGV POLICE CHIEFS' ASSOC	07/13/10	100.00	NW		OH
AP00086034	V00727	SMART AND FINAL IRIS CORP	07/13/10	113.39	NW		OH
AP00086035	V01002	SOUTHERN CA ASSOC OF GOV	07/13/10	3,999.00	NW		OH
AP00086036	V00007	STAPLES INC	07/13/10	18.20	NW		OH

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	633,036.10	Number of Checks Processed:	30
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
G R A N D T O T A L	633,036.10		

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Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086037	V00019	AARDVARK TACTICAL INC	07/13/10	254.64	MW	OH		
AP00086038	V07542	AKEY, MARJORIE	07/13/10	109.20	MW	OH		
AP00086039	V00046	ALBERTSONS GROCERY WAREHOUSE	07/13/10	41.67	MW	OH		
AP00086040	V00051	ALLSTATE POLICE EQUIPMENT INC	07/13/10	2,786.53	MW	OH		
AP00086041	V07220	AMERICAN RED CROSS	07/13/10	342.00	MW	OH		
AP00086042	V01955	AZUSA PLUMBING & HEATNG SUPPL	07/13/10	451.63	MW	OH		
AP00086043	V03529	BUSY BEE PEST CONTROL INC	07/13/10	125.00	MW	OH		Payee Name different in Check DB
AP00086044	V00193	CHEVRON PRODUCTS COMPANY	07/13/10	772.52	MW	OH		
AP00086045	V00962	CITRUS CAR WASH	07/13/10	422.50	MW	OH		
AP00086046	V04222	CONOCO PHILLIPS FLEET	07/13/10	157.36	MW	OH		
AP00086047	V02444	CONTEMPORARY INFO CORP	07/13/10	12.00	MW	OH		
AP00086048	V00248	COUNSELING TEAM, THE	07/13/10	1,080.00	MW	OH		Payee Name different in Check DB
AP00086049	V01089	COVINA COLLISION REPAIR	07/13/10	1,431.70	MW	OH		
AP00086050	V00234	COVINA IRRIGATING CO	07/13/10	177,458.20	MW	OH		
AP00086051	V00262	COVINA RENTS	07/13/10	129.51	MW	OH		
AP00086052	V00838	COVINA, CITY OF	07/13/10	952.11	MW	OH		Payee Name different in Check DB
AP00086053	V00300	DUNN EDWARDS CORP	07/13/10	559.25	MW	OH		Payee Name different in Check DB
AP00086054	V00175	EDISON CO	07/13/10	4,002.44	MW	OH		
AP00086055	V07490	ELIFEGUARD INC	07/13/10	88.90	MW	OH		
AP00086056	V07546	EMERGENCY PLANNING CONSULTANT	07/13/10	5,400.00	MW	OH		
AP00086057	V00176	FEDEX	07/13/10	4.88	MW	OH		
AP00086058	V00730	GOLDEN STATE WATER COMPANY	07/13/10	288.37	MW	OH		Payee Name different in Check DB
AP00086059	V00374	GRAINGER	07/13/10	312.35	MW	OH		Payee Name different in Check DB
AP00086060	V07294	HOLLIDAY ROCK CO INC	07/13/10	1,081.06	MW	OH		
AP00086061	V00006	HOME DEPOT	07/13/10	231.28	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086062	V00417	HUNTINGTON COURT REPORTERS	07/13/10	1,606.68	MW	OH		Payee Name different in Check DB
AP00086063	V01343	ICMC	07/13/10	25.00	MW	OH		
AP00086064	V00424	INGLEWOOD, CITY OF	07/13/10	4,579.93	MW	OH		Payee Name different in Check DB
AP00086065	V04543	INTER-VALLEY POOL SUPPLY	07/13/10	98.29	MW	OH		
AP00086066	V00463	KING BOLT CO	07/13/10	28.10	MW	OH		
AP00086067	V03576	LA CNTY DEPT OF PUBLIC WORKS	07/13/10	11,137.48	MW	OH		
AP00086068	V00497	LEWIS SAW AND LAWNMOWER	07/13/10	31.72	MW	OH		Payee Name different in Check DB
AP00086069	V07529	MEASUREMENT CONTROL SYSTEMS	07/13/10	992.22	MW	OH		
AP00086070	V01240	MISSION LINEN SUPPLY	07/13/10	503.00	MW	OH		
AP00086071	V00573	NAPA AUTO PARTS	07/13/10	32.67	MW	OH		
AP00086072	V07404	O REILLY AUTO PARTS	07/13/10	44.60	MW	OH		
AP00086073	V00797	OFFICE DEPOT	07/13/10	1,139.51	MW	OH		Payee Name different in Check DB
AP00086074	V04653	PLUMBING WHOLESALE OUTLET	07/13/10	34.36	MW	OH		
AP00086075	V06994	ROCKLER COMPANIES INC	07/13/10	172.02	MW	OH		
AP00086076	V01254	S & S WORLDWIDE INC	07/13/10	198.57	MW	OH		Payee Name different in Check DB
AP00086077	V00727	SMART AND FINAL IRIS CORP	07/13/10	186.11	MW	OH		
AP00086078	V00737	SPARKLETTIS	07/13/10	82.63	MW	OH		
AP00086079	V04614	THE FINALS	07/13/10	240.00	MW	OH		
AP00086080	V00346	THOMSON GALE	07/13/10	34.18	MW	OH		Payee Name different in Check DB
AP00086081	V00776	TRUGREEN LANDSCAPE	07/13/10	8,147.21	MW	OH		
AP00086082	V00230	UNDERGROUND SERVICE ALERT	07/13/10	87.00	MW	OH		
AP00086083	V05461	URBAN GRAFFITI ENTERPRISES IN	07/13/10	5,000.00	MW	OH		
AP00086084	V00158	VULCAN MATERIALS COMPANY	07/13/10	532.67	MW	OH		Payee Name different in Check DB
AP00086085	V01119	WARREN DISTRIBUTING INC	07/13/10	20.64	MW	OH		Payee Name different in Check DB
AP00086086	V04643	WELLS FARGO FINANCIAL LEASING	07/13/10	1,224.48	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
AP00086087	V00829	XEROX CORPORATION	07/13/10	122.16	MW		OH
AP00086088	V05338	YOUNGS	07/13/10	15.44	MW		OH

GRAND TOTALS:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	234,811.77	Number of Checks Processed:	52
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
GRAND TOTAL	234,811.77		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086089	V04747	10-8 RETROFIT	07/20/10	120.00	MW	OH		
AP00086090	V00846	ADVANCED GRAPHIX INC	07/20/10	125.00	MW	OH		
AP00086091	V00040	AIRGAS-WEST	07/20/10	89.79	MW	OH		Payee Name different in Check DB
AP00086092	V05637	BANK OF THE WEST	07/20/10	5,652.34	MW	OH		
AP00086093	V02591	BEST BEST & KRIEGER LLP	07/20/10	20,412.97	MW	OR		
AP00086094	V06872	CALIF BUILDING STANDARDS COMM	07/20/10	595.80	MW	OH		
AP00086095	V00153	CALIF, STATE OF	07/20/10	2,503.63	MW	OH		
AP00086096	V00150	CALIF, STATE OF	07/20/10	590.31	MW	OH		
AP00086097	V00151	CALIF, STATE OF	07/20/10	268.00	MW	OH		
AP00086098	V01269	CALIF, STATE OF	07/20/10	566.00	MW	OH		Payee Name different in Check DB
AP00086099	V01554	CITYGATE ASSOCIATES LLC	07/20/10	2,054.85	MW	OH		Payee Name different in Check DB
AP00086100	V00256	COVINA DISPOSAL CO	07/20/10	5,561.92	MW	OH		
AP00086101	V00837	COVINA WATER & REFUSE, CITY O	07/20/10	625.97	MW	OH		Payee Name different in Check DB
AP00086102	V06926	CRITERION PICTURES	07/20/10	275.00	MW	OH		
AP00086103	V03707	DTSC	07/20/10	207.50	MW	OH		
AP00086104	V00175	EDISON CO	07/20/10	41,375.24	MW	OH		
AP00086105	V00322	ESGIL CORPORATION	07/20/10	82.00	MW	OH		
AP00086106	V07439	FELICIANO, VICTOR	07/20/10	64.35	MW	OH		
AP00086107	V00350	GAS COMPANY, THE	07/20/10	1,690.61	MW	OH		Payee Name different in Check DB
AP00086108	V02471	GOLDEN STATE OVERNIGHT	07/20/10	17.29	MW	OH		
AP00086109	V00378	GREENS LOCK AND SAFE	07/20/10	43.63	MW	OH		
AP00086110	V00006	HOME DEPOT	07/20/10	32.88	MW	OH		
AP00086111	V00233	HYDRO CONNECTIONS	07/20/10	301.51	MW	OH		Payee Name different in Check DB
AP00086112	V01964	HYNES, MELODY	07/20/10	42.69	MW	OH		
AP00086113	V06816	INTER-CON SECURITY SYSTEMS IN	07/20/10	5,148.00	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086114	V03518	JAIME, LUIS	07/20/10	20.00	MW	OH		
AP00086115	V05490	JS CONSULTANTS	07/20/10	23,001.09	MW	OH		
AP00086116	V07399	JUSTINE GARCIA	07/20/10	67.50	MW	OH		
AP00086117	V00441	JW LOCK CO INC	07/20/10	114.74	MW	OH		
AP00086118	V00463	KING BOLT CO	07/20/10	46.29	MW	OH		
AP00086119	V03576	LA CNTY DEPT OF PUBLIC WORKS	07/20/10	2,028.99	MW	OH		
AP00086120	V06324	LANGUAGE LINE SERVICES INC	07/20/10	6.58	MW	OH		
AP00086121	V00497	LEWIS SAW AND LAWNMOWER	07/20/10	38.41	MW	OH		Payee Name different in Check DB
AP00086122	V00501	LIEBERT CASSIDY WHITMORE	07/20/10	7,901.41	MW	OH		Payee Name different in Check DB
AP00086123	V00214	LIGHTNING OIL COMPANY INC	07/20/10	3,385.00	MW	OH		Payee Name different in Check DB
AP00086124	V05351	LY, NGUYEN	07/20/10	38.50	MW	OH		Payee Name different in Check DB
AP00086125	V03767	QUILL	07/20/10	283.79	MW	OH		
AP00086126	V00696	SAN DIEGO POLICE EQUIPMENT	07/20/10	4,415.25	MW	OH		
AP00086127	V05102	SANTA ANITA FAMILY SERVICE	07/20/10	280.00	MW	OH		
AP00086128	V06095	SGV EXAMINER	07/20/10	806.64	MW	OH		
AP00086129	V05198	SHORT RUN SWISS INC.	07/20/10	15.00	MW	OH		
AP00086130	V06071	STAPLES BUSINESS ADVANTAGE	07/20/10	72.73	MW	OH		
AP00086131	V00007	STAPLES INC	07/20/10	1,836.57	MW	OH		
AP00086132	V00110	SUNGARD BI-TECH INC	07/20/10	427.20	MW	OH		Payee Name different in Check DB
AP00086133	V06297	VERIZON WIRELESS	07/20/10	5,326.18	MW	OH		
AP00086134	V06602	WELLDYNERX	07/20/10	79.14	MW	OH		
AP00086135	V04643	WELLS FARGO FINANCIAL LEASING	07/20/10	186.15	MW	OH		
AP00086136	V00812	WEST COAST ARBORISTS INC	07/20/10	735.00	MW	OH		
AP00086137	V00829	XEROX CORPORATION	07/20/10	85.11	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
=====								
G R A N D T O T A L S:								
		Total Void Machine Written		0.00		Number of Checks Processed:		0
		Total Void Hand Written		0.00		Number of Checks Processed:		0
		Total Machine Written		139,644.55		Number of Checks Processed:		49
		Total Hand Written		0.00		Number of Checks Processed:		0
		Total Reversals		0.00		Number of Checks Processed:		0
		Total Cancelled Checks		0.00		Number of Checks Processed:		0
		Total EFTs		0.00		Number of EFTs Processed:		0
		G R A N D T O T A L		139,644.55				

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086138	V06990	ADVANCED BATTERY SYSTEMS	07/20/10	851.44	MW	OH		
AP00086139	V07080	ADVANCED RESTORATION	07/20/10	175.58	MW	OH		
AP00086140	V06428	ADVANCED	07/20/10	2,244.08	MW	OH		
AP00086141	V03949	AGAPE SIGHT N' SOUND	07/20/10	5,493.68	MW	OH		
AP00086142	V06814	ALLIANCE BUS LINE INC	07/20/10	348.87	MW	OH		
AP00086143	V02224	AMERICAN WEST COAST SECURITY	07/20/10	100.00	MW	OH		
AP00086144	V02762	AQUA-METRIC SALES COMPANY	07/20/10	6,273.00	MW	OH		
AP00086145	V01955	AZUSA PLUMBING & HEATNG SUPPL	07/20/10	18.60	MW	OH		
AP00086146	V01518	BC CONTINENTAL FOOD SERVICE	07/20/10	768.00	MW	OH		
AP00086147	V01508	CALPELRA	07/20/10	550.00	MW	OH		
AP00086148	V06267	CASTRO, VIVIAN	07/20/10	65.00	MW	OH		
AP00086149	V00134	CAT SPECIALTIES INC	07/20/10	3,693.35	MW	OH		
AP00086150	V02958	CERTIFIED UNDERCAR PARTS	07/20/10	438.34	MW	OH		
AP00086151	V05555	CINTAS CORP #693	07/20/10	121.93	MW	OH		
AP00086152	V06072	COLLEY AUTO CARS INC.	07/20/10	420.67	MW	OH		
AP00086153	V06119	COMMUNITY ACTION EAP	07/20/10	350.00	MW	OH		
AP00086154	V07549	DURFEE AUTO AND TRANSMISSION	07/20/10	2,269.91	MW	OH		
AP00086155	V00176	FEDEX	07/20/10	9.29	MW	OH		
AP00086156	V00374	GRAINGER	07/20/10	791.15	MW	OH		Payee Name different in Check DB
AP00086157	V07091	HARDY, JOSEPH	07/20/10	100.00	MW	OH		
AP00086158	V00006	HOME DEPOT	07/20/10	150.44	MW	OH		
AP00086159	V06564	HUGHES, TAYLOR	07/20/10	150.00	MW	OH		
AP00086160	V01964	HYNES, MELODY	07/20/10	21.29	MW	OH		
AP00086161	V05600	INSIGHT INVESTMENTS CORP	07/20/10	3,666.88	MW	OH		
AP00086162	V06713	Integrated Media Systems	07/20/10	8,089.43	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086163	V00448	JOHNNY'S POOL SERVICE	07/20/10	7.67	MW	OH		Payee Name different in Check DB
AP00086164	V00451	KELLY PAPER CO	07/20/10	24.59	MW	OH		
AP00086165	V00458	KEYSTONE UNIFORM DEPOT	07/20/10	949.85	MW	OH		Payee Name different in Check DB
AP00086166	V02992	LEARNING FOR LIFE	07/20/10	30.60	MW	OH		
AP00086167	V03544	LEVEL 3 COMMUNICATIONS LLC	07/20/10	1,075.81	MW	OH		Payee Name different in Check DB
AP00086168	V00496	LEWIS ENGRAVING INC	07/20/10	25.24	MW	OH		
AP00086169	V00497	LEWIS SAW AND LAWNMOWER	07/20/10	142.95	MW	OH		Payee Name different in Check DB
AP00086170	V00503	LIGHTHOUSE INC, THE	07/20/10	117.65	MW	OH		Payee Name different in Check DB
AP00086171	V06820	MARTHA HEAVISIDE	07/20/10	656.00	MW	OH		
AP00086172	V00539	MCMASTER CARR SUPPLY CO	07/20/10	341.40	MW	OH		
AP00086173	V01240	MISSION LINEN SUPPLY	07/20/10	37.62	MW	OH		
AP00086174	V00972	MORAN, JAMES	07/20/10	800.00	MW	OH		
AP00086175	V06687	NEWPORT FARMS INC	07/20/10	225.93	MW	OH		
AP00086176	V02317	NEWSBANK	07/20/10	382.00	MW	OH		
AP00086177	V07027	NORCAL SWIM SHOP	07/20/10	2,374.12	MW	OH		
AP00086178	V01065	OCLC/FOREST PRESS	07/20/10	14,773.24	MW	OH		Payee Name different in Check DB
AP00086179	V00613	PATS TIRE SERVICE	07/20/10	965.33	MW	OH		
AP00086180	V05877	PUMP IT UP	07/20/10	325.00	MW	OH		
AP00086181	V07288	QUALITY IMAGING SUPPLIES INC.	07/20/10	1,672.60	MW	OH		
AP00086182	V07360	RAINFOREST CAFE	07/20/10	473.03	MW	OH		
AP00086183	V06114	REPUBLIC MASTER CHEFS	07/20/10	167.29	MW	OH		
AP00086184	V00714	SGV COUNCIL OF GOVERNMENTS	07/20/10	19,886.60	MW	OH		
AP00086185	V00692	SGVMAA	07/20/10	55.00	MW	OH		
AP00086186	V00727	SMART AND FINAL IRIS CORP	07/20/10	337.87	MW	OH		
AP00086187	V00007	STAPLES INC	07/20/10	39.47	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086188	V04142	TALX UC EXPRESS	07/20/10	250.00	MW	OH		Payee Name different in Check DB
AP00086189	V07497	THORNBURY, DAVE	07/20/10	300.00	MW	OH		
AP00086190	V05776	TOSHIBA BUSINESS SOLUTIONS	07/20/10	53.11	MW	OH		
AP00086191	V00772	TRI-XECUTEX CORP	07/20/10	160.00	MW	OH		Payee Name different in Check DB
AP00086192	V00229	US POSTMASTER	07/20/10	2,589.69	MW	OH		
AP00086193	V03657	US POSTMASTER	07/20/10	300.00	MW	OH		
AP00086194	V04113	USA MOBILITY WIRELESS INC	07/20/10	39.76	MW	OH		Payee Name different in Check DB
AP00086195	V07403	VERIZON CALIFORNIA	07/20/10	1,808.33	MW	OH		
AP00086196	V02304	VICTORY EXTERMINATING INC	07/20/10	50.00	MW	OH		
AP00086197	V04678	WALCZAK, MARY LOU	07/20/10	7.66	MW	OH		
AP00086198	V06911	XO COMMUNICATIONS SERVICES IN	07/20/10	4,928.97	MW	OH		
AP00086199	V00831	Y TIRE SALES	07/20/10	2,331.49	MW	OH		

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	95,866.80	Number of Checks Processed:	62
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
G R A N D T O T A L	95,866.80		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086200	V06191	AFLAC ACCT# YQ792	07/21/10	3,582.64	MW	OH		Payee Name different in Check DB
AP00086201	V01695	AFSCME	07/21/10	860.00	MW	OH		
AP00086202	V01681	CALIFORNIA PUBLIC EMPLOYEES'	07/21/10	50,225.29	MW	OH		Payee Name different in Check DB
AP00086203	V07287	CITY OF COVINA-FSA	07/21/10	1,929.00	MW	OH		
AP00086204	V01686	COVINA POLICE ASSOCIATION	07/21/10	1,827.00	MW	OH		
AP00086205	V02095	COVINA POLICE ASSOCIATION	07/21/10	980.00	MW	OH		
AP00086206	V01697	COVINA, CITY OF	07/21/10	6,419.88	MW	OH		
AP00086207	V02879	COVINA, CITY OF	07/21/10	39.80	MW	OR		
AP00086208	V05506	COVINA, CITY OF	07/21/10	22,120.50	MW	OH		
AP00086209	V06385	CSAC-EIA	07/21/10	4,100.99	MW	OH		
AP00086210	V06386	CSAC-EIA	07/21/10	1,449.61	MW	OH		
AP00086211	V05186	DELTA DENTAL OF CALIFORNIA	07/21/10	5,068.83	MW	OH		
AP00086212	V07259	FLEX ONE	07/21/10	28.00	MW	OH		Payee Name different in Check DB
AP00086213	V01692	GREAT WEST LIFE & ANNUITY	07/21/10	3,667.50	MW	OH		
AP00086214	V01694	HARTFORD LIFE INS	07/21/10	9.67	MW	OH		Payee Name different in Check DB
AP00086215	V01691	ICMA RETIREMENT TRUST-457	07/21/10	5,491.00	MW	OR		
AP00086216	V07302	ICMA RETIREMENT TRUST-401	07/21/10	680.44	MW	OH		
AP00086217	V01690	NATIONAL DEFERRED COMPENSATIO	07/21/10	4,142.50	MW	OH		Payee Name different in Check DB
AP00086218	V01693	PERS LONG TERM CARE PROGRAM	07/21/10	329.14	MW	OR		
AP00086219	V01687	PERS	07/21/10	74,119.46	MW	OH		
AP00086220	V04828	UNION BANK OF CALIFORNIA	07/21/10	4,277.66	MW	OH		
AP00086221	V01696	UNITED WAY OF GREATER LA	07/21/10	45.41	MW	OH		Payee Name different in Check DB
AP00086222	V06785	VISION SERVICE PLAN (CA)	07/21/10	475.71	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
=====							
G R A N D T O T A L S:							
		Total Void Machine Written		0.00		Number of Checks Processed:	0
		Total Void Hand Written		0.00		Number of Checks Processed:	0
		Total Machine Written		191,870.03		Number of Checks Processed:	23
		Total Hand Written		0.00		Number of Checks Processed:	0
		Total Reversals		0.00		Number of Checks Processed:	0
		Total Cancelled Checks		0.00		Number of Checks Processed:	0
		Total EFTs		0.00		Number of EFTs Processed:	0
		G R A N D T O T A L		191,870.03			

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086223	V04747	10-B RETROFIT	07/27/10	2,160.00	MW	OH		
AP00086224	V07564	AGUILAR, ARIANA	07/27/10	70.00	MW	OH		
AP00086225	V07381	ALTA PLANNING & DESIGN	07/27/10	65.00	MW	OH		
AP00086226	V06519	AMERICAN TRAFFIC SOLUTIONS	07/27/10	16,185.00	MW	OH		
AP00086227	V04100	BOND LOGISTIX	07/27/10	7,656.18	MW	OH		
AP00086228	V01595	CANON BUS SOLUTIONS INC	07/27/10	277.83	MW	OH		Payee Name different in Check DB
AP00086229	V07402	CATHOLIC CHARITIES	07/27/10	10,696.17	MW	OH		
AP00086230	V00186	CENTURY OFFICE PRODUCTS	07/27/10	149.24	MW	OH		
AP00086231	V00208	CLINICAL LAB OF SAN BERNARDIN	07/27/10	532.50	MW	OH		
AP00086232	V00240	COMPUTER SERVICE COMPANY	07/27/10	7,397.59	MW	OH		
AP00086233	V00256	COVINA DISPOSAL CO	07/27/10	237,261.95	MW	OH		
AP00086234	V00686	COVINA SUNRISE ROTARY	07/27/10	68.00	MW	OH		Payee Name different in Check DB
AP00086235	V00837	COVINA WATER & REFUSE, CITY O	07/27/10	2,003.80	MW	OH		Payee Name different in Check DB
AP00086236	V00838	COVINA, CITY OF	07/27/10	36.76	MW	OH		Payee Name different in Check DB
AP00086237	V06792	DAPEER ROSENBLIT & LITVAK LLP	07/27/10	953.02	MW	OH		
AP00086238	V07563	DELGADO, MIGUEL	07/27/10	64.00	MW	OH		
AP00086239	V07561	DELROSARIO, ELIZA, B	07/27/10	60.00	MW	OH		
AP00086240	V07235	DEPARTMENT OF INDUSTRIAL	07/27/10	105.00	MW	OH		
AP00086241	V00175	EDISON CO	07/27/10	37.44	MW	OH		
AP00086242	V00730	GOLDEN STATE WATER COMPANY	07/27/10	45.37	MW	OH		Payee Name different in Check DB
AP00086243	V00375	GRAND PRINTING	07/27/10	492.34	MW	OH		
AP00086244	V07555	HART, BARBARA	07/27/10	2.00	MW	OH		
AP00086245	V04131	HERTZ	07/27/10	1,133.46	MW	OH		
AP00086246	V07551	HUNTER, KATHLEEN	07/27/10	4.00	MW	OH		
AP00086247	V00233	HYDRO CONNECTIONS	07/27/10	50.62	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086248	V07173	JOHN L. HUNTER	07/27/10	602.50	MW		OH	
AP00086249	V05852	L3 COMMUNICATIONS	07/27/10	145,462.24	MW		OH	
AP00086250	V00476	LA CNTY DEPT OF CORONER	07/27/10	254.00	MW		OH	Payee Name different in Check DB
AP00086251	V03576	LA CNTY DEPT OF PUBLIC WORKS	07/27/10	6,779.78	MW		OH	
AP00086252	V04431	LUQUE, OSCAR	07/27/10	90.00	MW		OH	
AP00086253	V06533	MACIAS GINI & O'CONNELL LLP	07/27/10	7,975.00	MW		OH	
AP00086254	V07569	MORALES, YOLANDA	07/27/10	90.00	MW		OH	
AP00086255	V04971	PARS	07/27/10	395.68	MW		OH	
AP00086256	V07562	PRUDISEL, APRIL	07/27/10	40.00	MW		OH	
AP00086257	V07106	REGIONAL TAP SERVICE CENTER	07/27/10	1,020.44	MW		OH	
AP00086258	V07552	SCALISE, HERMINIA	07/27/10	2.00	MW		OH	
AP00086259	V04066	SECURITAS SECURITY SERVICES	07/27/10	6,456.75	MW		OH	
AP00086260	V00734	SOUTHEAST CONSTRUCTION INC	07/27/10	22.61	MW		OH	
AP00086261	V06163	SOUTHLAND TRANSIT	07/27/10	39,810.91	MW		OH	
AP00086262	V00007	STAPLES INC	07/27/10	332.78	MW		OH	
AP00086263	V00765	THREE VALLEYS MUNICIPAL	07/27/10	6,694.56	MW		OH	
AP00086264	V07566	TRIPS FOR YOU	07/27/10	432.00	MW		OH	
AP00086265	V03858	UPS	07/27/10	16.67	MW		OH	
AP00086266	V07141	VELOSA-REDENIUS, AMANDA	07/27/10	8.00	MW		OH	
AP00086267	V00812	WEST COAST ARBORISTS INC	07/27/10	870.00	MW		OH	
AP00086268	V00232	WESTERN WATER WORKS SUPPLY	07/27/10	691.43	MW		OH	
AP00086269	V00821	WILLDAN	07/27/10	5,415.00	MW		OH	Payee Name different in Check DB
AP00086270	V07081	YELLOW CAB OF SAN GABRIEL	07/27/10	98.40	MW		OH	
AP00086271	V07560	YOQUIGUA, GLORIA	07/27/10	76.00	MW		OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
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G R A N D T O T A L S:								
		Total Void Machine Written		0.00		Number of Checks Processed:		0
		Total Void Hand Written		0.00		Number of Checks Processed:		0
		Total Machine Written		511,144.02		Number of Checks Processed:		49
		Total Hand Written		0.00		Number of Checks Processed:		0
		Total Reversals		0.00		Number of Checks Processed:		0
		Total Cancelled Checks		0.00		Number of Checks Processed:		0
		Total EFTs		0.00		Number of EFTs Processed:		0
		G R A N D T O T A L		511,144.02				

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086272	V05630	A-1 POWER SWEEPING CO INC	07/27/10	600.00	MW			
AP00086273	V00022	ABORTA BUG INC	07/27/10	75.00	MW			
AP00086274	V06611	ADVANTEC CONSULTING ENGINEERS	07/27/10	2,081.00	MW			
AP00086275	V00040	AIRGAS-WEST	07/27/10	186.27	MW			Payee Name different in Check DB
AP00086276	V07379	AMERICAN INDUSTRIAL SUPPLY IN	07/27/10	908.23	MW			
AP00086277	V07449	ANTHEM BLUE CROSS	07/27/10	787.49	MW			
AP00086278	V07312	ANURA K. T. DESILVA	07/27/10	2,500.00	MW			
AP00086279	V04642	ARMORCAST PRODUCTS COMPANY	07/27/10	384.83	MW			
AP00086280	V03128	ASTRA INDUSTRIAL SERVICES	07/27/10	81.20	MW			
AP00086281	V01660	AT&T	07/27/10	791.41	MW			
AP00086282	V01955	AZUSA PLUMBING & HEATNG SUPPL	07/27/10	133.91	MW			
AP00086283	V00089	B & K ELECTRIC WHOLESALE	07/27/10	97.02	MW			Payee Name different in Check DB
AP00086284	V00090	BAKER AND TAYLOR INC	07/27/10	243.65	MW			
AP00086285	V07100	BANK OF THE WEST	07/27/10	9,395.07	MW			
AP00086286	V07495	BELL, PATRICK	07/27/10	175.00	MW			
AP00086287	V07218	BLUE SHIELD OF CALIFORNIA	07/27/10	433.18	MW			
AP00086288	V07218	BLUE SHIELD OF CALIFORNIA	07/27/10	433.18	MW			
AP00086289	V00127	BRODART CO	07/27/10	31.33	MW			
AP00086290	V05470	BURGUAN, RENE	07/27/10	800.00	MW			
AP00086291	V00134	CAT SPECIALTIES INC	07/27/10	115.24	MW			
AP00086292	V00186	CENTURY OFFICE PRODUCTS	07/27/10	113.60	MW			
AP00086293	V07554	CHAVEZ, MIRIAM	07/27/10	2.00	MW			
AP00086294	V05555	CINTAS CORP #693	07/27/10	121.93	MW			
AP00086295	V00174	COCA COLA BOTTLING CO	07/27/10	325.35	MW			
AP00086296	V00262	COVINA RENTS	07/27/10	263.40	MW			

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086297	V06385	CSAC-EIA	07/27/10	9.04	MW	OH		
AP00086298	V03550	DELACH, PEGGY	07/27/10	698.99	MW	OH		
AP00086299	V05186	DELTA DENTAL OF CALIFORNIA	07/27/10	929.17	MW	OH		
AP00086300	V02927	DF POLYGRAPH	07/27/10	125.00	MW	OH		
AP00086301	V02298	DOUBLETREE HOTEL	07/27/10	1,114.64	MW	OH		Payee Name different in Check DB
AP00086302	V00305	EBSCO SUBSCRIPTION SVCS	07/27/10	2,235.94	MW	OH		
AP00086303	V00175	EDISON CO	07/27/10	2,063.83	MW	OH		
AP00086304	V00176	FEDEX	07/27/10	5.52	MW	OH		
AP00086305	V06211	FIELDS, KENNETH	07/27/10	53.98	MW	OH		
AP00086306	V06433	GALE CENGAGE LEARNING	07/27/10	3,447.40	MW	OH		
AP00086307	V07567	GALVAN, ALEX	07/27/10	2.00	MW	OH		
AP00086308	V07553	GARCIA, CARRIE	07/27/10	2.00	MW	OH		
AP00086309	V00350	GAS COMPANY, THE	07/27/10	1,186.14	MW	OH		Payee Name different in Check DB
AP00086310	V02471	GOLDEN STATE OVERNIGHT	07/27/10	8.25	MW	OH		
AP00086311	V01193	GONZALES, CARLOS	07/27/10	255.00	MW	OH		
AP00086312	V00374	GRAINGER	07/27/10	284.82	MW	OH		Payee Name different in Check DB
AP00086313	V00212	HAAKER EQUIPMENT CO	07/27/10	73.27	MW	OH		
AP00086314	V07294	HOLLIDAY ROCK CO INC	07/27/10	1,150.44	MW	OH		
AP00086315	V00006	HOME DEPOT	07/27/10	625.17	MW	OH		
AP00086316	V00417	HUNTINGTON COURT REPORTERS	07/27/10	820.15	MW	OH		Payee Name different in Check DB
AP00086317	V00233	HYDRO CONNECTIONS	07/27/10	6.95	MW	OH		Payee Name different in Check DB
AP00086318	V04280	I.C. COMPOUND CO	07/27/10	271.26	MW	OH		
AP00086319	V00425	INGRAM DIST GROUP	07/27/10	28.73	MW	OH		
AP00086320	V00777	J.G. TUCKER AND SON	07/27/10	110.85	MW	OH		Payee Name different in Check DB
AP00086321	V00445	JEECO MFG & SUPPLY	07/27/10	64.10	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086322	V07476	JOHN J MOOERS CONSTRUCTION	07/27/10	3,800.00	MW	OH		
AP00086323	V00448	JOHNNY'S POOL SERVICE	07/27/10	27.40	MW	OH		Payee Name different in Check DB
AP00086324	V02427	JOHNSON'S NUMBERING SERVICE	07/27/10	15.00	MW	OH		
AP00086325	V00456	KELLEY BLUE BOOK INC	07/27/10	98.00	MW	OH		
AP00086326	V06674	KEM-PRO INDUSTRIAL SUPPLY	07/27/10	1,031.91	MW	OH		
AP00086327	V07435	KIDZONE CHILDREN CENTER	07/27/10	236.00	MW	OH		
AP00086328	V00496	LEWIS ENGRAVING INC	07/27/10	200.95	MW	OH		
AP00086329	V00497	LEWIS SAW AND LAWNMOWER	07/27/10	25.08	MW	OH		Payee Name different in Check DB
AP00086330	V00499	LIBRARY STORE	07/27/10	86.90	MW	OH		
AP00086331	V01476	LOS ANGELES TIMES	07/27/10	162.24	MW	OH		
AP00086332	V03908	MARK-IT	07/27/10	64.50	MW	OH		
AP00086333	V07557	MCAFEE	07/27/10	2,664.00	MW	OR		
AP00086334	V00539	MCMASTER CARR SUPPLY CO	07/27/10	29.02	MW	OH		
AP00086335	V07529	MEASUREMENT CONTROL SYSTEMS	07/27/10	618.13	MW	OH		
AP00086336	V07167	MEREDITH DIGITAL	07/27/10	469.73	MW	OH		
AP00086337	V07565	MEZA, OLGA	07/27/10	100.00	MW	OH		
AP00086338	V00551	MILLERS & ISHAMS FIRE	07/27/10	284.20	MW	OH		Payee Name different in Check DB
AP00086339	V01240	MISSION LINEN SUPPLY	07/27/10	88.60	MW	OH		
AP00086340	V06687	NEWPORT FARMS INC	07/27/10	283.06	MW	OH		
AP00086341	V05301	PEST OPTIONS INC	07/27/10	265.00	MW	OH		
AP00086342	V00909	PRIORITY MAILING SYSTEMS	07/27/10	281.89	MW	OH		
AP00086343	V05392	PYRO-COMM SYSTEMS INC	07/27/10	135.00	MW	OH		
AP00086344	V07568	RAFFERTY, DAVID	07/27/10	2.00	MW	OH		
AP00086345	V07501	RC KEMP CONSULTING LLC	07/27/10	2,070.00	MW	OH		
AP00086346	V06114	REPUBLIC MASTER CHEFS	07/27/10	104.01	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086347	V04793	RODRIGUEZ, DAVID	07/27/10	255.00	MW	OH		
AP00086348	V00727	SMART AND FINAL IRIS CORP	07/27/10	393.40	MW	OH		
AP00086349	V01301	SMITH, STEVEN	07/27/10	78.60	MW	OH		
AP00086350	V07558	SOUTHERN CALIFORNIA LIBRARY	07/27/10	2,763.00	MW	OH		
AP00086351	V00737	SPARKLETTS	07/27/10	79.24	MW	OH		
AP00086352	V06071	STAPLES BUSINESS ADVANTAGE	07/27/10	22.39	MW	OH		
AP00086353	V00007	STAPLES INC	07/27/10	112.40	MW	OH		
AP00086354	V00756	SWANK MOTION PICTURES INC	07/27/10	592.00	MW	OH		
AP00086355	V03066	TASER INTERNATIONAL	07/27/10	1,207.26	MW	OH		
AP00086356	V05229	THYSSENKRUPP ELEVATOR	07/27/10	871.77	MW	OH		
AP00086357	V05776	TOSHIBA BUSINESS SOLUTIONS	07/27/10	559.72	MW	OH		
AP00086358	V00783	ULTRA-CHEM INC	07/27/10	831.15	MW	OH		Payee Name different in Check DB
AP00086359	V05462	UNITED TRAFFIC	07/27/10	1,942.09	MW	OH		
AP00086360	V00229	US POSTMASTER	07/27/10	887.21	MW	OH		
AP00086361	V03657	US POSTMASTER	07/27/10	4,500.00	MW	OH		
AP00086362	V07403	VERIZON CALIFORNIA	07/27/10	364.89	MW	OH		
AP00086363	V06785	VISION SERVICE PLAN (CA)	07/27/10	43.73	MW	OH		
AP00086364	V01119	WARREN DISTRIBUTING INC	07/27/10	1,384.86	MW	OH		Payee Name different in Check DB
AP00086365	V04327	WESTERN EMULSIONS INC	07/27/10	351.24	MW	OH		
AP00086366	V00833	ZEP MANUFACTURING CO	07/27/10	179.24	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
=====							
G R A N D T O T A L S:							
		Total Void Machine Written		0.00		Number of Checks Processed:	0
		Total Void Hand Written		0.00		Number of Checks Processed:	0
		Total Machine Written		67,213.74		Number of Checks Processed:	95
		Total Hand Written		0.00		Number of Checks Processed:	0
		Total Reversals		0.00		Number of Checks Processed:	0
		Total Cancelled Checks		0.00		Number of Checks Processed:	0
		Total EFTs		0.00		Number of EFTs Processed:	0
		G R A N D T O T A L		67,213.74			

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086367	X0005	AGGERS, MICHAEL PAUL	07/28/10	1,416.00	MW	OH		
AP00086368	X3154	ALVAREZ, DANIEL	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086369	V01347	ANDERSON, ALLEN	07/28/10	1,567.44	MW	OH		
AP00086370	X0016	ANDERSON, PATRICIA GRACE	07/28/10	1,416.00	MW	OH		
AP00086371	X2432	BARKER, BEN	07/28/10	2,886.81	MW	OH		Payee Name different in Check DB
AP00086372	X3338	BEAVER, PAUL B	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086373	X2434	BELL, DONALD R	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086374	X2119	BENNINGTON, WILLIAM	07/28/10	102.00	MW	OH		Payee Name different in Check DB
AP00086375	X2435	BERGENER, WALTER	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086376	X2594	BLADES, STEVEN	07/28/10	1,416.00	MW	OH		Payee Name different in Check DB
AP00086377	X2603	BONNELL, EVELYN	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086378	X2436	BOWMAN, CLAUDE	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086379	X3743	BRINEGAR, ROBERT	07/28/10	1,416.00	MW	OH		Payee Name different in Check DB
AP00086380	X05247	BRITZ, IRENE	07/28/10	234.60	MW	OH		
AP00086381	X05260	BROWN, ELAINE	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086382	X2524	BROWN, JULIE C	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086383	X5246	BROWNE, ROBERT	07/28/10	1,567.44	MW	OH		
AP00086384	X3779	BROWNING, BETTY	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086385	X2437	BRUBAKER, JERRY	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086386	X3552	CAGLE, MARY	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086387	X05257	CATANIA, MARY ELLEN	07/28/10	234.60	MW	OH		
AP00086388	X2438	CELLIAN, MARY	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086389	X05253	CLARK, HUBERT	07/28/10	1,416.00	MW	OH		
AP00086390	V03712	CLARK, RONNIE	07/28/10	1,416.00	MW	OH		
AP00086391	X2440	CLEMENS, ROBERT	07/28/10	234.60	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086392	X2050	CLEMENT, LARRY	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086393	X1556	COAKLEY, RAYMOND J	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086394	X5250	CORDER, MARK C	07/28/10	1,650.00	MW	OH		
AP00086395	X3364	DENHIRST, DEL	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086396	X3156	DOWDY, WAYNE	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086397	X5249	DUKE, WILMA	07/28/10	102.00	MW	OH		
AP00086398	X3759	ESCALANTE, RICHARD J.	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086399	X2442	ESTRADA, EDWARD	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086400	X2443	FILES, DALE	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086401	X2529	FISHER, MARGARET	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086402	X2444	FORNES JR, JAMES C	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086403	X05256	FOURZAN, SERGIO	07/28/10	234.60	MW	OH		
AP00086404	V01642	FRANKLIN-VALDEZ, VALERIE	07/28/10	1,416.00	MW	OH		Payee Name different in Check DB
AP00086405	X1100	FRIZE, PAT	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086406	X0006	GALLIVAN, KAREN SU ANN	07/28/10	1,416.00	MW	OH		
AP00086407	V04874	GALLON, JOHN DARREL	07/28/10	1,416.00	MW	OH		
AP00086408	X1320	GATTONE, DONALD	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086409	X2445	GAULDIN, HAROLD A	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086410	X0002	GILMAN, ROBERT ERIC	07/28/10	1,416.00	MW	OH		
AP00086411	X0014	GOETZ, MARCIA DALE	07/28/10	1,416.00	MW	OH		
AP00086412	X05252	GOODMAN, GLEN	07/28/10	93.60	MW	OH		
AP00086413	X2079	GOODWIN, PAUL	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086414	X1235	GRAMMATIKAS, DOLORES	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086415	X2446	GRAVES, KENNETH A	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086416	X2447	GREENER, CHARLES	07/28/10	102.00	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To	Note
AP00086417	X5245	GROSS, RUTH	07/28/10	234.60	MW	OH			Payee Name different in Check DB
AP00086418	X05261	HALSTED, MARILYN	07/28/10	1,416.00	MW	OH			Payee Name different in Check DB
AP00086419	X05258	HANSON, ALLISON	07/28/10	1,416.00	MW	OH			Payee Name different in Check DB
AP00086420	X3493	HARO, DAVID	07/28/10	234.60	MW	OH			Payee Name different in Check DB
AP00086421	X05254	HARRIS, KENNETH	07/28/10	1,416.00	MW	OH			
AP00086422	X2530	HARRISON, JAMES	07/28/10	93.60	MW	OH			Payee Name different in Check DB
AP00086423	X05259	HARVEY, ANDREW J	07/28/10	1,650.00	MW	OH			
AP00086424	X2548	HASEMEYER, CLYDE	07/28/10	102.00	MW	OH			Payee Name different in Check DB
AP00086425	X2449	HOSTETLER, DARREL	07/28/10	234.60	MW	OH			Payee Name different in Check DB
AP00086426	X3892	HOWELL, CLAUDE	07/28/10	331.50	MW	OH			Payee Name different in Check DB
AP00086427	X05255	IVY, RICHARD	07/28/10	1,416.00	MW	OH			
AP00086428	X05108	JACOBS, DANIEL	07/28/10	1,416.00	MW	OH			
AP00086429	X2450	JANES, NORMAN G	07/28/10	234.60	MW	OH			Payee Name different in Check DB
AP00086430	X1256	JENNINGS, ERMONT	07/28/10	234.60	MW	OH			Payee Name different in Check DB
AP00086431	X3804	JOHNSON, CARL	07/28/10	234.60	MW	OH			Payee Name different in Check DB
AP00086432	V06647	JOHNSON, PAUL DAVID	07/28/10	1,416.00	MW	OH			
AP00086433	X2527	JONES, RITA	07/28/10	234.60	MW	OH			Payee Name different in Check DB
AP00086434	X4264	JORDAN, RICHARD	07/28/10	102.00	MW	OH			Payee Name different in Check DB
AP00086435	X2452	KAVANAGH, JOHN	07/28/10	4,526.34	MW	OH			Payee Name different in Check DB
AP00086436	X05517	KEEN, WILLIAM	07/28/10	93.60	MW	OH			
AP00086437	X0008	KEMP, ROBERTA EVE	07/28/10	1,416.00	MW	OH			
AP00086438	V01348	KEOHEN, WILLIAM P.	07/28/10	1,416.00	MW	OH			
AP00086439	X2453	KESSLER, CHARLES W	07/28/10	234.60	MW	OH			Payee Name different in Check DB
AP00086440	X3780	KIMBALL, MARILYN	07/28/10	234.60	MW	OH			Payee Name different in Check DB
AP00086441	X2243	KLINGELBERG, KENTON	07/28/10	234.60	MW	OH			Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086442	X1592	KREBS, ROBERT LEE	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086443	X2454	LAMUNYON, STEVEN	07/28/10	2,340.27	MW	OH		Payee Name different in Check DB
AP00086444	X1737	LANGHAM, MARJORIE A	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086445	X2341	LENTZ, JOHN	07/28/10	102.00	MW	OH		Payee Name different in Check DB
AP00086446	X0007	LEO, RACHEL LOUISE	07/28/10	1,650.00	MW	OH		
AP00086447	X2455	LETOURNEAU, RAYMOND H	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086448	X3340	LOWRY, MICHAEL H	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086449	X2600	MAGAN, PAUL	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086450	X5252	MANGIAPANE, JAMES	07/28/10	1,416.00	MW	OH		
AP00086451	X2028	MANNERS, NANCY	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086452	X05519	MARQUEZ, MICHAEL	07/28/10	102.00	MW	OH		
AP00086453	V02037	MC GUIRE, ANNE	07/28/10	102.00	MW	OH		
AP00086454	V01349	MC KEE, RONALD T.	07/28/10	1,567.44	MW	OH		
AP00086455	X1754	MCAFEE, GENE	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086456	X0004	MESSINEO, JACQUELINE	07/28/10	1,416.00	MW	OH		
AP00086457	V01639	MILES, DAVID L.	07/28/10	1,567.44	MW	OH		Payee Name different in Check DB
AP00086458	X1680	MITCHELL, C JOANNE	07/28/10	102.00	MW	OH		Payee Name different in Check DB
AP00086459	X3327	MITCHELL, HAROLD	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086460	X1909	MURPHY, JAMES	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086461	X2598	MURRAY, DENNIS	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086462	X2456	NEILSON, RALEIGH	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086463	X2597	NELSON, WILLIAM	07/28/10	141.60	MW	OH		Payee Name different in Check DB
AP00086464	X3390	OBLONSKY, JERRY	07/28/10	102.00	MW	OH		Payee Name different in Check DB
AP00086465	X1972	OLIVE, ROBERT J	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086466	X2458	OLSON, ZAN	07/28/10	234.60	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086467	X5247	OSBORN, MICHAEL	07/28/10	1,416.00	MW	OH		
AP00086468	X2459	PARRIS, ERNEST	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086469	X0003	PHILIPS, PAUL JULE	07/28/10	2,250.00	MW	OH		
AP00086470	X0011	PIERSON, SCOTT BRETT	07/28/10	1,650.00	MW	OH		
AP00086471	X0010	POSSNER, ROGER DUDLEY	07/28/10	102.00	MW	OH		
AP00086472	X05248	PURCELL, CHRISTOPHER SCOTT	07/28/10	1,416.00	MW	OH		
AP00086473	X2461	RANKIN, DONALD	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086474	X05520	REDDEN, CHARLES	07/28/10	1,416.00	MW	OH		
AP00086475	X2462	REIGEL, WILLIAM	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086476	X0012	REVIS, CATHY	07/28/10	1,416.00	MW	OH		
AP00086477	X05251	RODRIGUEZ, PHILIP	07/28/10	234.60	MW	OH		
AP00086478	V01224	ROSALES, CHARLES	07/28/10	1,416.00	MW	OH		
AP00086479	X0009	RUMPLER, JOANNE	07/28/10	1,416.00	MW	OH		
AP00086480	V01643	SANTOS, ROGER	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086481	X5251	SCHLEIF, FRANCISCA ISABEL	07/28/10	1,416.00	MW	OH		
AP00086482	X2191	SCHMID, FRANK	07/28/10	1,416.00	MW	OH		Payee Name different in Check DB
AP00086483	X0001	SHAUP, JOY ANN	07/28/10	1,416.00	MW	OH		
AP00086484	X2474	SMITH, DEANNA	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086485	X3188	SMITH, HOWARD	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086486	V05660	SMITH, RICHARD MICHAEL	07/28/10	93.60	MW	OH		
AP00086487	V03604	SOUTHALL, MARY JO	07/28/10	234.60	MW	OH		
AP00086488	X2464	STANFIELD, DEWEY	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086489	V01074	SUTHERLAND, DALE	07/28/10	93.60	MW	OH		
AP00086490	V05781	SWEENEY, PAUL	07/28/10	1,416.00	MW	OH		
AP00086491	V05782	TARIN, LORENA	07/28/10	93.60	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086492	X1234	TESKE, OSCAR	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086493	X2465	THOMAS, DON R	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086494	X2596	THOMPSON, MARGARET A	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086495	X5010	THOMSON, JOHN R	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086496	X0015	TOLENTINO, LEOPOLD AGUILA	07/28/10	102.00	MW	OH		
AP00086497	X3030	TWIST, MARGARET	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086498	V01640	VELEZ, RAUL	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086499	X1600	WALKER, EVELINE V	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086500	X4263	WALTON, MARLA	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086501	X5248	WEISS, MOREY	07/28/10	1,416.00	MW	OH		
AP00086502	X1636	WHORTON, EUGENE	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086503	X2170	WILCOX, MARILYN	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086504	X2466	WINTER, JOAN L	07/28/10	93.60	MW	OH		Payee Name different in Check DB
AP00086505	X1622	WOOTEN, HUBERT	07/28/10	234.60	MW	OH		Payee Name different in Check DB
AP00086506	X2467	WORTHY, WILLIAM	07/28/10	2,886.81	MW	OH		Payee Name different in Check DB
AP00086507	X2031	ZVALO, PEARL	07/28/10	234.60	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
=====							
G R A N D T O T A L S:							
		Total Void Machine Written		0.00		Number of Checks Processed:	0
		Total Void Hand Written		0.00		Number of Checks Processed:	0
		Total Machine Written		91,327.29		Number of Checks Processed:	141
		Total Hand Written		0.00		Number of Checks Processed:	0
		Total Reversals		0.00		Number of Checks Processed:	0
		Total Cancelled Checks		0.00		Number of Checks Processed:	0
		Total EFTs		0.00		Number of EFTs Processed:	0
		G R A N D T O T A L		91,327.29			

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00085842	V07476	JOHN J MOOERS CONSTRUC	07/06/10	21,311.20	RV	TR		Payee Name different in Check DB

GRAND TOTALS:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	21,311.20	Number of Checks Processed:	1
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
GRAND TOTAL	21,311.20		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00081425	V05198	SHORT RUN SWISS INC.	01/12/10	15.00	RV	TR		Reversed
AP00085069	V07439	FELICIANO, VICTOR	05/25/10	64.35	RV	TR		Reversed

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	79.35	Number of Checks Processed:	2
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
G R A N D T O T A L	79.35		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
AP00083673	V07141	VELOSA-REDENIUS, AMAND	03/09/10	8.00	RV	TR	Payee Name different in Check DB
AP00086002	V04292	WEBB, JEWEL M	07/08/10	1,100.00	RV	TR	Reversed

GRAND TOTALS:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	0.00	Number of Checks Processed:	0
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	1,108.00	Number of Checks Processed:	2
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
GRAND TOTAL	1,108.00		

COVINA REDEVELOPMENT AGENCY
AGENDA ITEM COMMENTARY

MEETING DATE: September 21, 2010

ITEM NO.: CC 7

STAFF SOURCE: Dilu De Alwis, Finance Director *DL*

ITEM TITLE: Payment of Demands

STAFF RECOMMENDATION:

Approve Payment of Demands in the amount of **\$234,765.47**

BACKGROUND:

Attached list of warrants, demands, which are being presented for approval, for July 2010 are summarized as follows:

<u>DATE OF DEMANDS</u>	<u>DEMAND NUMBERS</u>	<u>AMOUNT</u>
ACCOUNTS PAYABLE WARRANTS		
July 15, 2010	6010-6014	\$143,085.61
July 15, 2010	6015-6018	\$4,829.65
July 22, 2010	6019-6026	\$5,114.60
July 22, 2010	6027-6037	\$28,089.85
July 29, 2010	6038-6041	\$2,019.68
July 29, 2010	6042-6043	\$5,331.82
July 7, 2010	(Reimburse PR Insurance)	\$3,135.58
July 16, 2010	(Reimburse PR Insurance)	\$7,948.84
July 21, 2010	(Reimburse PR Insurance)	\$6,467.41

PAYROLL

July 8, 2010	\$8,252.97
July 22, 2010	\$20,489.46

VOIDS

GRAND TOTAL: \$234,765.47

EXHIBITS:

A. ACCOUNTS PAYABLE REGISTER

REVIEW TEAM ONLY	
City Attorney: <i>[Signature]</i>	Finance Director: <i>[Signature]</i>
City Manager: <i>[Signature]</i>	Other: _____

FY 09-10

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
RA00006010	CRA00669	COSTAR REALTY INFORMATION INC	07/15/10	277.20	MW	OH	
RA00006011	CRA00128	COVINA, CITY OF	07/15/10	140,515.01	MW	OH	Payee Name different in Check DB
RA00006012	CRA00056	HIMES AND HIMES INC	07/15/10	2,000.00	MW	OH	
RA00006013	CRA00096	POWELL CAMERA SHOP	07/15/10	195.14	MW	OH	
RA00006014	CRA00667	PROFESSIONAL DESIGN ASSOCIATE	07/15/10	98.26	MW	OH	

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	143,085.61	Number of Checks Processed:	5
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
G R A N D T O T A L	143,085.61		

FY 10-11

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
RA00006015	CRA00669	COSTAR REALTY INFORMATION INC	07/15/10	3,696.02	MW	OH		
RA00006016	CRA00027	EDISON CO	07/15/10	21.11	MW	OH		
RA00006017	CRA00394	VISTA POINTE APARTMENTS	07/15/10	726.00	MW	OH		
RA00006018	CRA00642	XO COMMUNICATIONS	07/15/10	386.52	MW	OH		

GRAND TOTALS:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	4,829.65	Number of Checks Processed:	4
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
GRAND TOTAL	4,829.65		

FY
09-10

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
RA00006019	CRA00013	ASSOCIATED COURIER SVC	07/22/10	68.95	MW	OH		
RA00006020	CRA00543	BANK OF THE WEST	07/22/10	310.82	MW	OH		
RA00006021	CRA00549	BEST BEST & KRIEGER LLP	07/22/10	403.03	MW	OH		
RA00006022	CRA00656	CATHOLIC CHARITIES	07/22/10	837.96	MW	OH		
RA00006023	CRA00239	COVINA REDEVELOPMENT AGENCY	07/22/10	114.19	MW	OH		
RA00006024	CRA00137	NETSTAR COMMUNICATIONS	07/22/10	25.00	MW	OH		
RA00006025	CRA00595	REGINA COLLINS	07/22/10	3,300.00	MW	OH		Payee Name different in Check DB
RA00006026	CRA00437	SO CALIF GAS COMPANY	07/22/10	54.65	MW	OH		

GRAND TOTALS:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	5,114.60	Number of Checks Processed:	8
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
GRAND TOTAL	5,114.60		

FY
10-11

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
RA00006027	CRA00545	AL-SAL OIL COMPANY INC	07/22/10	7,333.33	MW	OH	
RA00006028	CRA00035	COVINA DISPOSAL CO	07/22/10	111.79	MW	OH	
RA00006029	CRA00671	DEB'S BOOKKEEPLUS	07/22/10	443.60	MW	OH	
RA00006030	CRA00034	DH MAINTENANCE SERVICES	07/22/10	345.00	MW	OH	
RA00006031	CRA00056	HIMES AND HIMES INC	07/22/10	5,250.00	MW	OH	
RA00006032	CRA00058	ICSC	07/22/10	100.00	MW	OH	
RA00006033	CRA00670	MEDIAPLANET PUBLISHING	07/22/10	1,500.00	MW	OH	
RA00006034	CRA00273	UNITED SITE SERVICES OF CA IN	07/22/10	174.15	MW	OH	Payee Name different in Check DB
RA00006035	CRA00116	US BANK	07/22/10	12,039.79	MW	OH	
RA00006036	CRA00212	VERIZON CALIFORNIA	07/22/10	66.19	MW	OH	
RA00006037	CRA00394	VISTA POINTE APARTMENTS	07/22/10	726.00	MW	OH	

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	28,089.85	Number of Checks Processed:	11
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
G R A N D T O T A L	28,089.85		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
RA00006038	CRA00049	GEOGRAPHICS	07/29/10	162.73	MW	OH	Payee Name different in Check DB
RA00006039	CRA00482	LA COUNTY TAX COLLECTOR	07/29/10	604.70	MW	OH	Payee Name different in Check DB
RA00006040	CRA00667	PROFESSIONAL DESIGN ASSOCIATE	07/29/10	52.25	MW	OH	
RA00006041	CRA00125	YWCA WINGS SHELTER	07/29/10	1,200.00	MW	OH	

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	2,019.68	Number of Checks Processed:	4
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
G R A N D T O T A L	2,019.68		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
RA00006042	CRA00027	EDISON CO	07/29/10	30.82	MW			OH
RA00006043	CRA00070	LEWIS OPERATING CORP	07/29/10	5,301.00	MW			OH

G R A N D T O T A L S:

Total Void Machine Written	0.00	Number of Checks Processed:	0
Total Void Hand Written	0.00	Number of Checks Processed:	0
Total Machine Written	5,331.82	Number of Checks Processed:	2
Total Hand Written	0.00	Number of Checks Processed:	0
Total Reversals	0.00	Number of Checks Processed:	0
Total Cancelled Checks	0.00	Number of Checks Processed:	0
Total EFTs	0.00	Number of EFTs Processed:	0
G R A N D T O T A L	5,331.82		

**CITY OF COVINA
AGENDA ITEM COMMENTARY**

MEETING DATE: September 7, 2010

ITEM NO.: CC 8

STAFF SOURCE: Robert Neiuber, Director of Community Development *PN*

ITEM TITLE: Resolution authorizing the destruction of obsolete Community Development Block Grant records

STAFF/AGENCY RECOMMENDATION

Adopt City **Resolution No. 10-6881** approving the destruction of obsolete records for Fiscal Years 1993-1994 through Fiscal Years 2003-2004 (Community Development Block Grant Division).

FISCAL IMPACT

None.

BACKGROUND

The Community Development Block Grant (CDBG) division recently completed a review of files in storage. All files from July 1, 1993 through June 30, 2004 will be destroyed in accordance with the City of Covina Records Management Program and Los Angeles Community Development Commission CDBG Bulletin 08-0019 "Document Retention Policy".

Exhibit C lists the proposed documents to be destroyed.

EXHIBITS

- A. Resolution No. 10-6881
- B. CDBG Bulletin 08-0019
- C. Detail of documents to be destroyed

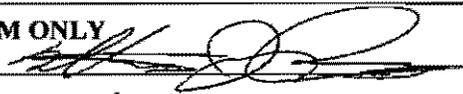
REVIEW TEAM ONLY	
City Attorney: 	Finance Director: 
City Manager: 	Other: _____

EXHIBIT A

RESOLUTION NO. 10-6881

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA,
CALIFORNIA, APPROVING THE DESTRUCTION OF OBSOLETE
RECORDS FOR FISCAL YEAR 1993-1994 THROUGH FISCAL YEAR
2003-2004 (COMMUNITY DEVELOPMENT BLOCK GRANT DIVISION)**

WHEREAS, Section on 34090, et. Seq. of the Government Code of the State of California provides that with the approval of the legislative body and written consent of the City Attorney, the head of a City Department may destroy any City record, document, instrument, book, or paper under department head's charge, without making a copy thereof, if the same is no longer required, provided that said record are exempt from the provision of said Section and

WHEREAS, On June 3rd 2003, The City Council approved a Records Management Program establishing a Records Retention Scheduled and setting forth procedures for the destruction of obsolete records; and

WHEREAS, The Community Development Department has submitted a Notice of Destruction of obsolete records (Exhibit A) listing those records scheduled for destruction and incorporated herein as Exhibit B; and

WHEREAS, The Notice of Destruction, a copy of which is attached here to and incorporated hereto and incorporated herein as Exhibit A has been approved by The City Manager and the City Attorney; and

WHEREAS, The Community Development Department has received a consent letter from the City Attorney, a copy of which is attached hereto and incorporated herein as Exhibit C.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Mayor and City Council of the City of Covina, as follows:

SECTION 1. The City Council does hereby approve the destruction of those certain records described in the Record Retention List for fiscal years 1993-1994 through fiscal year 2003-2004 (Exhibit B) attached to the Authorization to Destroy Obsolete Records (Exhibit A)

SECTION 2. The City Clerk shall certify to the passage and adoption of this Resolution and the Same shall thereupon take effect and is in force.

PASSED, APPROVED AND ADOPTED this 7th day of September, 2010

Peggy Delach, Mayor

ATTEST:

_____, City Clerk

APPROVED AS TO FORM

_____, City Attorney

I, _____ Secretary of the Covina
Redevelopment Agency, hereby CERTIFY that Resolution No. 10-6881 was adopted by
the Covina Redevelopment Agency at a regular meeting of the Agency held September 7,
2010, and was approved and passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

City Clerk

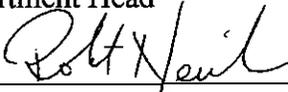
EXHIBIT A

AUTHORIZATION TO DESTROY OBSOLETE RECORDS

The retention period for the records listed below has expired. The records are obsolete and do not affect the title to real property or liens thereon; are not court records, are not, to my knowledge, required to be kept further by statute; are not the minutes, ordinances or resolutions of the legislative body of the City of Covina, and are no longer required by the City. I request authority to destroy these obsolete records pursuant to Section 34090 of the Government Code of California. Certain records where indicated, will be retained until imaged by the City Clerk for permanent record.

Description of Record	Records Center Location	Destroy	New Retention Date
See attached Record Retention for the years 1994 through 2004	City Hall Lower Level	Yes	
All County of Los Angeles Contracts and Exhibit As related to attached Record Retention Listing for the years 1994 through 2004	City Hall Lower Level	No	Destroy after records are imaged by City Clerk.

Department Head


 Robert Neuber, Director of Community Development

8-24-10
 Date

I hereby consent to the destruction of the obsolete records listed:


 Daryl Parrish, City Manager

8/24/10
 Date


 City Attorney

8/24/10
 Date

I hereby certify that the records listed below were destroyed.		
Destruction Date	Resolution No.	Method of Destruction

By: _____
 City Clerk

Date _____

**EXHIBIT B TO RESOLUTION 10-6881
CITY OF COVINA
LISTING OF CDBG PROJECT RECORDS TO BE DESTROYED
FY 1993-1994 THROUGH FY 2003-2004**

Yr	Number	Name	Amount	Project End Date
19	D93151	Community Swimming	\$50,000	6/30/1994
	D93152	Park Access	\$10,000	12/31/1994
	D93153	Adult Literacy	\$19,000	6/30/1994
	D93154	Administration	\$35,465	6/30/1994
	D93155	Senior Info And Referral	\$8,300	6/30/1994
	D93156	Valley Light Industries	\$50,000	12/31/1994
	D93157	East San Gabriel Assist Leauge	\$50,000	6/30/1994
	D93158	Ymca Facility Improvments	\$50,000	12/31/1994
	D93159	Senior Nutrition Program	\$6,500	6/30/1994
	D93160	Childern's Reading	\$18,460	6/30/1994
	D93161	YWCA Wings Facility Improve	\$50,000	4/27/1995
	D93162	Job Resource Center	\$16,800	6/30/1994
	D93163	Teen After School	\$18,460	6/30/1994
	D93961	Library Restroom Renovation	\$10,000	12/31/1994
	D93962	Meals On Wheels	\$5,000	6/30/1994
	20	D94151	Neighborhood Preservation	\$65,000
D94152		Covina Park PicnicArea Renovation	\$25,000	Final 6-30-95
D94153		Adult Literacy Program	\$20,000	6/30/1995
D94154		Planning & Administration	\$38,833	6/30/1995
D94155		Senior Info & Referral	\$18,000	6/30/1995
D94156		Covina Park South Play Area Renovation	\$15,000	12/31/1995
D94158		Infrastructure Improvements(Prospero)	\$250,000	Final 6-30-96
D94159		Senior Nutrition Program	\$6,000	6/30/1995
D94160		Senior Case Management Services	\$10,000	6/30/1995
D94163		Teen After School Program	\$43,000	6/30/1995
21	D95151	Residential Rehab '95	\$172,000	12/31/1996
	D95152	Healthy Start	\$10,000	9/23/1996
	D95153	Adult Literacy	\$20,000	9/9/1996
	D95154	Administration	\$48,465	9/18/1996
	D95155	Senior Information & Referral	\$18,000	9/9/1996
	D95156	Covina Pool Park Renovation	\$55,000	closed 6/30
	D95157	Special Economic Development	\$150,000	closed 12/96
	D95158	Infrastructure Improvements (Alleys)	\$106,000	12/31/1996
	D95159	Senior Nutrition Program	\$6,000	6/30/1996
	D95160	Senior Case Management	\$10,000	8/14/1996
	D95161	Library Entrance	\$17,000	9/23/1997
	D95162	Covina Elementary Playfield	\$21,000	6/30/1997
	D95163	Teen After School	\$56,000	8/14/1996
	D95164	Joslyn Sr Center Parking Lot Repair	\$15,000	6/30/97
	D95165	Covina Park Exercise Trail Renovation	\$15,000	12/31/1996
	D95962	Meals on Wheels	\$3,000	7/11/1996
22	D96151	Neighborhood Preservation Improvements	\$23,000	6/30/1997
	D96152	Healthy Start	\$9,500	6/30/1997
	D96153	Adult Literacy	\$19,000	6/30/1997
	D96154	Administration	\$46,000	6/30/1997
	D96155	Senior Information & Referral	\$17,100	6/30/1997
	D96156	Park Play Area Renovation	\$25,000	12/31/1997
	D96157	Economic Development	\$225,000	6/30/1997
	D96158	Curb Ramps for the Handicapped	\$25,000	6/30/1997

**EXHIBIT B TO RESOLUTION 10-6881
CITY OF COVINA
LISTING OF CDBG PROJECT RECORDS TO BE DESTROYED
FY 1993-1994 THROUGH FY 2003-2004**

	Number	Name	Amount	Project End Date
	D96159	Senior Nutrition	\$6,000	6/30/1997
	D96160	Senior Case Management	\$9,500	6/30/1997
	D96162	Meals on Wheels	\$3,000	6/30/1997
	D96163	Teen After School	\$49,900	6/30/1997
	D96164	Residential Rehabilitation (apts)	\$242,000	12/31/1997
	D96165	Operation Santa Clothes	\$5,000	6/30/1997
	D96961	Pool Building Renovation	\$25,000	6/30/1997
	D96962	Covina Food Bank Truck	\$23,000	6/30/1997
23	D96151.97	Neighborhood Preservation	\$75,000	12/31/1999
	D96152.97	Healthy Start	\$9,500	6/30/1998
	D96153.97	Library Adult Literacy Program	\$18,800	6/30/1998
	D96154.97	CDBG Program Management	\$45,050	6/30/1998
	D96155.97	Senior Information & Referral	\$17,830	6/30/1998
	D97156.97	SGV Coalition For The Homeless	\$5,000	6/30/1998
	D96157.97	Economic Development	\$100,000	6/30/1999
	D97158.97	Covina Blvd Reconstruction	\$75,000	12/31/1998
	D96159.97	Senior Nutrition Program	\$6,000	6/30/1998
	D96160.97	Senior Case Management	\$9,500	6/30/1998
	D97161.97	Infrastructure-Sewers	\$75,000	6/30/2000
	D96162.97	Meals on Wheels	\$3,000	6/30/1998
	D96163.97	Teen After School	\$48,000	6/30/1998
	D96164.97	Residential Rehab	\$92,000	6/30/1998
	D97164.97	Joslyn Parking Lot	\$32,500	12/31/1998
24	D98151.98	Covina Library Access Project	\$14,000	12/31/2000
	D96153.98	Literacy Program	\$7,540	6/30/1999
	D96154.98	Program Administration (10% limit)	\$44,290	6/30/1999
	D96155.98	Senior Information & Referral	\$10,000	6/30/1999
	D98156.98	Covina Park Accessibility Project	\$16,680	6/30/2000
	D96157-98	Economic Development	\$200,000	6/30/2000
	D98158.98	Reconstruction of San Bernardino Road	\$90,000	6/30/1999
	D96159.98	Senior Nutrition Program	\$6,000	6/30/1999
	D96160.98	Senior Case Management Program	\$6,700	6/30/1999
	D96162.98	Meals on Wheels	\$3,000	6/30/1999
	D96163.98	Teen After School Program	\$21,000	6/30/1999
	D98164-98	Senior Housing Creation	\$100,000	6/30/2001
	D98962.98	Covina Food Bank (insurance)	\$2,700	6/30/1999
25	D96152.99	Healthy Start/ASR	\$10,000	6/30/2000
	D96153.99	Literacy Program	\$5,000	6/30/2000
	D96154.99	Program Administration (10% limit)	\$44,545	6/30/2004
	D96155.99	Senior Information & Referral	\$10,000	6/30/2000
	D96157-99	Economic Development 99-00	\$200,000	6/30/2001
	D96159.99	Senior Nutrition Program	\$6,000	6/30/2000
	D96160.99	Senior Case Management Program	\$10,700	6/30/2000
	D96162.99	Meals on Wheels	\$3,000	6/30/2000
	D96163.99	Teen After School Program	\$21,000	6/30/2000
	D96164.99	Residential Rehabilitation Citywide	\$100,000	6/30/2000
	D99151.99	Handyworker Program	\$25,000	6/30/2000
	D99152-99	Assistance League	\$25,000	6/30/2000
	D99153-99	Covina Family Resource Center	\$3,170	6/30/2000
	D99156.99	Puente St. Reconstruction	\$60,000	6/30/2000
	D99158-99	Hollenbeck Avenue Reconstruction	\$90,000	6/30/2000

EXHIBIT B TO RESOLUTION 10-6881

CITY OF COVINA

LISTING OF CDBG PROJECT RECORDS TO BE DESTROYED

FY 1993-1994 THROUGH FY 2003-2004

Number	Name	Amount	Project End Date
	D98962.99 Covina Food Bank (insurance)	\$2,500	6/30/2000
	D99961.99 Multi-Family Housing	\$85,000	6/30/2000
	D99962.99 Operation Santa Clothes	\$5,000	6/30/2000
26	D96152-00 Healthy Start/ASR	\$10,000	6/30/2001
	D96153-00 Adult Literacy Program	\$5,000	6/30/2001
	D96154-00 CDBG Program Management	\$44,315	6/30/2001
	D96155-00 Senior Information & Referral	\$10,000	6/30/2001
	D96157-00 Economic Development	\$190,000	6/30/2002
	D96159-00 Senior Nutrition Program	\$7,200	6/30/2001
	D96160-00 Senior Case Management Program	\$12,000	6/30/2001
	D96162-00 Meals on Wheels	\$4,000	6/30/2001
	D96163-00 Teen After School Program	\$20,000	6/30/2001
	D96164-00 Residential Rehabilitation Citywide	\$100,000	6/30/2001
	D98962-00 Covina Food Bank	\$2,500	6/30/2001
	D99151-00 Handyworker Program	\$25,000	6/30/2001
	D99962-00 Operation Santa Clothes	\$5,000	6/30/2001
	D00156-00 Puente Street Reconstruction	\$70,000	6/30/2002
	D00157-00 Hollenbeck Ave Reconstruction	\$80,000	6/30/2002
	D00158-00 Construction of wheelchair ramps	\$100,000	6/30/2001
	D00159-00 Are You OK?	\$2,000	6/30/2001
	D00162-00 ESGV Coalition for the Homeless	\$2,340	6/30/2001
	D00165-00 Multi-Family Housing Rehabilitation Program	\$85,000	6/30/2001
	D00167-00 Future America	\$730	Canceled
	Young Actors' Workshop	\$730	Canceled
	600417-00 Economic Development 00-01	\$190,000	6/30/2002
27	D96152-01 Healthy Start/ASR	\$10,000	6/30/2002
	D96153-01 Adult Literacy Program	\$10,000	6/30/2002
	D96154-01 CDBG Program Mgmt	\$45,382	6/30/2002
	D96155-01 Senior Information & Referral	\$10,000	6/30/2002
	D96159-01 Senior Nutrition Program	\$11,706	6/30/2002
	D96160-01 Senior Case Management Program	\$12,000	6/30/2002
	D96162-01 Meals on Wheels	\$4,750	6/30/2002
	D96163-01 Teen After School Program	\$25,000	6/30/2002
	D96164-01 Residential Rehabilitation Citywide	\$100,000	6/30/2002
	D98164-01 Senior Housing Creation	\$100,000	6/30/2002
	D98962-01 National Food Foundation	\$5,000	6/30/2002
	D99151-01 Handyworker Program	\$20,000	6/30/2002
	D99152-01 Assistance League	\$3,000	6/30/2002
	D99962-01 Operation Santa Clothes	\$5,000	6/30/2002
	D00158-01 Construction of wheelchair ramps	\$100,000	6/30/2003
	D00162-01 East SGV Coalition for the Homeless	\$5,000	6/30/2002
	D00165-01 Multi-Family Housing Rehabilitation Program	\$67,500	6/30/2002
	600102-01 Options/Covina Family Resource Ctr	\$10,000	6/30/2002
	600109-01 Code Enforcement	\$18,000	6/30/2002
	600399-01 Economic Development 01-02	\$255,250	6/30/2002
28	D96152-02 Healthy Start/ASR	\$10,000	6/30/2003
	D96153-02 Adult Literacy Program	\$20,050	6/30/2003
	D96154-02 CDBG Program Administration	\$46,490	6/30/2003
	D96155-02 Senior Information & Referral	\$10,620	6/30/2003
	D96159-02 Senior Nutrition Program	\$11,710	6/30/2003
	D96160-02 Senior Case Management Prog	\$12,000	6/30/2003
	D96162-02 Red Cross Meals on Wheels	\$3,000	6/30/2003

**EXHIBIT B TO RESOLUTION 10-6881
CITY OF COVINA
LISTING OF CDBG PROJECT RECORDS TO BE DESTROYED
FY 1993-1994 THROUGH FY 2003-2004**

Number	Name	Amount	Project End Date
D96163-02	Teen After School Program	\$25,000	6/30/2003
D96164-02	Residential Rehabilitation Citywide	\$100,000	6/30/2003
D98962-02	NFF/Covina Food Bank	\$3,080	6/30/2003
D-99151-02	Handyworker Program	\$25,000	6/30/2003
D99962-02	Operation Santa Clothes	\$2,000	6/30/2003
D00159-02	R You OK?	\$2,000	Canceled
D00162-02	East SGV Coalition for Homeless	\$5,000	6/30/2003
D00165-02	Multi-Family Housing Rehabilitation Program	\$65,000	6/30/2003
600109-02	Code Enforcement	\$18,000	6/30/2003
600289-02	Microenterprise Assistance	\$40,000	6/30/2003
600290-02	Covina ADA Improvements	\$76,525	6/30/2005
600292-02	Project Sister	\$770	6/30/2003
600402-02	Economic Development 02-03	\$200,000	6/30/2003
600410-02	The Family Center Rehabilitation Program	\$10,000	6/30/2003
600413-02	West Covina Community Svcs Ctr	\$7,000	6/30/2003
600414-02	YWCA Intervale	\$2,000	6/30/2003
600442-02	Construction of wheelchair ramps02-03	\$75,000	6/30/2004
600506-02	Sidewalk Improvement	\$100,000	6/30/2004
600548-02	Street Tree Program 02-03	\$65,000	6/30/2005
29 D96152-03	Healthy Start/ASR	\$10,000	6/30/2004
D96153-03	Adult Literacy Program	\$20,000	6/30/2004
D96154-03	Program Administration	\$46,490	6/30/2004
D96155-03	Senior Information & Referral	\$10,000	6/30/2004
D96159-03	Senior Nutrition Program	\$11,000	6/30/2004
D96160-03	Senior Case Management Prog	\$12,000	6/30/2004
D96162-03	Red Cross Meals on Wheels	\$5,000	6/30/2004
D96163-03	Teen After School Program	\$23,230	6/30/2004
D99151-03	Handyworker Program	\$20,000	6/30/2004
D99152-03	Assistance League	\$5,000	6/30/2004
D99962-03	Operation Santa Clothes	\$1,000	6/30/2004
D00158-03	Construction of wheelchair ramps	\$50,000	6/30/2004
D00159-03	Are You OK?	\$2,000	6/30/2004
600109-03	Code Enforcement	\$10,000	6/30/2004
D00162-03	East SGV Coalition for Homeless	\$6,000	6/30/2004
D00164-03	Residential Rehabilitation Citywide	\$100,000	6/30/2004
600527-03	Community Food Bank of West Covina	\$2,000	6/30/2004
600289-03	Microenterprise Assistance	\$22,300	6/30/2004
600292-03	Project Sister	\$1,000	6/30/2004
600402-03	Economic Delevopment	\$63,008	6/30/2004
600413-03	West Covina Community Svcs Ctr	\$6,000	6/30/2004
600414-03	Intervale Housekeeping Program	\$2,000	6/30/2004



LOS ANGELES COUNTY

CDBG BULLETIN

COMMUNITY DEVELOPMENT COMMISSION • 2 Coral Circle • Monterey Park, California 91755

NUMBER: **08-0019**SUBJECT: **DOCUMENT RETENTION POLICY**DATE: **JUNE 19, 2008**EFFECTIVE DATE: **IMMEDIATELY**PAGE **1** OF **2**

**TO: COUNTY DEPARTMENTS
PARTICIPATING CITIES
COMMUNITY-BASED ORGANIZATIONS
OTHER PUBLIC AGENCIES**

The purpose of this bulletin is to clarify to all partner agencies the current requirements for retaining records relative to Community Development Block Grant (CDBG) funded activities.

Although the CDBG Regulations have a less stringent timeframe for the retention of records for CDBG activities, it is the policy of the CDBG Division to abide by the time retention requirements found in the Los Angeles County *Auditor-Controller Contract Accounting and Administration Handbook*. These requirements state that, "All accounting records, financial records and supporting documentation must be retained for a minimum of **five (5) years after the termination of the Contractor's agreement**," therefore, records shall be maintained for the term of a contract and retained for five (5) years thereafter, for a total of six (6) years.

We recognize that many organizations maintain electronic files as opposed to hard copy files. This practice is acceptable to the Community Development Commission of the County of Los Angeles, however, our policy of retaining records for a minimum of five (5) years after the termination of the contract still applies. In this example, electronic files shall be maintained just like hard copy files. You do not need to maintain both electronic and hard copy files.

If your organization has a records retention policy that is more stringent than ours, then you should abide by your organization's records retention policy. We also need to advise you that if there are audits, claims, litigation, or other actions that involve the records applicable to a contract, then the records should be retained until all issues are resolved, or the expiration of the six-year period, whichever occurs last.



Participating Agencies
June 19, 2008
Page 2

Exceptions to this document retention policy are slum/blight activities and environmental clearances. Slum/blight activities must maintain records to substantiate the designation of an area as slum or blighted, which is required to be re-determined as a slum or blighted area every ten (10) years for continued qualification. Environmental records shall be maintained as long as it is legally necessary and per the requirements of Federal and State environmental laws and regulations. If you have any questions, please contact your Program Manager.

Sincerely,


TERRY GONZALEZ, Director
Community Development Block Grant Division

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**EXHIBIT C
CITY OF COVINA
LISTING OF CDBG PROJECT RECORDS TO BE DESTROYED
FY 1993-1994 THROUGH FY 2003-2004**

Yr	Number	Name	Amount	Project End Date	
19	D93151	Community Swimming	\$50,000	6/30/1994	
	D93152	Park Access	\$10,000	12/31/1994	
	D93153	Adult Literacy	\$19,000	6/30/1994	
	D93154	Administration	\$35,465	6/30/1994	
	D93155	Senior Info And Referral	\$8,300	6/30/1994	
	D93156	Valley Light Industries	\$50,000	12/31/1994	
	D93157	East San Gabriel Assist Leauge	\$50,000	6/30/1994	
	D93158	Ymca Facility Improvments	\$50,000	12/31/1994	
	D93159	Senior Nutrition Program	\$6,500	6/30/1994	
	D93160	Childern's Reading	\$18,460	6/30/1994	
	D93161	YWCA Wings Facility Improve	\$50,000	4/27/1995	
	D93162	Job Resource Center	\$16,800	6/30/1994	
	D93163	Teen After School	\$18,460	6/30/1994	
	D93961	Library Restroom Renovation	\$10,000	12/31/1994	
	D93962	Meals On Wheels	\$5,000	6/30/1994	
20	D94151	Neighborhood Preservation	\$65,000	9/23/1996	
	D94152	Covina Park PicnicArea Renovation	\$25,000	Final 6-30-95	
	D94153	Adult Literacy Program	\$20,000	6/30/1995	
	D94154	Planning & Administration	\$38,833	6/30/1995	
	D94155	Senior Info & Referral	\$18,000	6/30/1995	
	D94156	Covina Park South Play Area Renovation	\$15,000	12/31/1995	
	D94158	Infrastructure Improvements(Prospero)	\$250,000	Final 6-30-96	
	D94159	Senior Nutrition Program	\$6,000	6/30/1995	
	D94160	Senior Case Management Services	\$10,000	6/30/1995	
	D94163	Teen After School Program	\$43,000	6/30/1995	
	21	D95151	Residential Rehab '95	\$172,000	12/31/1996
D95152		Healthy Start	\$10,000	9/23/1996	
D95153		Adult Literacy	\$20,000	9/9/1996	
D95154		Administration	\$48,465	9/18/1996	
D95155		Senior Information & Referral	\$18,000	9/9/1996	
D95156		Covina Pool Park Renovation	\$55,000	closed 6/30	
D95157		Special Economic Development	\$150,000	closed 12/96	
D95158		Infrastructure Improvements (Alleys)	\$106,000	12/31/1996	
D95159		Senior Nutrition Program	\$6,000	6/30/1996	
D95160		Senior Case Management	\$10,000	8/14/1996	
D95161		Library Entrance	\$17,000	9/23/1997	
D95162		Covina Elementary Playfield	\$21,000	6/30/1997	
D95163		Teen After School	\$56,000	8/14/1996	
D95164		Joslyn Sr Center Parking Lot Repair	\$15,000	6/30/97	
D95165		Covina Park Exercise Trail Renovation	\$15,000	12/31/1996	
D95962		Meals on Wheels	\$3,000	7/11/1996	
22		D96151	Neighborhood Preservation Improvements	\$23,000	6/30/1997
		D96152	Healthy Start	\$9,500	6/30/1997
	D96153	Adult Literacy	\$19,000	6/30/1997	
	D96154	Administration	\$46,000	6/30/1997	
	D96155	Senior Information & Referral	\$17,100	6/30/1997	
	D96156	Park Play Area Renovation	\$25,000	12/31/1997	
	D96157	Economic Development	\$225,000	6/30/1997	
	D96158	Curb Ramps for the Handicapped	\$25,000	6/30/1997	

**EXHIBIT C
CITY OF COVINA
LISTING OF CDBG PROJECT RECORDS TO BE DESTROYED
FY 1993-1994 THROUGH FY 2003-2004**

	Number	Name	Amount	Project End Date
	D96159	Senior Nutrition	\$6,000	6/30/1997
	D96160	Senior Case Management	\$9,500	6/30/1997
	D96162	Meals on Wheels	\$3,000	6/30/1997
	D96163	Teen After School	\$49,900	6/30/1997
	D96164	Residential Rehabilitation (apts)	\$242,000	12/31/1997
	D96165	Operation Santa Clothes	\$5,000	6/30/1997
	D96961	Pool Building Renovation	\$25,000	6/30/1997
	D96962	Covina Food Bank Truck	\$23,000	6/30/1997
23	D96151.97	Neighborhood Preservation	\$75,000	12/31/1999
	D96152.97	Healthy Start	\$9,500	6/30/1998
	D96153.97	Library Adult Literacy Program	\$18,800	6/30/1998
	D96154.97	CDBG Program Management	\$45,050	6/30/1998
	D96155.97	Senior Information & Referral	\$17,830	6/30/1998
	D97156.97	SGV Coalition For The Homeless	\$5,000	6/30/1998
	D96157.97	Economic Development	\$100,000	6/30/1999
	D97158.97	Covina Blvd Reconstruction	\$75,000	12/31/1998
	D96159.97	Senior Nutrition Program	\$6,000	6/30/1998
	D96160.97	Senior Case Management	\$9,500	6/30/1998
	D97161.97	Infrastructure-Sewers	\$75,000	6/30/2000
	D96162.97	Meals on Wheels	\$3,000	6/30/1998
	D96163.97	Teen After School	\$48,000	6/30/1998
	D96164.97	Residential Rehab	\$92,000	6/30/1998
	D97164.97	Joslyn Parking Lot	\$32,500	12/31/1998
24	D98151.98	Covina Library Access Project	\$14,000	12/31/2000
	D96153.98	Literacy Program	\$7,540	6/30/1999
	D96154.98	Program Administration (10% limit) \$44,290	\$44,290	6/30/1999
	D96155.98	Senior Information & Referral	\$10,000	6/30/1999
	D98156.98	Covina Park Accessibility Project	\$16,680	6/30/2000
	D96157-98	Economic Development	\$200,000	6/30/2000
	D98158.98	Reconstruction of San Bernardino Road	\$90,000	6/30/1999
	D96159.98	Senior Nutrition Program	\$6,000	6/30/1999
	D96160.98	Senior Case Management Program	\$6,700	6/30/1999
	D96162.98	Meals on Wheels	\$3,000	6/30/1999
	D96163.98	Teen After School Program	\$21,000	6/30/1999
	D98164-98	Senior Housing Creation	\$100,000	6/30/2001
	D98962.98	Covina Food Bank (insurance)	\$2,700	6/30/1999
25	D96152.99	Healthy Start/ASR	\$10,000	6/30/2000
	D96153.99	Literacy Program	\$5,000	6/30/2000
	D96154.99	Program Administration (10% limit) \$44,290	\$44,545	6/30/2004
	D96155.99	Senior Information & Referral	\$10,000	6/30/2000
	D96157-99	Economic Development 99-00	\$200,000	6/30/2001
	D96159.99	Senior Nutrition Program	\$6,000	6/30/2000
	D96160.99	Senior Case Management Program	\$10,700	6/30/2000
	D96162.99	Meals on Wheels	\$3,000	6/30/2000
	D96163.99	Teen After School Program	\$21,000	6/30/2000
	D96164.99	Residential Rehabilitation Citywide	\$100,000	6/30/2000
	D99151.99	Handyworker Program	\$25,000	6/30/2000
	D99152-99	Assistance League	\$25,000	6/30/2000
	D99153-99	Covina Family Resource Center	\$3,170	6/30/2000
	D99156.99	Puente St. Reconstruction	\$60,000	6/30/2000
	D99158-99	Hollenbeck Avenue Reconstruction	\$90,000	6/30/2000

**EXHIBIT C
CITY OF COVINA
LISTING OF CDBG PROJECT RECORDS TO BE DESTROYED
FY 1993-1994 THROUGH FY 2003-2004**

	Number	Name	Amount	Project End Date
	D98962.99	Covina Food Bank (insurance)	\$2,500	6/30/2000
	D99961.99	Multi-Family Housing	\$85,000	6/30/2000
	D99962.99	Operation Santa Clothes	\$5,000	6/30/2000
26	D96152-00	Healthy Start/ASR	\$10,000	6/30/2001
	D96153-00	Adult Literacy Program	\$5,000	6/30/2001
	D96154-00	CDBG Program Management	\$44,315	6/30/2001
	D96155-00	Senior Information & Referral	\$10,000	6/30/2001
	D96157-00	Economic Development	\$190,000	6/30/2002
	D96159-00	Senior Nutrition Program	\$7,200	6/30/2001
	D96160-00	Senior Case Management Program	\$12,000	6/30/2001
	D96162-00	Meals on Wheels	\$4,000	6/30/2001
	D96163-00	Teen After School Program	\$20,000	6/30/2001
	D96164-00	Residential Rehabilitation Citywide	\$100,000	6/30/2001
	D98962-00	Covina Food Bank	\$2,500	6/30/2001
	D99151-00	Handyworker Program	\$25,000	6/30/2001
	D99962-00	Operation Santa Clothes	\$5,000	6/30/2001
	D00156-00	Puente Street Reconstruction	\$70,000	6/30/2002
	D00157-00	Hollenbeck Ave Reconstruction	\$80,000	6/30/2002
	D00158-00	Construction of wheelchair ramps	\$100,000	6/30/2001
	D00159-00	Are You OK?	\$2,000	6/30/2001
	D00162-00	ESGV Coalition for the Homeless	\$2,340	6/30/2001
	D00165-00	Multi-Family Housing Rehabilitation Program	\$85,000	6/30/2001
	D00167-00	Future America	\$730	Canceled
		Young Actors' Workshop	\$730	Canceled
	600417-00	Economic Development 00-01	\$190,000	6/30/2002
27	D96152-01	Healthy Start/ASR	\$10,000	6/30/2002
	D96153-01	Adult Literacy Program	\$10,000	6/30/2002
	D96154-01	CDBG Program Mgmt	\$45,382	6/30/2002
	D96155-01	Senior Information & Referral	\$10,000	6/30/2002
	D96159-01	Senior Nutrition Program	\$11,706	6/30/2002
	D96160-01	Senior Case Management Program	\$12,000	6/30/2002
	D96162-01	Meals on Wheels	\$4,750	6/30/2002
	D96163-01	Teen After School Program	\$25,000	6/30/2002
	D96164-01	Residential Rehabilitation Citywide	\$100,000	6/30/2002
	D98164-01	Senior Housing Creation	\$100,000	6/30/2002
	D98962-01	National Food Foundation	\$5,000	6/30/2002
	D99151-01	Handyworker Program	\$20,000	6/30/2002
	D99152-01	Assistance League	\$3,000	6/30/2002
	D99962-01	Operation Santa Clothes	\$5,000	6/30/2002
	D00158-01	Construction of wheelchair ramps	\$100,000	6/30/2003
	D00162-01	East SGV Coalition for the Homeless	\$5,000	6/30/2002
	D00165-01	Multi-Family Housing Rehabilitation Program	\$67,500	6/30/2002
	600102-01	Options/Covina Family Resource Ctr	\$10,000	6/30/2002
	600109-01	Code Enforcement	\$18,000	6/30/2002
	600399-01	Economic Development 01-02	\$255,250	6/30/2002
28	D96152-02	Healthy Start/ASR	\$10,000	6/30/2003
	D96153-02	Adult Literacy Program	\$20,050	6/30/2003
	D96154-02	CDBG Program Administration	\$46,490	6/30/2003
	D96155-02	Senior Information & Referral	\$10,620	6/30/2003
	D96159-02	Senior Nutrition Program	\$11,710	6/30/2003
	D96160-02	Senior Case Management Prog	\$12,000	6/30/2003
	D96162-02	Red Cross Meals on Wheels	\$3,000	6/30/2003

**EXHIBIT C
CITY OF COVINA
LISTING OF CDBG PROJECT RECORDS TO BE DESTROYED**

Number	Name	FY 1993-1994 THROUGH FY 2003-2004 Amount	Project End Date
D96163-02	Teen After School Program	\$25,000	6/30/2003
D96164-02	Residential Rehabilitation Citywide	\$100,000	6/30/2003
D98962-02	NFF/Covina Food Bank	\$3,080	6/30/2003
D-99151-02	Handyworker Program	\$25,000	6/30/2003
D99962-02	Operation Santa Clothes	\$2,000	6/30/2003
D00159-02	R You OK?	\$2,000	Canceled
D00162-02	East SGV Coalition for Homeless	\$5,000	6/30/2003
D00165-02	Multi-Family Housing Rehabilitation Program	\$65,000	6/30/2003
600109-02	Code Enforcement	\$18,000	6/30/2003
600289-02	Microenterprise Assistance	\$40,000	6/30/2003
600290-02	Covina ADA Improvements	\$76,525	6/30/2005
600292-02	Project Sister	\$770	6/30/2003
600402-02	Economic Development 02-03	\$200,000	6/30/2003
600410-02	The Family Center Rehabilitation Program	\$10,000	6/30/2003
600413-02	West Covina Community Svcs Ctr	\$7,000	6/30/2003
600414-02	YWCA Intervale	\$2,000	6/30/2003
600442-02	Construction of wheelchair ramps02-03	\$75,000	6/30/2004
600506-02	Sidewalk Improvement	\$100,000	6/30/2004
600548-02	Street Tree Program 02-03	\$65,000	6/30/2005
29 D96152-03	Healthy Start/ASR	\$10,000	6/30/2004
D96153-03	Adult Literacy Program	\$20,000	6/30/2004
D96154-03	Program Administration	\$46,490	6/30/2004
D96155-03	Senior Information & Referral	\$10,000	6/30/2004
D96159-03	Senior Nutrition Program	\$11,000	6/30/2004
D96160-03	Senior Case Management Prog	\$12,000	6/30/2004
D96162-03	Red Cross Meals on Wheels	\$5,000	6/30/2004
D96163-03	Teen After School Program	\$23,230	6/30/2004
D99151-03	Handyworker Program	\$20,000	6/30/2004
D99152-03	Assistance League	\$5,000	6/30/2004
D99962-03	Operation Santa Clothes	\$1,000	6/30/2004
D00158-03	Construction of wheelchair ramps	\$50,000	6/30/2004
D00159-03	Are You OK?	\$2,000	6/30/2004
600109-03	Code Enforcement	\$10,000	6/30/2004
D00162-03	East SGV Coalition for Homeless	\$6,000	6/30/2004
D00164-03	Residential Rehabilitation Citywide	\$100,000	6/30/2004
600527-03	Community Food Bank of West Covina	\$2,000	6/30/2004
600289-03	Microenterprise Assistance	\$22,300	6/30/2004
600292-03	Project Sister	\$1,000	6/30/2004
600402-03	Economic Delevopment	\$63,008	6/30/2004
600413-03	West Covina Community Svcs Ctr	\$6,000	6/30/2004
600414-03	Intervale Housekeeping Program	\$2,000	6/30/2004

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: September 7, 2010

ITEM NO. CC 9

STAFF SOURCE: Daryl Parrish, City Manger
Robert Neiuber, Community Development Director

ITEM TITLE: Resolution of the City Council of the City of Covina, California, approving the application for grants funds for the Sustainable Communities Planning Grant and Incentives Program under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84)

STAFF RECOMMENDATION

Approve **Resolution No. 10-6877** of the City Council of the City of Covina, California, approving the application for grants funds for the Sustainable Communities Planning Grant and Incentives Program under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84).

FISCAL IMPACT

If approved, the grant will provide approximately \$300,000 in funding for a General Plan update focused on building a sustainable community. There was an initial General Fund outlay of \$3,100.00 to have a consultant prepare the application. This amount will come out of the current Planning Department budget. This grant application does not require a match and selection criteria does not reward or favor proposals which include a match. There will be about \$66,000 dollars worth of staff time invested into the completion of the General Plan update should the grant be approved.

BACKGROUND

The State of California, through the Strategic Growth Council, is requesting proposals for the Sustainable Communities Planning Grant Program. Grants for up to \$1 Million Dollars can be funded under this solicitation. The primary goal of the grant program is to develop and implement plans that reduce green house gas emissions, improve air and water quality, promote public health, protect natural resources, and promote infill and compact development. This grant program, funded by Proposition 84, implements the vision of the Governor and the State Legislature to foster the development of sustainable communities throughout California and to assist local governments in the preparation and adoption of land use plans and integrating strategies in order to transform communities and create long term prosperity. As defined in the program, "Sustainable communities shall promote equity, strengthen the economy, protect the environment and promote healthy, safe communities."

The City's proposed focused General Plan Update conforms to the program's *Focus Area*

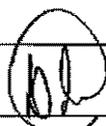
#1 calling for the utilization of the grant funds to support local sustainable planning efforts for California cities and counties. The intent of Focus Area #1 is to support the development and implementation of effective and/or innovative local plans that support the state's AB 32 GHG emission reduction targets and implement SB 375, while creating sustainable communities. Eligible proposals for these funds that will achieve the program's intent include specific plans, infill plans, targeted general plans, and zoning ordinances. The proposed Covina General Plan Update intends to achieve the following program objectives:

- Improve air quality;
- Promote public health;
- Promote equity;
- Increase housing affordability;
- Increase infill and compact development;
- Revitalize urban and community centers;
- Protect natural resources and agricultural lands;
- Reduce automobile usage and fuel consumption;
- Improve infrastructure systems;
- Promote water conservation;
- Promote energy efficiency and conservation; and,
- Strengthen the economy.

In addition to promoting specific types of land use and development, the General Plan would establish strategies to promote greenhouse gas reduction, infill development, enhance public transit, and identify other implementation programs that will facilitate city-wide resource management.

EXHIBITS

A Resolution 10-6877

REVIEW TEAM ONLY	
City Attorney: 	Finance Director: 
City Manager: 	Other: _____

RESOLUTION NO. 10-6877

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, APPROVING THE APPLICATION FOR GRANTS FUNDS FOR THE SUSTAINABLE COMMUNITIES PLANNING GRANT AND INCENTIVES PROGRAM UNDER THE SAFE DRINKING WATER, WATER QUALITY AND SUPPLY, FLOOD CONTROL, RIVER AND COASTAL PROTECTION BOND ACT OF 2006 (PROPOSITION 84).

WHEREAS, the Legislature and Governor of the State of California have provided funds for the program shown above; and

WHEREAS, the Strategic Growth Council has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

WHEREAS, said procedure established by the Strategic Growth Council require a resolution certifying the approval of the application by the Applicants governing board before submission of said application to the State; and

WHEREAS, the applicant, if selected, will enter into an agreement with the State of California to carry out the development of the proposal.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COVINA AS FOLLOWS:

SECTION 1. Approves the filing of an application for the *Sustainable Communities Planning Grant and Incentives Program* to assist in the financing of the City of Covina General Plan Update in order to become a sustainable community;

SECTION 2. Certifies that applicant understands the assurances and certification in the application, and

SECTION 3. Certifies that the applicant or title holder will have sufficient funds to develop the Proposal or will secure resources to do so, and

SECTION 4. Certifies that the Proposal will comply with any applicable laws and regulations.

SECTION 5. Appoints the City Manager, or his designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications,

agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project.

SECTION 6. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2010.

Mayor, Peggy Delach

ATTEST:

City Clerk, Toni Taber

Approved as to form:

City Attorney

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: September 7, 2010

ITEM NO.: CC 10

STAFF SOURCE: Steve Henley, Public Works Director
Alex Gonzalez, Senior Management Analyst



ITEM TITLE: Consider a Position of "Oppose Unless Proven to be Non-Detrimental to the Residents and Businesses of the City of Covina" on the California High Speed Rail Authority Alignment, Los Angeles to San Diego

STAFF RECOMMENDATION

Adopt **Resolution No. 10-6878**, opposing unless proven to be non-detrimental to the residents and businesses of the city of Covina on the California High Speed Rail Authority Alignment, Los Angeles to San Diego.

FISCAL IMPACT

None.

BACKGROUND

The California High Speed Rail Authority (CHSRA) is proposing a High Speed Train (HST) project between San Francisco and San Diego. One segment of this project, the Phase Two segment between Los Angeles and San Diego, is proposed to travel through the San Gabriel Valley to the Inland Empire before turning south to San Diego. It should be noted that this segment of the project is in an early planning stage and is not funded for construction at this point. The Los Angeles to San Diego segment has received funding for planning. Even under the most optimistic funding scenarios it is not expected that any construction activities related to the HST project would affect the area for fifteen to twenty years. The CHSRA is moving forward to complete an alternatives analysis and a subsequent Environmental Impact Report in the next four years to compete for Federal funding and private capital investment, should these funds become available in the future.

Four alternatives through the San Gabriel Valley are being considered in the eastern San Gabriel Valley, two of these possible alternatives would impact the City of Covina. The two alternatives being considered that could possibly affect the City include:

1. Interstate 10 between Interstate 605 and Pomona. This alternative would either be included within the Interstate 10 right of way or be proximate to Interstate 10 either north or south of the highway. This alignment proposes the possible construction of a HST station at either the Westfield property in West Covina or a Pomona HST station located in the Covina Hills that could affect Via Verde Street and tunnel under San Dimas to avoid the San Jose fault zone. The

HST right of way would need to tunnel under the Covina Hills since the HST would not be able to navigate the Interstate 10 Kellogg Hill incline.

2. The Metrolink San Bernardino Line right of way between Interstate 605 and Pomona with a possible HST station in downtown Pomona. This proposed alignment would have the greatest possible effect on the City of Covina, as the right of way would either need to be expanded for a surface alternative, a subterranean trench would be created to span the length of the City or an elevated structure would be constructed that spanned the length of the City.

The CHSRA has not met with the City of Covina to discuss the project or provided details on the following items to cities in the San Gabriel Valley:

- which design option (surface, sub-surface, or elevated) is preferred for each alternative and the height and width of elevated structures needed to clear obstructions,
- which specific properties would be affected by the project,
- environmental challenges related to sensitive ecological areas and hazardous waste sites along the possible alignments,
- mitigation measures in commercial and residential neighborhoods along the proposed routes, and
- mitigation measures for community facilities (i.e. schools, parks, utility facilities, and parking facilities) adjacent to the proposed routes.

They have contacted us, however, and we are in the process of scheduling a meeting within the next few weeks.

The San Gabriel Valley Council of Governments (SGVCOG) maintains a position to "support in concept" the HST project, but has also adopted a position to oppose any alignment of the HST project that does not minimize the impact on commercial and residential properties in the San Gabriel Valley. The SGVCOG has also requested that the CHSRA study all possible alternatives in order to preserve adjacent neighborhoods and businesses. In addition, the SGVCOG has requested the following:

- that the CHSRA coordinate a series of community meetings in each of the Interstate 10 corridor communities in the Fall of 2010,
- that since additional public outreach is necessary, any decisions regarding the narrowing of route alternatives on the Los Angeles to San Diego segment be delayed until February 2011.

The SGVCOG is examining the possibility of entering into a Memorandum of Understanding to promote full communication with the CHSRA so that the CHSRA understands the unique characteristics of each affected San Gabriel Valley community. The SGVCOG is also forming a working group which will be tasked with improving communication and transparency with the CHSRA as the project develops.

It is staff's recommendation that the Covina City Council take a position of opposing this project until such time as CHSRA is able to substantively prove that the project's

proposed alignment and operation will not be detrimental to the residents and businesses of the city of Covina as an outright stance of opposition before the details of the project are developed may lead the City to be excluded from critical discussions or vital information as the project develops.

EXHIBITS

A. Resolution No. 10-6878

REVIEW TEAM ONLY	
City Attorney: 	Finance Director: 
City Manager: 	Other: _____

RESOLUTION NO. 10-6878

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA DECLARING ITS QUALIFIED OPPOSITION OF THE CALIFORNIA HIGH SPEED RAIL AUTHORITY ALIGNMENT, LOS ANGELES TO SAN DIEGO.

WHEREAS, the City of Covina is concerned regarding potential negative impacts to the community and the environment by the proposed California High Speed Rail Authority project; and

WHEREAS, the California High Speed Rail Authority has not introduced the impacts of the proposed project to the residents of the City of Covina; and

WHEREAS, detailed information on the proposed alignments in the San Gabriel Valley, including design options for those alignments and mitigation measures for the proposed alignments, have not been produced for public review by the California High Speed Rail Authority; and

WHEREAS, the California High Speed Rail Authority has not briefed the City of Covina on the specific commercial and residential property impacts of the project; and

WHEREAS, the construction of the California High Speed Rail Authority project has the possibility of negatively affecting the quality of life for thousands of City of Covina residents and business owners.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Covina, as follows:

- Section 1. That the City of Covina, while recognizing its regional and national significance, opposes the construction of the California High Speed Rail Authority project until such time as the California High Speed Rail Authority is able to substantively document to the City that its proposed alignment and operation will not be detrimental to the residents and businesses of the city of Covina; and
- Section 2. That the City of Covina urges the California High Speed Rail Authority to: investigate alternatives that minimize negative impacts on residential and commercial property, provide open and transparent communication to all that may be affected by the project, and respect the unique qualities of the communities of the San Gabriel Valley; and
- Section 4. That the City Clerk shall certify to the adoption of this Resolution and forward a copy to the federal, state, and county elected representatives serving Covina, Los Angeles County Metropolitan Transportation Authority, the Southern California Association of Governments, and the California High Speed Rail Authority.
- Section 5. That this resolution shall become effective immediately upon passage and adoption.

APPROVED AND ADOPTED THIS ____TH DAY OF SEPTEMBER, 2010.

ATTEST:

Mayor

City Clerk

City Attorney

COVINA REDEVELOPMENT AGENCY

AGENDA ITEM COMMENTARY

MEETING DATE: September 7, 2010

ITEM NO.: CC 11

STAFF SOURCE: Robert Neiuber, Deputy Executive Director ^{RN}
Elizabeth Hull, Agency Counsel
Lisa Brancheau, Redevelopment Manager

ITEM TITLE: Approve Resolution No. 10-637 authorizing the transfer of Land Proceed Funds for relocation settlements, approve the Relocation Settlement Agreement with Kaos Records, Ray DeVries and Authorize Executive Director to Approve Relocation Settlement Agreements and payments up to Fifty Thousand Dollars per tenant for Olson Citrus Walk Project

AGENCY RECOMMENDATION:

Approve **Resolution No. 10-637** of the Covina Redevelopment Agency approving the transfer of Land Proceeds Funds for relocation settlements for the Citrus Walk Project, approve the Relocation settlement agreement with Kaos Records, owner, Ray DeVries, and authorize Executive Director to approve Relocation Settlement Agreements and payments up to Fifty Thousand Dollars per tenant for Olson Citrus Walk Project.

FISCAL IMPACT

There is no General Fund Impact. \$700,000 is available in the Land Proceeds Fund, Fund Balance Account No. 5031-0000-00-33000, and eligible for appropriation into Relocation account No. 5031-4450-00-53710 for the relocation of all affected tenants. Of this amount, \$27,000 will be made available for Kaos Record relocation benefits, should the Agency Board approve the request this evening.

BACKGROUND

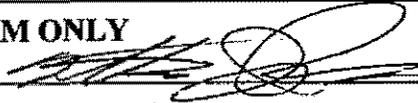
The Olson Company is currently going through the entitlement process for the 49 residential unit/mixed use Citrus Walk development, approved by the Agency Board through a Disposition and Development Agreement (DDA) on May 18, 2010. As part of the DDA requirements, the Covina Redevelopment Agency is responsible for relocating existing retail tenants, and a welding school which are located within the project site. The Agency has retained the services of Overland Pacific and Cutler (OPC) as Relocation Specialist. OPC has been working since June 2010 to relocate the affected businesses and issued 90-day notices for vacation of the site by September 29, 2010.

Kaos Records owner, Ray DeVries is the first business owner to come to an agreement regarding a relocation settlement. Staff requests the Agency Board approve the proposed settlement which includes: 1) A cash offer of \$27,000, 2) Forgiveness of Tenant's rent for August 2010, 3) The use of Tenant's security deposit in the amount of \$1,300 as rent for the month of September, 2010, 4) Agency agreement to allow Tenant to advertise Tenant's replacement or forwarding address on the premises to be vacated. Tenant and Agency will enter into the proposed Relocation Settlement Agreement which incorporates these terms and other appropriate conditions and protections for the Agency.

In order to carry out future relocation agreements and resultant cash settlements that are required by law, as assessed by OPC, the Agency requests that the Agency's Executive Director be given the authority to approve settlement agreements and payments up to Fifty Thousand Dollars for the Olson Citrus Walk Project.

EXHIBITS

A. Resolution No. 10-637

REVIEW TEAM ONLY	
City Attorney: 	Finance Director: 
City Manager: 	Other: 

RESOLUTION NO. 10-637

**A RESOLUTION OF THE COVINA REDEVELOPMENT
AGENCY APPROVING THE TRANSFER OF LAND PROCEEDS
FUNDS FOR RELOCATION SETTLEMENTS FOR THE CITRUS
WALK PROJECT**

WHEREAS, the Covina Redevelopment Agency (the "Agency") is engaged in activities necessary to execute and implement the Redevelopment Plan for the Covina Revitalization Redevelopment Project No. 2 ("Project");

WHEREAS, the Covina Redevelopment Agency is a politic body duly organized and existing pursuant to the Constitution and laws of the State of California ("Agency"); and

WHEREAS, the budget for the Agency for fiscal year commencing July 1, 2010 and ending June 30, 2011 was approved on June 15, 2010; and

WHEREAS, the approved budget is in accordance with all applicable ordinances of the Agency and all applicable statutes of the State; and

WHEREAS, the reallocation of the appropriations between departmental activities may be made by the Executive Director, amendments (increases/decreases) to the Budget shall be by approval and Resolution of the Agency Board;

WHEREAS, the Covina Redevelopment Agency is dedicated to improving City infrastructure and the aesthetics of the City;

WHEREAS, the Covina Agency Board approved a Disposition and Development Agreement (DDA) with Olson Land Projects LLC, a California Limited Liability Company for the Citrus Walk Project on May 18, 2010;

NOW, THEREFORE, BE IT RESOLVED BY THE COVINA REDEVELOPMENT AGENCY AS FOLLOWS:

SECTION 1. Amend the fiscal year 2010 - 2011 Covina Redevelopment Agency operating budget as follows: \$700,000 available in the Land Proceeds fund, Fund Balance account no. 5031-0000-00-33000 requires to be appropriated in account no. 5031-4450-00-53710.

SECTION 2. The Agency Secretary shall certify to the adoption of this resolution.

ADOPTED AND APPROVED THIS 7th day of SEPTEMBER, 2010.

Chairperson, Peggy Delach

ATTEST:

Secretary, Toni Taber

Approved as to form:

Agency Counsel, Elizabeth Hull

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: September 7, 2010

ITEM NO.: PH 1

STAFF SOURCE: Robert Neiuber, Deputy Executive Director *PN*
William J. Priest, Assistant City Attorney
Gustavo Romo, Consultant, Romo Planning Group
Lisa Brancheau, Redevelopment Manager

ITEM TITLE: Public Hearing for Vacation of a portion of School Street and a Public Alley and Adopt Resolution 10-6875 for Olson Citrus Walk Project

AGENCY STAFF RECOMMENDATION

Staff recommends that the City Council:

1. Conduct the public hearing to receive comments from the public regarding the vacation of approximately 263 feet of School Street and 250 feet of a public alley associated with Vesting Tentative Tract Map 71264, including any written comments received by the City Clerk; and
2. Adopt **Resolution No. 10-6875** of the City Council of the City of Covina, California, vacating portions of the public right-of-way known as School Street commencing at the intersection of Citrus Avenue and School Street and running easterly for approximately 263 feet and a 13 foot wide public alley running northerly within the development site for approximately 250 feet, pursuant to Streets and Highways Code Section 8300 ET SEQ.

FISCAL IMPACT

There is no impact to the General Fund. The City received \$1,495.00 in Street Vacation application fees from the applicant. Of this amount, \$450.00 was placed in Planning Account No. 1010-4010-00-48990 and \$1,045.00 was placed in Engineering Account No. 1010-2100-00-43250. Proceeds for the Street Vacation is encompassed in total in the DDA that was approved by the Agency Board on May 18, 2010 and is on file in the City Clerk's office.

BACKGROUND

The Olson Citrus Walk Project will require the vacation of a portion of School Street just east of Citrus Avenue and the public alley running parallel to Citrus Avenue between Italia Street and School Street (see Exhibit A). Of the requested 49 residential units slated for development on the Olson Citrus Walk Project site, approximately seven residential units are planned to be constructed on a portion of School Street. The Olson Company's request for vacation of School Street encompasses approximately 263 feet and the vacation of the public alley is 250 feet long by 13 feet wide. This is one of several remaining requirements necessary for the Council to consider as we move forward with the terms of the Disposition and Development Agreement (DDA) with Olson for this project. An item pertaining to Vesting Tentative Tract Map 71264 which subdivides eleven parcels currently existing on the project site, into one parcel is also being brought before the Council for approval tonight. Both of these items would not take effect or be recorded until the requirements set forth in the DDA are met.

The vacations were presented to the Planning Commission on August 10, 2010. The Commission did determine that the location, purpose, and extent of the proposed vacation is consistent with the General Plan. The next step is to obtain City Council approval. The City Council's initial step is to adopt a Resolution, as required by the California Streets & Highways Code, declaring its intent to vacate the right-of-way and set a public hearing date to consider public comments on the proposed street vacation. This step was completed by the City Council on August 17, 2010. Please refer to Resolution of Intention 10-6873 (Exhibit C).

Following the aforementioned step, the notice of the hearing is then published and is posted along the affected roadway(s) as required by the California Streets and Highways Code. The subject Notice of Hearing was published on August 19, 2010 and August 26, 2010, and copies of the notice were posted for two weeks prior to this hearing at three conspicuous locations not more than 300 feet apart along the route to be vacated, as required by law.

The final step in the process is to conduct tonight's public hearing and receive comments from the public. Based on those comments, the Council may then adopt Resolution of Vacation 10-6875 vacating the street and alley.

A copy of the resolution will be recorded with the County Recorder. The portion of the street and alley proposed for vacation will affect an area in which other agencies and utilities have easements. As such, the City intends to reserve certain easements either in their current location or as relocated at Olson's cost as more particularly set out in the final Subdivision Map which will come back before the City Council for final approval.

On August 10, 2010, applications were brought before the Planning Commission for the Olson Citrus Walk Project for Site Plan Review 10-004 and Vesting Tentative Tract Map (VTTM)-71264 entitlements with conditions. The Planning Commission was in favor of the applications and recommended that the Conditions of Approval be presented to the City Council for approval.

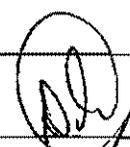
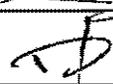
The City Engineer determined that the proposed street and alley vacation will not be detrimental to the public at-large and surrounding circulation system. In addition, the Planning Commission has found that the proposed vacation is consistent with the General Plan in that it offers a different form of circulation in the sense of promoting walking and bicycling to meet Circulation Goal 1 of the General Plan (Pg. V-16), which states, it is the goal of the City to offer "A balanced circulation system that offers multiple travel options so that people can live, work, shop, and play without relying on private vehicles." The vacation is also consistent with Circulation Objective 7 (Pg. V-17), which calls for "Improved parking and traffic flow to support higher-density land uses and a greater concentration of activity downtown, with an emphasis on additional off-street parking located in key locations." In addition, the vacation is consistent with Circulation Policy 4 (Pg. V-21-22), which requires that the City "balance its obligation to provide vehicular transportation improvement with its obligations related to accommodating residential and nonresidential growth, community economic development, commercial revitalization, neighborhood preservation and affordable housing."

The TCSP circulation map (Figure I-3, page I-28) and the TCSP "proposed circulation" illustrations show School Street as connecting to Citrus Avenue rather than ending in a cul-de-sac, but neither the General Plan nor the TCSP identify any goals, policies, objectives, improvements or future plans for the street or alley. This is in contrast to other streets in the area, where the TCSP policies call for certain parking measures, bikeways, streetscapes, public transportation improvements, etc. In other words, the General Plan and TCSP merely note School Street and the alley as existing and nothing more. Therefore, vacating a portion of

School Street and the alley would not be inconsistent with the General Plan or TCSP Circulation Element goals, policies or objectives.

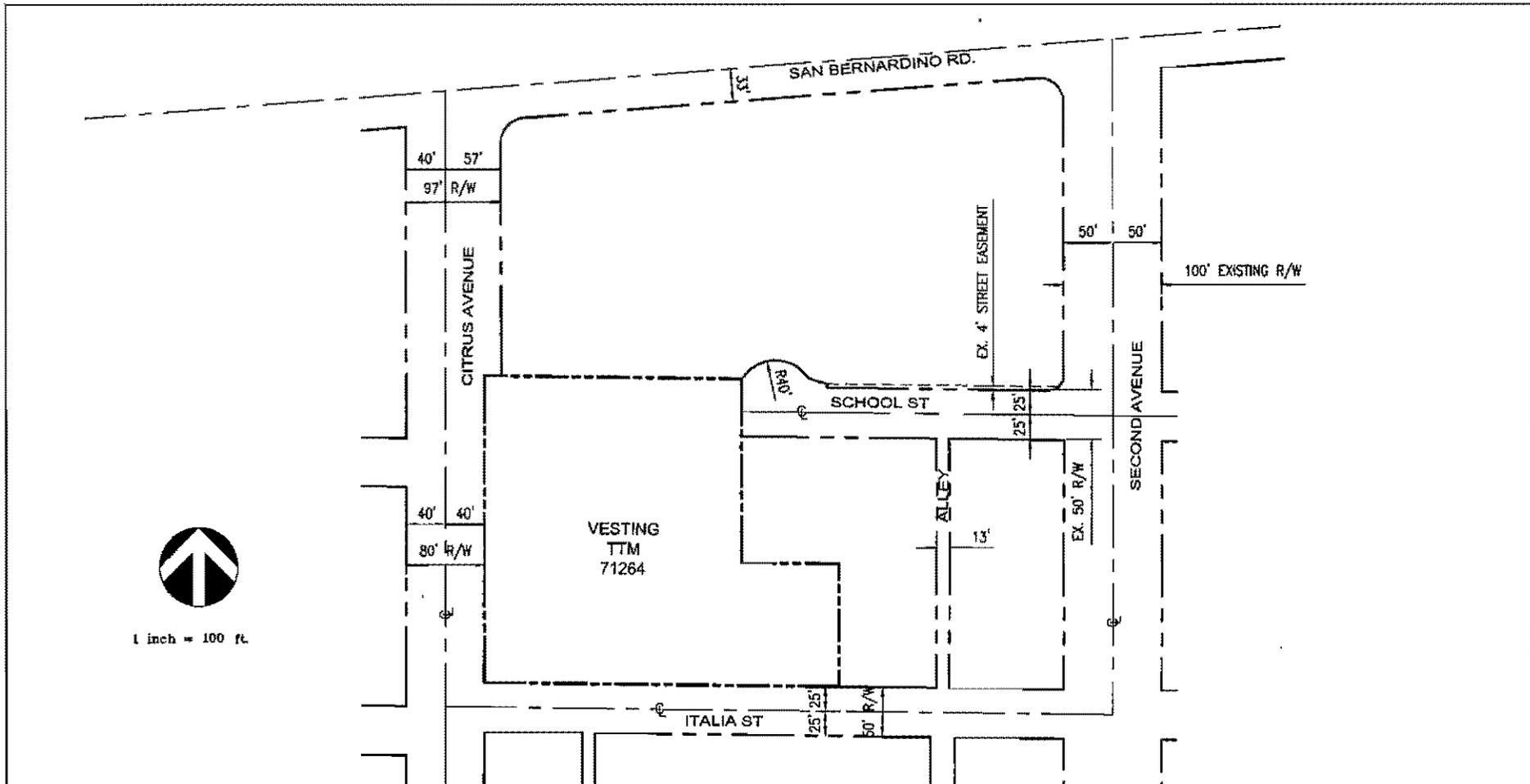
EXHIBITS

- A. Before Vacation & After Vacation Maps
- B. Resolution No. 10-6875 with Street Vacation Exhibits
- C. Resolution of Intention to Vacate No. 10-6873

REVIEW TEAM ONLY	
City Attorney: 	Finance Director: 
City Manager: 	Other: _____



1 inch = 100 ft.



REVISIONS

REV	DATE	DESCRIPTION

PREPARED BY:



CONSULTING, INC.
CIVIL ENGINEERING
 LAND PLANNING & SURVEYING

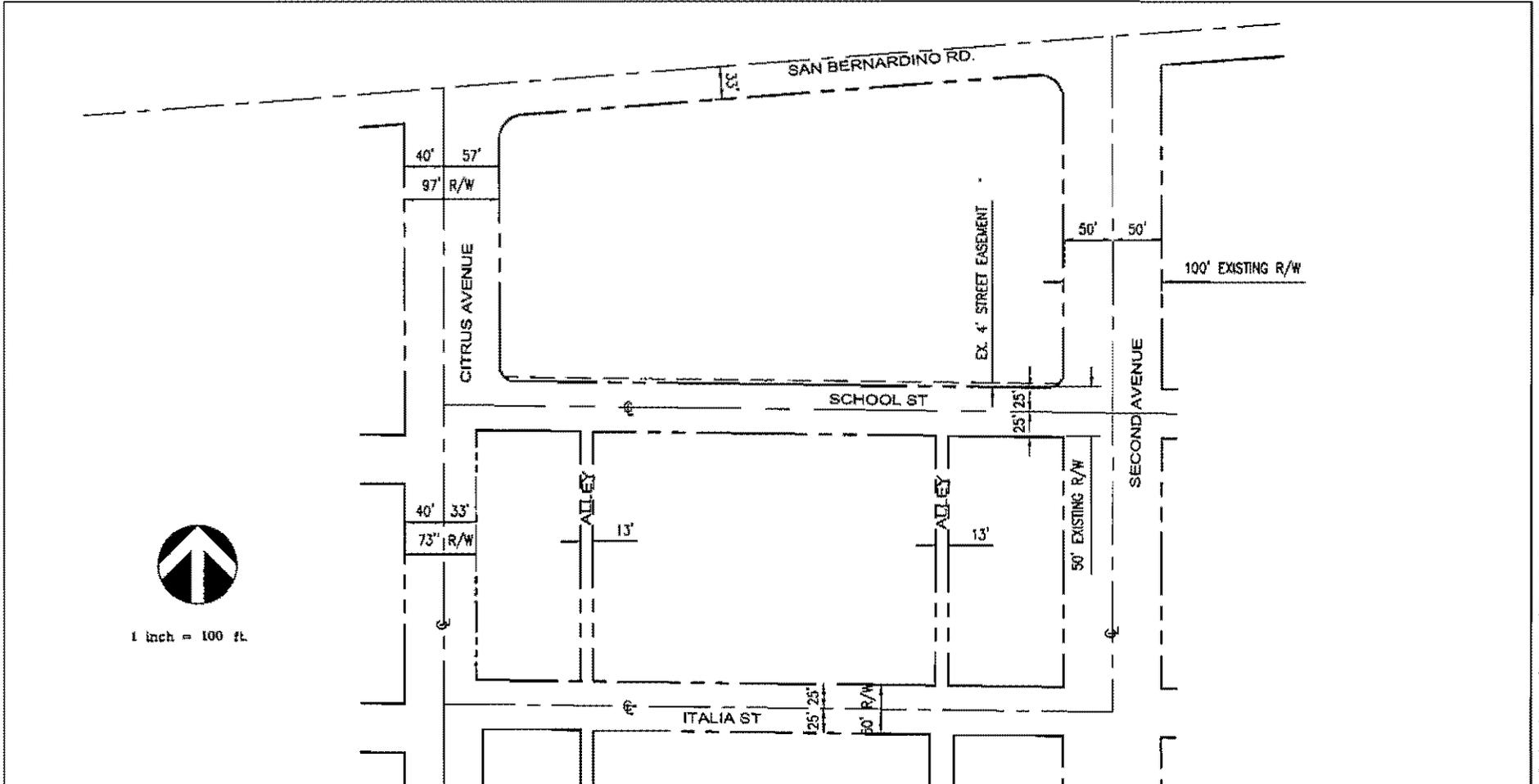
13 TECHNOLOGY, SUITE 104
 IRVINE, CALIFORNIA 92618
 T. 949.769.6000
 F. 949.769.6003
 WWW.CVC-INC.NET

CITY OF COVINA

**PROPOSED
 RIGHT-OF-WAY EXHIBIT
 VESTING TTM 71264**

PROJECT NO.
OLSO-041

SHEET **1**
 OF **1**



REVISIONS		
REV	DATE	DESCRIPTION

PREPARED BY:



CONSULTING, INC.
CIVIL ENGINEERING
 LAND PLANNING & SURVEYING

8 TECHNOLOGY, SUITE 154
 IRVINE, CALIFORNIA 92618
 T. 949.769.6600
 F. 949.769.6605
 WWW.CVC-INC.NET

CITY OF COVINA

**EXISTING
 RIGHT-OF-WAY EXHIBIT
 VESTING TTM 71264**

PROJECT NO.	OLSO-041
SHEET	1
OF	1

Drawing Name: P:\0\OLSO-041\dwg\Sheets\EXHIBITS\EH--RW--Exist.dwg

RESOLUTION NO. 10-6875

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, VACATING PORTIONS OF THE PUBLIC RIGHT-OF-WAY KNOWN AS SCHOOL STREET COMMENCING AT THE INTERSECTION OF CITRUS AVENUE AND SCHOOL STREET AND RUNNING EASTERLY FOR APPROXIMATELY 263 FEET AND A 13 FOOT WIDE PUBLIC ALLEY RUNNING NORTHERLY WITHIN THE DEVELOPMENT SITE FOR APPROXIMATELY 250 FEET, PURSUANT TO STREETS AND HIGHWAYS CODE SECTION 8300 ET SEQ.

WHEREAS, the City of Covina ("City") has the authority to initiate street vacation proceedings pursuant to California Streets & Highways Code Section 8320 et. seq.; and

WHEREAS, the Olson Company has submitted an application with the City proposing a mixed-use development, more commonly known as "Citrus Walk", consisting of 49 residential condominium units and approximately 8,200 square feet of commercial units, located along the east side of Citrus Avenue between School Street to the north and Italia Street to the south (the "Development"); and

WHEREAS, the Development requires the City to vacate portions of the public-right-of-way known as (i) School Street, commencing at the intersection of Citrus Avenue and School Street and running easterly for approximately 263 feet and (ii) a 13 foot wide public alley running northerly within the Development site for approximately 250 feet; and

WHEREAS, the Planning Commission, in accordance with the requirements of California Government Code section 65402, has determined that vacating said portions of the public right-of-way conforms with the City's General Plan and any applicable specific plan; and

WHEREAS, on August 17, 2010, the City Council adopted Resolution No. 10-6873 ("Resolution of Intention") declaring its intention to vacate portions of the public-right-of-way as identified above, as more particularly described in Exhibit "A" to this resolution; and

WHEREAS, the Resolution of Intention gave notice that on the 7th day of September, 2010, at 7:30 p.m., in the Covina City Hall Council Chambers, the City Council would hear any and all interested in or objecting to the proposed vacation of said portions of the public right-of-way; and

WHEREAS, proper notice giving the date, time and place of the public hearing was published in the manner prescribed by law; and

WHEREAS, notices of the proposed vacation of said portions of the public right-of-way, stating the purpose of the Resolution of Intention and the time and place set for the public hearing, were posted in the manner prescribed by law; and

WHEREAS, on September 7, 2010, at 7:30 p.m. in the City Council Chambers, the City Council heard any and all persons interested in or objecting to the proposed vacation of said portions of the public right-of-way.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Covina, as follows:

SECTION 1. The City Council makes the following conclusions and findings:

- A. The portions of the public right-of-way described in Exhibit "A" of this Resolution are not necessary for prospective vehicular traffic, non-vehicular traffic or other public street purposes; and
- B. Vacating the portions of the public right-of-way described in Exhibit "A" of this Resolution is an action in conformance with the City's General Plan and applicable specific plans.

SECTION 2. Based on the above stated facts, conclusions, and findings, the City Council hereby vacates those portions of the public right-of-way as described in Exhibit "A" to this Resolution subject to the following conditions:

A. This Resolution shall not be recorded until satisfaction of all conditions for said vacation which are contained in that certain "2010 Disposition and Development Agreement (Citrus Walk)", entered into between the Covina Redevelopment Agency and Olson Land Projects, LLC (the "DDA").

B. In the event of a default under the DDA, the portions of the public right-of-way which are vacated pursuant to this Resolution are subject to a power of termination and vesting of title in the Covina Redevelopment Agency pursuant to Section 7.8 of the DDA.

SECTION 3. The City Council hereby reserves the following easements in the vacated portions of the public right-of-way, on behalf of the City and any other public agencies or utilities:

A. Those easements for public utilities, including but not limited to water, electric, gas and cable television, as more specifically disclosed in Final Map No. 71264, to be recorded by the Olson Company, or its successor in interest, for the Development.

SECTION 4. The City Clerk shall certify the adoption of this resolution.

PASSED, APPROVED, AND ADOPTED this 7th day of September, 2010

Peggy Delach, Mayor

ATTEST:

Toni Taber, City Clerk

APPROVED AS TO FORM:

City Attorney

ORANGE\CVALENSTEIN\69538.1

EXHIBIT "A"
(MAP OF VACATED PORTION OF PUBLIC RIGHT-OF-WAY)

EXHIBIT "A"

VACATION OF ALLEY

LEGAL DESCRIPTION

BEING A PORTION OF THE ALLEY AS SHOWN THE MAP OF THE RICHMOND TRACT NO. 1 ADDITION TO THE TOWN OF COVINA LYING WITHIN THE CITY OF COVINA , COUNTY OF LOS ANGELES, STATE OF CALIFORNIA AS SHOWN ON THE MAP FILED IN BOOK 70, PAGE 67 OF MISCELLANEOUS RECORD MAPS OF THE RECORDS OF LOS ANGELES COUNTY, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF LOT 27 OF SAID MAP; THENCE ALONG THE SOUTH LINE OF SAID LOT 27 SOUTH 89°18'00" EAST 107.00 FEET TO THE SOUTHEAST CORNER OF SAID LOT 27 AND THE TRUE POINT OF BEGINNING:

THENCE ALONG THE EASTERLY OF LOTS 27-18 OF SAID MAP NORTH 253.45 FEET TO THE NORTHEAST CORNER OF LOT 18 OF SAID MAP;

THENCE LEAVING SAID EASTERLY LINE SOUTH 89°18'00" EAST 13.00 FEET TO THE EASTERLY LINE OF SAID MAP;

THENCE ALONG SAID EASTERLY LINE SOUTH 253.45 FEET; THENCE LEAVING SAID LINE NORTH 89°18'00" WEST 13.00 FEET TO THE POINT OF BEGINNING.

SAID EASEMENT CONTAINING 3,294 SQ. FT. (0.08 ACRES) OF LAND MORE OR LESS.

ALL AS PARTICULARLY SHOWN ON EXHIBIT "B", ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

THIS DESCRIPTION WAS MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE LAND SURVEYORS ACT.

ENGINEER/SURVEYOR
PREPARED UNDER THE SUPERVISION OF:

Vincent W. Scarpati 4-15-10
VINCENT W. SCARPATI R.C.E. 33520 DATE
LICENSE EXP. 06/30/2012



SHEET 1 OF 2

BY: TET

DATE: 4-1-10

SCALE: AS SHOWN



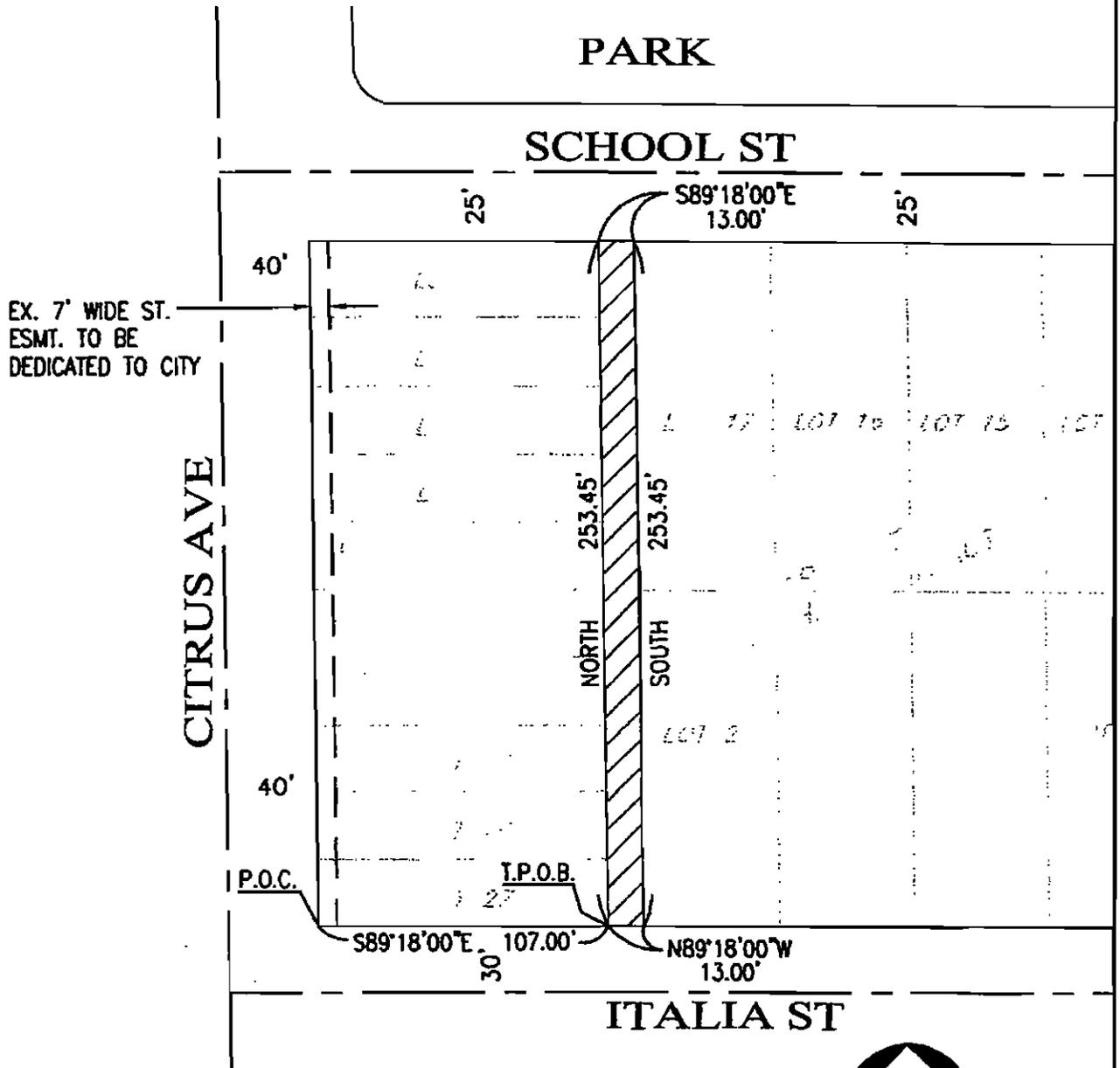
18 TECHNOLOGY
SUITE 154
IRVINE, CA 92618
T. 949.769.6600
F. 949.769.6605
WWW.CVC-INC.NET

ALLEY VACATION

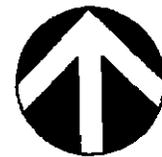
LEGAL DESCRIPTION

EXHIBIT "B"

SKETCH TO ACCOMPANY LEGAL DESCRIPTION



 = AREA TO BE VACATED



1" = 60'



SHEET 2 OF 2

BY: TET

DATE: 4-1-10

SCALE: AS SHOWN



18 TECHNOLOGY
SUITE 154
IRVINE, CA 92618
T. 949.769.6600
F. 949.769.6605
WWW.CVC-INC.NET

**ALLEY
VACATION
LEGAL DESCRIPTION**

EXHIBIT "A"

VACATION SCHOOL ST. LEGAL DESCRIPTION

BEING ALL OF THAT PORTION OF SCHOOL STREET AS SHOWN ON THE MAP OF THE RICHMOND TRACT NO. 1 FILED IN BOOK 70, PAGE 67, A PORTION OF SCHOOL STREET AS SHOWN ON THE MAP OF THE RICHMOND TRACT FILED IN BOOK 19, PAGE 12 AND A PORTION OF LOT 4 OF BLOCK 2 OF MAP OF THE PHILLIPS TRACT RANCHO LA PUENTE FILED IN BOOK 9 PAGE 3 ALL OF MISCELLANEOUS RECORD MAPS OF THE RECORDS OF LOS ANGELES COUNTY, STATE OF CALIFORNIA.

COMMENCING AT THE NORTHWEST CORNER OF LOT 18 OF THE MAP OF THE RICHMOND TRACT NO. 1; THENCE ALONG THE SOUTH LINE OF SCHOOL STREET 50.00 FEET WIDE AS SHOWN ON SAID MAP SOUTH 89°18'00" EAST 7.00 FEET TO THE TRUE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID SOUTH LINE SOUTH 89°18'00" EAST 263.00 FEET; THENCE LEAVING SAID SOUTH LINE NORTH 54.00 FEET; THENCE PARALLEL AND PERPENDICULAR TO SAID SOUTH LINE NORTH 89°18'00" WEST 247.84 FEET TO THE BEGINNING OF A NON TANGENT 15.00 RADIUS CURVE CONCAVE NORTHEASTERLY, TO WHICH A RADIAL LINE BEARS SOUTH 45°21'27" WEST; THENCE NORTHWESTERLY 5.07 FEET ALONG THE ARC OF SAID CURVE THROUGH A DELTA ANGLE OF 19°21'12"; THENCE LEAVING SAID CURVE NORTH 89°18'00" WEST 11.66 FEET; THENCE SOUTH 58.00 FEET TO THE SOUTH LINE OF SCHOOL STREET AND THE TRUE POINT OF BEGINNING.

SAID EASEMENT CONTAINING 14,227 SQ. FT. (0.33 ACRES) OF LAND MORE OR LESS.

ALL AS PARTICULARLY SHOWN EXHIBIT "B" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

THIS DESCRIPTION WAS MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE LAND SURVEYORS ACT.

ENGINEER/SURVEYOR
PREPARED UNDER THE SUPERVISION OF:

Vincent Scarpati 6-8-10
VINCENT W. SCARPATI R.C.E. 33520 DATE
LICENSE EXP. 06/30/2012



SHEET 1 OF 2

BY: TET

DATE: 6-8-10

SCALE: AS SHOWN



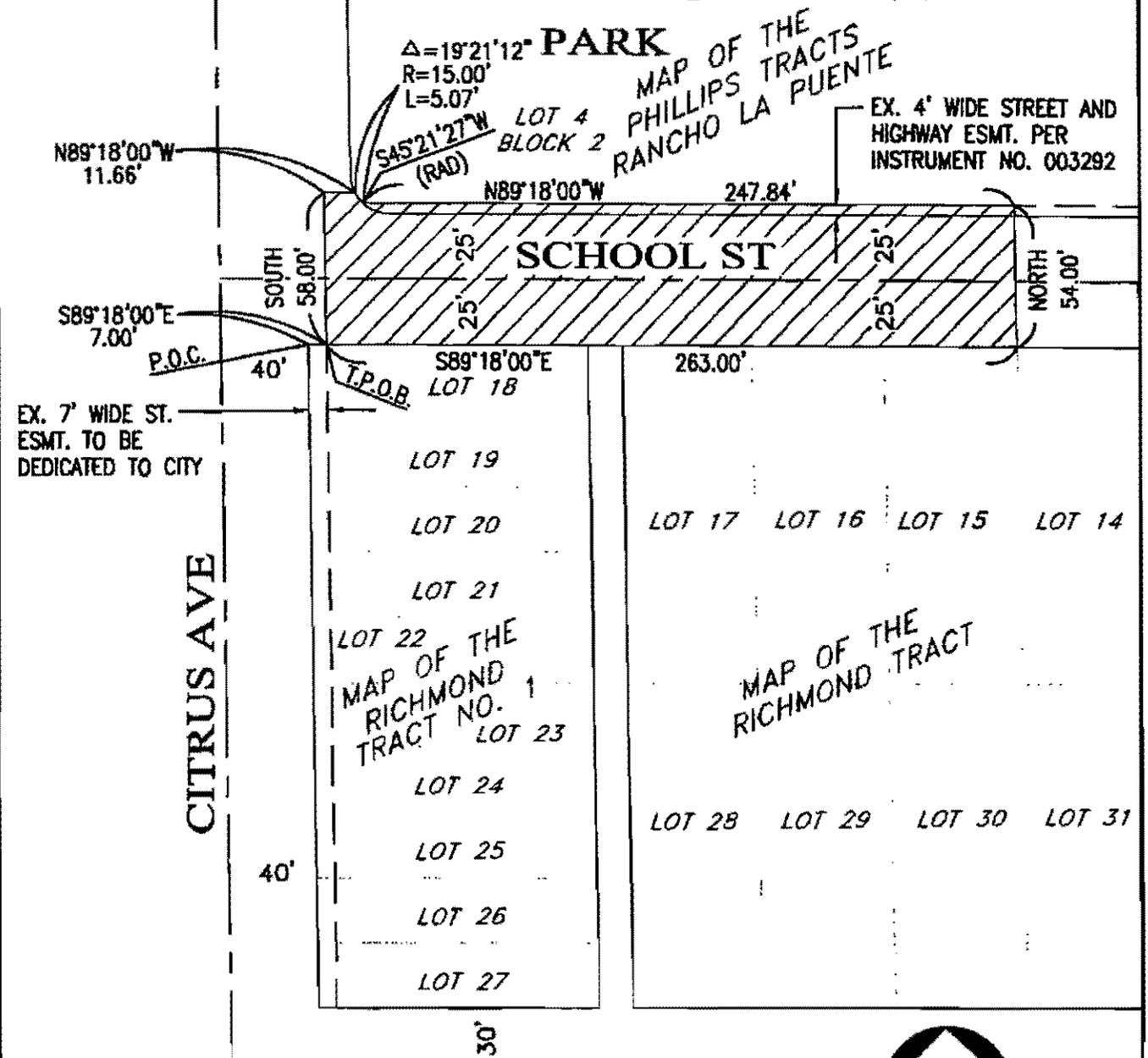
CONSULTING, INC.
CIVIL ENGINEERING
LAND PLANNING & SURVEYING

18 TECHNOLOGY
SUITE 154
IRVINE, CA 92618
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WWW.CVC-INC.NET

**SCHOOL ST.
VACATION
LEGAL DESCRIPTION**

EXHIBIT "B"

SKETCH TO ACCOMPANY LEGAL DESCRIPTION



= AREA TO BE VACATED



1" = 60'



SHEET 2 OF 2
 BY: TET
 DATE: 6-8-10
 SCALE: AS SHOWN

C&V S
CONSULTING, INC.
CIVIL ENGINEERING
LAND PLANNING & SURVEYING

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SCHOOL ST.
VACATION
LEGAL DESCRIPTION

RESOLUTION NO. 10-6873

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, DECLARING ITS INTENTION TO VACATE PORTIONS OF THE PUBLIC RIGHT-OF-WAY KNOWN AS SCHOOL STREET COMMENCING AT THE INTERSECTION OF CITRUS AVENUE AND SCHOOL STREET AND RUNNING EASTERLY FOR APPROXIMATELY 263 FEET AND A 13 FOOT WIDE PUBLIC ALLEY RUNNING NORTHERLY APPROXIMATELY 250 FEET, PURSUANT TO STREETS AND HIGHWAYS CODE SECTION 8300 ET SEQ. AND DIRECTING CITY CLERK TO ADMINISTRATIVELY SET THE HEARING DATE, TIME AND PLACE AND TO PUBLISH AND POST REQUIRED NOTICES

WHEREAS, the City of Covina ("City") has the authority to initiate street vacation proceedings pursuant to California Streets & Highways Code section 8320; and

WHEREAS, the Olson Company has submitted an application with the City proposing a mixed-use development, more commonly known as "Citrus Walk", consisting of 49 residential condominium units and approximately 8,200 square feet of commercial units, located along the east side of Citrus Avenue between School Street to the north and Italia Street to the south (the "Development");

WHEREAS, the Development will require the City to vacate portions of the public-right-of-way known as (i) School Street, commencing at the intersection of Citrus Avenue and School Street and running easterly for approximately 263 feet and (ii) a 13 foot wide public alley running northerly within the Development site for approximately 250 feet; and

WHEREAS, the Planning Commission, in accordance with the requirements of California Government Code section 65402, has determined that vacating said portions of the public right-of-way conforms with the City's General Plan and any applicable specific plans; and

WHEREAS, the City Council has determined that vacating said portions of the public right-of-way will inure to the benefit of the City and its residents by allowing for the development of additional housing and commercial space; and

WHEREAS, the City Council wishes to set the time and place for a public hearing on the vacation of said portions of the public right-of-way.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Covina, as follows:

SECTION 1. It is the intention of the City Council to vacate portions of the public right-of-way known as (i) a portion of School Street and (ii) a 13 foot wide public alley, as depicted and

described in Exhibit "A" attached hereto, to allow the Olson Company to proceed with the Development.

SECTION 2. A public meeting of the City Council will be held on September 7, 2010 at 7:30 p.m., in Council Chambers at the following location: 125 E. College Street, Covina, CA 91723, at which time the City Council will hold a public hearing on the proposed vacation of the public right-of-way identified above.

SECTION 3. That the City Clerk is hereby directed to post this Resolution of Intention, and publish notices of the public hearing, pursuant to the requirements of California Streets & Highway Code Section 8320.

SECTION 4. The City Clerk shall certify the adoption of this resolution.

PASSED, APPROVED, AND ADOPTED this 17th day of August, 2010

Peggy Delach, Mayor

ATTEST:

Rosie Fabian, City Clerk

APPROVED AS TO FORM:

City Attorney

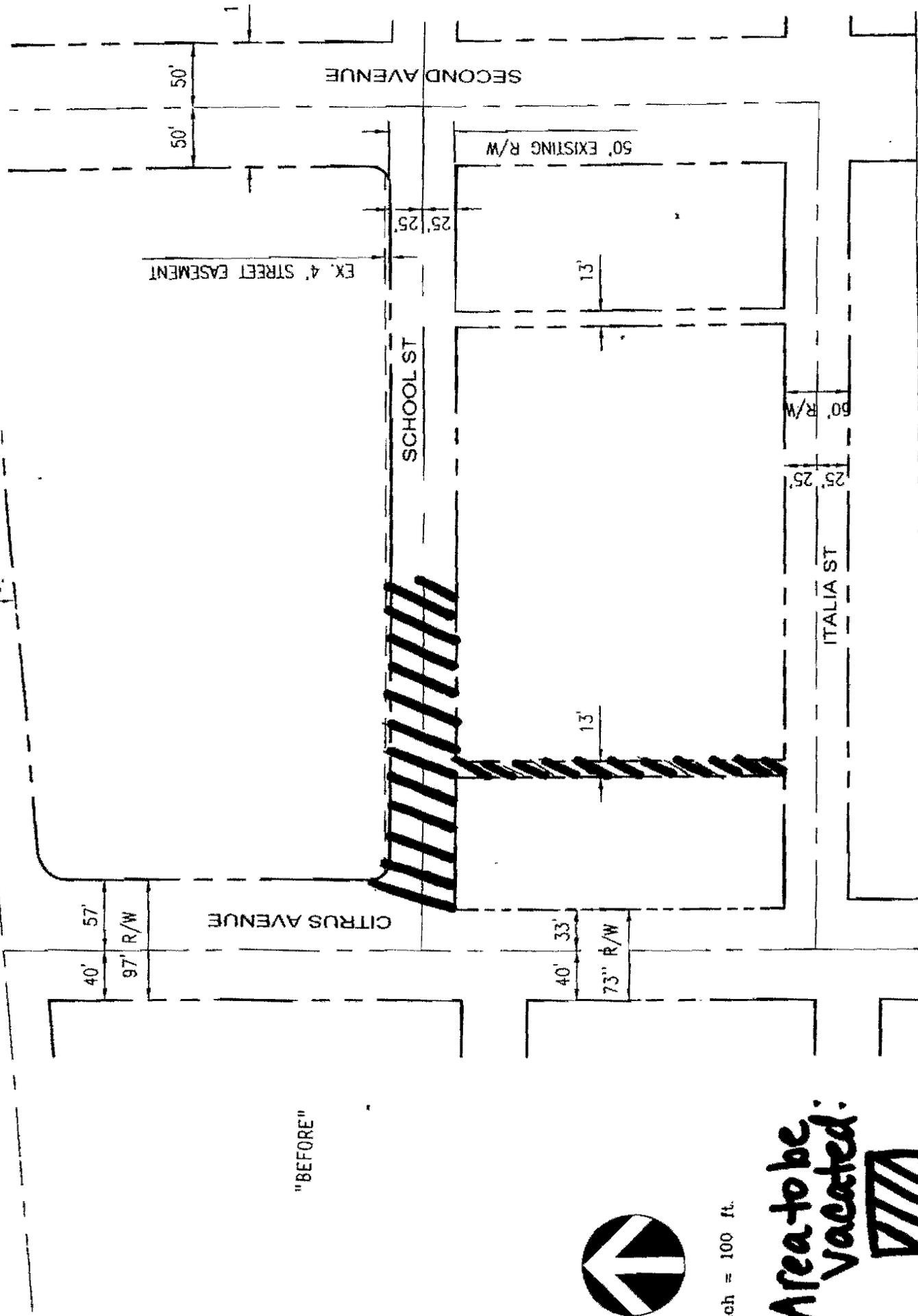
EXHIBIT "A"
(MAP OF PROPOSED VACATED PORTION OF PUBLIC RIGHT-OF-WAY)

"BEFORE"



inch = 100 ft.

**Area to be
Vacated:**



REVISIONS

DATE	DESCRIPTION

PREPARED BY:



TECHNOLOGY, SUITE 154

CITY C

DISPLT_C

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: September 7, 2010

ITEM NO.: PH 2

STAFF SOURCE: Robert Neiuber, Deputy Executive Director
William J. Priest, Assistant City Attorney
Gustavo Romo, Consultant, Romo Planning Group
Lisa Brancheau, Redevelopment Manager

ITEM TITLE: Public hearing for Application VTTM 71264, Vesting Tentative Tract Map to consolidate eleven (11) parcels on the east side of Citrus Avenue between Italia and School Street within Downtown Covina into one parcel for condominium purposes (Olson Citrus Walk Project)

CITY STAFF RECOMMENDATION

Based upon all of the evidence presented and testimony submitted, Staff recommends that the City Council approve VTTM-71264 subject to the conditions of approval listed in Exhibit A.

FISCAL IMPACT

The City recovers the cost of the Vesting Tentative Tract Map process from the applicant.

BACKGROUND

The City's Redevelopment Agency has been working with the applicant, The Olson Company since February of 2009 to bring this project to fruition. Prior to The Olson Company, the Agency had been working on acquiring the various parcels that make up the subject site in order to attract a quality development. This had been going on since 2006. One of the primary challenges has been the relocation of an existing welding school currently occupying a portion of the site, which is owned and operated by the Covina Valley Unified School District. The School District has found a potential replacement site and we continue to work with them toward resolving this issue. The Conditional Use Permit and Variance applications went to the Planning Commission on August 31, 2010 for the potential new school site.

On May 18, 2010, the Redevelopment Agency approved a Disposition and Development Agreement (DDA) with The Olson Company and has begun the relocation process. The Agency hopes to complete the relocation process by October 2010. Once all tenants are relocated, the Agency will begin demolition of the site and convey it to The Olson Company. Upon close of escrow, The Olson Company will commence construction, which is anticipated to take place after November 2010. Construction is estimated to be completed within 27 months.

The formal entitlement applications were submitted on June 15, 2010, and a community meeting was held at the Covina library on July 8, 2010 to obtain initial feedback on the project from the community. A total of 15 people were in attendance and no project concerns were voiced.

On August 10, 2010, VTTM 71264 was presented to the Planning Commission along with the associated Site Plan Review application (i.e., SPR 10-004(A)) for the proposed mixed-use development and a request for a General Plan consistency finding for a proposed street and alley vacation. The Commission approved the SPR, made a finding of General Plan Consistency for

the street and alley vacation, and recommended that the City Council approve VTTM 71264 subject to various conditions of approval (Refer to Exhibit A).

In addition to the VTTM, SPR, and street vacation applications referenced above, the proposal also includes a Lot Line Adjustment (LLA) application. The LLA application, however, does not require a public hearing and is being processed administratively.

NOTIFICATION TO APPLICANT AND ADJACENT PROPERTY OWNERS

The applicant was given a copy of the Agenda Item Commentary with associated attachments, and all property owners within a radius of at least 300 feet were mailed notices of the public hearing date of September 7, 2010. The public notice published in the San Gabriel Valley Examiner on August 26, 2010, a minimum of ten (10) days as required by law.

ENVIRONMENTAL DETERMINATION

Pursuant to the provisions of the California Environmental Quality Act and State Guidelines, the Redevelopment Agency Board approved a Categorical Exemption for the project on May 18, 2010 as part of a Disposition and Development Agreement (DDA) between the City and the applicant. The exemption was based on CEQA Section 15332, which pertains to urban infill projects that meet the following criteria: 1) The project is consistent with the applicable General Plan designation and all applicable General Plan policies as well as with applicable zoning designation and regulations, (b) the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses, (c) the project site has no value as habitat for endangered, rare or threatened species, (d) approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality, and (e) the site can be adequately served by all required utilities and public services. The public hearing notice for the DDA was published on April 29, 2010, and May 6, 2010, in the San Gabriel Valley Examiner newspaper. The Categorical Exemption is on file with the Agency and office of the City Clerk. The Exemption was also filed with the Los Angeles County Clerk on May 20, 2010. No further environmental action is required.

MAP COMPLIANCE WITH CITY LOT STANDARDS

Density	40 units per acre	22.7 units per acre
Lot Size	5,000 SF minimum	94,191 SF (2.16 acres)
Number & Type of Dwelling Units	86 units (single or multi-family)	49 two and three-story attached condominiums
Vehicular & Pedestrian Access to Site	Access from dedicated street and 30-ft. access way	Pedestrian Access from Citrus, School, and Italia dedicated streets; minimum 30-ft. access way; and Vehicular Access from Italia

VESTING TENTATIVE TRACT MAP ANALYSIS

The vesting tentative tract map proposes to consolidate 11 parcels into one parcel. Lot 1 has a proposed gross area of 0.61 acre and will be developed with two buildings consisting of 8,270 square feet of retail space with 12 attached residential units on the second and third floors. Lot 2 has a proposed gross area of 1.55 acres¹ and will be occupied by 5 buildings with a total of 37 attached residential units. All of the units, including the commercial spaces, are proposed as condominiums and noted as such on the vesting tentative tract map.

The City Engineer has found the subject vesting tentative tract map to be in compliance with the State of California Subdivision Map Act. Conditions of approval have been issued to ensure various improvements are made and/or bonded for prior to the approval and recordation of the final map.

VESTING TENTATIVE TRACT MAP FINDINGS OF FACT

Based on an analysis of the proposed map, the City Council must determine that the following findings for this application can be made:

1. The proposed map must be consistent with applicable general and specific plans.

Fact: The map is in compliance with the Town Center Specific Plan and the City's General Plan as verified through the project review process by all applicable City departments/divisions and outside agencies, who have cleared the project for approval and issued conditions of approval.

2. The design or improvement of the proposed subdivision is consistent with any applicable general and specific plans.

Fact: The design and improvements are in compliance with the Town Center Specific Plan and the City's General Plan as verified through the project review process by all applicable City departments/divisions and outside agencies, who have cleared the project for approval and issued conditions of approval.

3. The site is physically suitable to the type of development.

Fact: The proposed uses are permitted within the TCSP and consistent with the goals and objectives of the TCSP and General Plan. The building configuration, parking layout, building height and setbacks, architecture, and overall project design have been found to meet all of the TCSP development standards and the uses have been determined to be compatible with the surrounding commercial development.

4. The site is physically suitable to the proposed density of development.

Fact: The project complies with the density provisions of the General Plan and the Town Center Specific Plan as applied to mixed-use commercial/residential development. A density of 22.7 units per acre is proposed well below the maximum 40 units per acre allowed in the TCSP-5 Zone.

5. The design of the subdivision or proposed improvements are not likely to cause substantial environmental damage or substantially or unavoidably injure fish or wildlife or their habitat.

Fact: The project is considered infill development located within an urban setting. The land is presently improved with commercial, institutional, and residential structures on fully improved surfaces and no wildlife habitats. Further, the project has been found to be exempt under the provisions of CEQA as noted in the environmental determination section of this report.

6. The design of the subdivision or type of improvements are not likely to cause serious public health problems.

Fact: The project consists of commercial and residential uses. Although the commercial uses are speculative, they will be required to meet all zoning and building standards prior to approval and occupancy in order to ensure no serious public health problems will arise from any use.

7. The design of the subdivision or type of improvements will not conflict with easements required by the public at large for access through or use of property within the proposed subdivision.

Fact: The project has undergone review by the City's Engineering Department, Fire Department, and public utility agencies such as Southern California Edison and The Gas Company. Existing access, sewer, and electrical easements will be relocated to accommodate the project design and continue service to the public at large.

8. The discharge of waste from the proposed subdivision into an existing community sewer system would not result in the violation of existing requirements prescribed by the Regional Water Quality Control Board.

Fact: The project has undergone review by the City's Engineering Department, Fire Department, and public utility agencies and has been found to be within acceptable thresholds to connect to the City's existing sewer system. Standard conditions of approval have been included to ensure the project complies with current discharge standards and does not cause an impact on surrounding properties.

EXHIBITS

A. August 10, 2010 Planning Commission Staff Report with VTTM 71264 Conditions of Approval

REVIEW TEAM ONLY	
City Attorney: 	Finance Director: 
City Manager: 	Other: _____

CITY OF COVINA

STAFF REPORT

AUGUST 10, 2010

ITEM NUMBER 3

TO: PLANNING COMMISSION

FROM: ROBERT NIEUBER, COMMUNITY DEVELOPMENT DIRECTOR

**COORDINATOR: ROBERT NEIUBER, COMMUNITY DEVELOPMENT DIRECTOR
GUSTAVO J. ROMO, PROJECT PLANNER**

**SUBJECT: APPLICATIONS VTTM-71264, SPR 10-004, AND GENERAL PLAN
CONSISTENCY FINDING FOR STREET VACATION.**

APPLICANT

The Olson Company

REQUEST

- a. Application VTTM-71264, a Vesting Tentative Tract Map to consolidate eleven (11) parcels into one parcel for condominium purposes;
- b. Application SPR 10-004(A), a Site Plan Review for the construction of mixed-use development consisting of 49 attached residential condominiums and 8,270 square feet of commercial units and site improvements; and
- c. Request for a General Plan Consistency Finding for the vacation of approximately 263 feet of School Street and 250 feet of a public alley.

In addition to the VTTM and SPR applications referenced above, the proposal includes Lot Line Adjustment (LLA) and Street Vacation applications. The LLA application does not require a public hearing and is being processed administratively. The Street Vacation requires a finding of General Plan Consistency from the Planning Commission before the City Council can act on it. Although a public hearing is not necessary for the consistency finding, it has been included with the subject SPR and VTTM applications to be considered simultaneously by the Planning Commission.

LOCATION

East side of Citrus Avenue between Italia and School Street within Downtown Covina.

SURROUNDING LAND USES AND ZONING

Table 1: Surrounding Land Uses and Zoning

Site	Retail Commercial, Welding School, Single-family Dwelling, and Public Parking Lot	TCSP-5 (Town Center Specific Plan Retail & Service Core Focused Activity) Zone
North	Public Park	TCSP-5 (Town Center Specific Plan Park) Zone
South	Retail Commercial, City Hall, Public Parking Lot	TCSP-5 (Town Center Specific Plan Retail & Service Core Focused Activity) Zone
East	Single-family Dwellings and Masonic Lodge	TCSP-4 (Town Center Specific Plan Mixed-Use Focused Activity) Zone
West	Retail Commercial	TCSP-5 (Town Center Specific Plan Retail & Service Core Focused Activity) Zone

The site is located within the TCSP-5 (Town Center Specific Plan Retail & Service Core Focused Activity) Zone, which does not identify mixed-use development as a permitted use. However, mixed-use development is possible per the City's "Zones of Transition" provisions found within the Town Center Specific Plan, which state that the land use focus of one adjacent district may transition to the land use focus of another district. Therefore, mixed commercial/residential uses that are permitted within the adjacent TCSP-4 (Mixed Use Focus Activity Area) Zone located east of the project site are permitted even though it is located in the TCSP-5 Zone.

GENERAL PLAN DESIGNATION

TCSP - Town Center Specific Plan

NOTIFICATION TO APPLICANT AND ADJACENT PROPERTY OWNERS

The applicant was given a copy of the staff report with associated attachments, and all property owners within a radius of at least 300 feet were mailed notices of the Planning Commission public hearing on July 15, 2010, a minimum of ten (10) days before the original hearing date of July 27, 2010 as required by law. In addition, the public hearing notice was published in the San Gabriel Valley Examiner newspaper on July 15, 2010.

The project was scheduled for and heard at the July 27, 2010 Planning Commission meeting, at which time the public hearing was opened and continued to tonight's meeting. The applicant was present on July 27th and concurred with staff's recommendation to continue the hearing. No comments were received from the public.

ENVIRONMENTAL DETERMINATION

Pursuant to the provisions of the California Environmental Quality Act and State Guidelines, the Redevelopment Agency Board approved a Categorical Exemption for the project on May 18, 2010 as part of a Disposition and Development Agreement (DDA) between the City and the applicant. The exemption was based on CEQA Section 15332, which pertains to urban infill projects that meet the following criteria: 1) The project is consistent with the applicable General Plan designation and all applicable General Plan policies as well as with applicable zoning designation and regulations, (b) the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses, (c) the project site has no value as habitat for endangered, rare or threatened species, (d) approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality, and (e) the site can be adequately served by all required utilities and public services. The public hearing notice for the DDA was published on April 29, 2010, and May 6, 2010, in the San Gabriel Valley Examiner newspaper. The Categorical Exemption is on file with the Agency and office of the City Clerk.

BACKGROUND

The City's Redevelopment Agency has been working with the applicant (i.e., The Olson Company) since February of 2009 to bring this project to fruition. Prior to The Olson Company, the Agency had been working on acquiring the various parcels that make up the subject site in order to attract a quality development. This had been going on since 2006. One of the primary challenges has been the re-location of an existing welding school currently occupying a portion of the site, which is owned and operated by the Covina Valley Unified School District. After years of negotiations, the School District has found a viable replacement site and is on board with the re-location. A Conditional Use Permit application is being processed for the new school site and will be heard at a separate public hearing.

In September of 2009, the applicant initially submitted preliminary plans for inter-departmental review. Based on the comments received, the applicant revised the project layout and construction costs to account for the re-location of utilities, including an Edison electric vault. The formal entitlement applications were submitted on June 15, 2010, and a community meeting was held at the Covina library on July 8, 2010 to obtain initial feedback on the project from the community. A total of 15 people were in attendance and no project concerns were voiced. Staff informed the public of the July 27, 2010, Planning Commission hearing and encouraged their participation.

On May 18, 2010, the Redevelopment Agency approved a Disposition and Development Agreement (DDA) with The Olson Company and has begun the relocation process. The Agency hopes to complete the relocation process by October 2010. Once all tenants are relocated, the Agency will begin demolition of the site and convey it to The Olson Company. Upon close of escrow, The Olson Company will commence construction, which is anticipated to take place after November 2010. Construction is estimated to be completed within 27 months.

PROJECT DATA

Table 2: Project Data

Density	40 units per acre	22.7 units per acre
Lot Size	5,000 SF minimum	94,191 SF (2.16 acres)
Number & Type of Dwelling Units	86 units (single or multi-family)	49 two and three-story attached condominiums
Size of Residential Units	Minimum 1,000 SF for 2-bed unit + 150 SF for additional bedrooms	Plan 1 = 1,609 SF; 3 bed/2 bath (8 proposed) Plan 1-B = 1,609 SF; 3 bed/2 bath (8 proposed) Plan 2 = 1,667 SF; 3 bed/2 bath (21 proposed) Mixed Use Plan H1-AF = 1,261 SF; 3 bed/2 bath (4 proposed) Mixed Use Plan H2-AF = 1,344 SF; 3 bed/2 bath (4 proposed) Mixed Use Plan H3 = 1,471 SF; 3 bed/2 bath (2 proposed) Mixed Use Plan H3-LW = 1,670 SF; 3 bed/2 bath (2 proposed)
Building Height	Up to 50 ft. when at least 30% of structure is used for residential use	Majority at 34'-8" with 36'-2" at tower elements (two- and three-story)
Front Yard Setback (Citrus Avenue)	None required under TCSP	None
Side Yard Setback (Park)	None required under TCSP	10 ft.
Street Side Yard Setback (Italia Street)	Minimum 10 ft.	10 ft.
Rear Yard Setback	None required under TCSP	8'-8" ft.

Parking	<u>Residential:</u> Minimum 2 spaces per 3 bedroom unit; + 1 guest space per 5 units = 98 resident spaces + 10 guest spaces <u>Non-residential:</u> One space per 330 SF of general retail = 25 on- or off-site spaces (payment of fees required for off-site spaces, including use of civic parking structures)	<u>Residential:</u> 98 (two-car garage per unit) plus 10 guest spaces; <u>Non-residential:</u> 20 existing diagonal spaces on Citrus; 11 existing parallel spaces on Italia plus additional public parking within 300 feet provided within the TCSP exists
Vehicular & Pedestrian Access to Site	Access from dedicated street and 30-ft. access way	Pedestrian Access from Citrus, School, and Italia dedicated streets; minimum 30-ft. access way; and Vehicular Access from Italia
Non-Residential Floor-to-Area Ratio (FAR)	3.0 maximum (for preferred use, meaning when at least 30% of structure is used for residential use)	0.5 FAR in the form of six speculative retail units within two buildings consisting of 8,270 SF.
Recreational Amenities	Required for four units or greater (no specified type or number in Town Center)	Mixed-use ambience; walking distance to local shopping; and adjacent to public park with direct access
Common Open Space	Not applicable in TCSP	None
Private Open Space	Not applicable in TCSP	123-166 SF patio or deck
Landscaping	5% of site = 4,710 SF + one tree per 600 SF of required landscaping & one tree per 500 SF of parking area = 35 trees required	Approx. 10% of site = 10,064 SF + 103 trees provided

SITE PLAN REVIEW ANALYSIS

The Site Plan Review application is required for the overall construction and design of the project. As indicated in Table 2 (Project Data), the Site Plan Review application is in compliance with the development standards and land uses permitted by the Town Center

Specific Plan. No variances or density bonuses are being requested. This section analyzes the project's design with the assumption that the Site Plan Review is being considered subject to the approval of the associated entitlements.

1. Existing Development

The site is currently developed with retail storefronts along Citrus Avenue and School Street, a welding school operated by the Covina Unified School District, a private parking lot, and a single-family dwelling. All of these uses are proposed to be demolished to accommodate the new project and are now owned by the City's Redevelopment Agency, with the exception of the welding school, which is currently in escrow and will be purchased by the Agency prior to its relocation.

2. Site Plan Layout

The project site consists of eleven (11) parcels with a total area of approximately 2.16 acres. The parcels will be consolidated via the associated vesting tentative tract map. The applicant is proposing to develop the site with two retail buildings fronting on Citrus Avenue and attached residential units and five (5) two-story, attached, residential condominium structures. The condominiums will have a home owner's association, covenant's, conditions, and restrictions (CC&R's), private patios or decks, direct access to the storefronts on Citrus Avenue and direct access to the City Park.

The development will actually abut the City's existing park, which is located between School Street and San Bernardino Road. In order to accomplish this, a 263-foot portion of School Street is proposed to be vacated. The site's only vehicular entry is from Italia Street on the south end of the property. Pedestrian access points are proposed from Citrus Avenue and the City Park.

The site has been designed with four private drive aisles that lead directly to each unit's two-car garage. The guest parking has been provided directly in front of the entry point off Italia Street, and three large trash enclosures have been located in accessible areas throughout the site.

3. Project Phasing

The project is proposed to be developed in five (5) phases, with the residential construction taking place in the first three phases. Phase 1 consists of Buildings E & F, the guest parking lot, and a portion of Building C, which fronts onto Italia Street. Phase 2 consists of Building G, which fronts onto the City Park. Phase 3 entails the remainder of Building C facing Italia Street. The last two phases, 4 & 5, will complete the project with the erection of the mixed-use commercial/residential structures (Buildings A & B) fronting on Citrus Avenue. The project has been conditioned in such a way as to require all of the public improvements to be completed within the first phase.

4. Aesthetics/Architecture/Design, Colors & Materials

The site is presently in a deteriorating and underutilized state. The Agency has been working for several years to remove blighted conditions and re-vitalize this area. The applicant is proposing to accomplish this through the proposed development.

The project consists of 49 residential condominium units (37 three-story residential condominiums and 12 residential condominium flats over retail) provided in 7 unit plan types and various building configurations. The 3 bedroom homes, ranging from 1261 to 1667 square feet, provide the owner flexible downtown living with private access from 2-car garages, private open space within patios and/or upper level decks, and a network of walkways serving each residence's entry. The residences are designed to front framework streets and internal green courts to promote social interaction. In Staff's opinion, the proposed development is designed to complement the surrounding community with careful placement of buildings on site and articulation of the building's façade to help continue the historic urban fabric of Covina's Town Center.

The architecture is designed with an eclectic urban feel to reflect the historic precedent in Downtown Covina. The building facades are articulated with 2 & 3 story massing to give a varied street scene while stepping the building down to a pedestrian scale. The color schemes, color blocking, and material placement have been selected to help distinguish the façades and give each owner's unit a unique and separate look. Details have been provided in the form of articulated cornices, varied awnings at entries, horizontal siding, and accent shutters in order to emphasize the traditional Downtown feel of Covina.

5. Amenities

The TCSP does not specify the type and number of recreational amenities required for multifamily projects. This is intentional in order to allow flexibility in project design. Multifamily developments within downtowns tend to attract singles and/or couples without children who are looking for convenient shopping opportunities; proximity to public transportation; and traditional Downtown living. As such, the amenities found within typical multiple-family developments, such as swimming pools, playgrounds, picnic areas and other related open space and recreation improvements, are not considered necessary for these types of projects. The residents of this development will have direct access to the shops located on their property as well as the shops located along Citrus Avenue. In addition, the residents will have direct access to the adjacent City Park, some of which will be able to access the park from their own front yard.

6. Parking

The Zoning Code requires two garage spaces for units with three bedrooms, one open space per unit, and one guest space for every five (5) units. However, the Town Center Specific Plan provides flexibility for mixed-use projects since street parking and parking within its two civic parking structures is available for a fee, which is a condition of approval for all projects within the TCSP. The development proposes two garage spaces per residential unit, ten guest spaces, and 25 off-site parking spaces to meet the TCSP requirements. Therefore, the parking requirements have been satisfied.

7. Traffic & Circulation

The City's Traffic Engineer has determined that the project will generate less daily trips as a mixed-use commercial/residential development than as a sole commercial land use. Further, the

existing 29-foot width of School Street would not meet current General Plan street width standards for a "residential/collector street" were it to remain as such. However, the project (including the street vacation) will convert School Street into a cul-de-sac, thereby removing it from the General Plan classification of "residential/collector" and, therefore, eliminate the 36-foot width requirement as called out by the General Plan Circulation Element (See Technical Appendix, Pg. CS-3).

The site has been determined by the City and the County Fire Department to have sufficient access. Based on the project's minimal unit count, location on Citrus Avenue, and access via Italia and School Streets, traffic-related impacts will be insignificant.

8. Public Health & Safety

The City Police and Fire Departments were routed the site and building plans and their participation in the Development Review Committee joint discussion was solicited. The Police Department has advised Staff that they have no objections to the proposal. The Fire Department commented on the initial design of the project's private driveways and dedication requirements along Schools and Italia Streets. The plans have since been revised and the Fire Department has cleared the project with standard conditions of approval.

SITE PLAN REVIEW FINDINGS OF FACT

Based on an analysis of the proposed project, the Planning Commission must determine that the following findings for this application can be made:

1. All provisions of the Zoning Ordinance are complied with.

Fact: The project is in compliance with the Town Center Specific Plan in which it is located and, therefore, in compliance with the City's Zoning Ordinance.

2. The basic project elements are so arranged that traffic congestion is avoided, pedestrian and vehicular safety and welfare are protected, and no adverse effects will occur on surrounding properties.

Fact: The surrounding streets have been determined to have sufficient capacity to handle future project-related traffic and accommodate traffic from the proposed development in a safe manner as long as the project conditions are met. The City intends to ensure that the conditions of approval are fulfilled through project inspection and adherence to the approved Site Plan.

3. The project design conforms to the General Plan and any design guidelines or specific plans that may be applicable to the project.

Fact: The project complies with the density provisions of the General Plan and the Town Center Specific Plan as applied to mixed-use

commercial/residential development. A density of 22.7 units per acre is proposed consistent with the TCSP-5 Zone.

4. The project design is harmonious, consistent, and complete within itself and functionally and visually compatible with neighboring land uses.

Fact: The project is functional and compatible with the uses found within the residential, commercial, and institutional properties surrounding the site. Based on review and comment from all applicable City departments, the project is designed in a manner that is harmonious, consistent, and complete as long as all conditions proposed are complied with.

5. The development will constitute an adequate environment for the intended use by sustaining the desirability and stability of the neighborhood and community.

Fact: The residential development will be a physical improvement over the existing blighted and underutilized conditions of the property. In addition, the construction of residential condominiums will help meet the demand for housing in the immediate area.

6. Proposed lighting is so arranged as to reflect the light away from adjoining properties.

Fact: All outside lighting will be required as a standard condition of approval to be designed and sited in a manner that prohibits glare onto adjacent properties.

7. Proposed signs will not, by size, location, color, or lighting, interfere with traffic or limit visibility.

Fact: No signs are currently proposed for the project. However, each retail use proposed to occupy the commercial portion of the project will be required to meet the sign standards of the Town Center Specific Plan and Zoning Ordinance under separate staff-level review and permit. A condition of approval has been included to this effect.

VESTING TENTATIVE TRACT MAP ANALYSIS

The vesting tentative tract map proposes to consolidate 11 parcels into one parcel. Lot 1 has a proposed gross area of 0.61 acre and will be developed with two buildings consisting of 8,270 square feet of retail space with 12 attached residential units on the second and third floors. Lot 2 has a proposed gross area of 1.55 acres³ and will be occupied by 5 buildings with a total of 37 attached residential units. All of the units, including the commercial spaces, are proposed as condominiums and noted as such on the vesting tentative tract map.

³ The total acreage has increased from the initial 1.8 acres with the inclusion of the School Street vacation as part of the subject site. For this reason, a Lot Line Adjustment application is required and being processed administratively.

The City Engineer has found the subject vesting tentative tract map to be in compliance with the State of California Subdivision Map Act. Conditions of approval have been issued to ensure various improvements are made and/or bonded for prior to the approval and recordation of the final map.

VESTING TENTATIVE TRACT MAP FINDINGS OF FACT

Based on an analysis of the proposed map, the Planning Commission must determine that the following findings for this application can be made:

1. The proposed map must be consistent with applicable general and specific plans.
Fact: The map is in compliance with the Town Center Specific Plan and the City's General Plan as verified through the project review process by all applicable City departments/divisions and outside agencies, who have cleared the project for approval and issued conditions of approval.
2. The design or improvement of the proposed subdivision is consistent with any applicable general and specific plans.
Fact: The design and improvements are in compliance with the Town Center Specific Plan and the City's General Plan as verified through the project review process by all applicable City departments/divisions and outside agencies, who have cleared the project for approval and issued conditions of approval.
3. The site is physically suitable to the type of development.
Fact: The proposed uses are permitted within the TCSP and consistent with the goals and objectives of the TCSP and General Plan. The building configuration, parking layout, building height and setbacks, architecture, and overall project design have been found to meet all of the TCSP development standards and the uses have been determined to be compatible with the surrounding commercial development.
4. The site is physically suitable to the proposed density of development.
Fact: The project complies with the density provisions of the General Plan and the Town Center Specific Plan as applied to mixed-use commercial/residential development. A density of 22.7 units per acre is proposed well below the maximum 40 units per acre allowed in the TCSP-5 Zone.
5. The design of the subdivision or proposed improvements are not likely to cause substantial environmental damage or substantially or unavoidably injure fish or wildlife or their habitat.

Fact: The project is considered infill development located within an urban setting. The land is presently improved with commercial, institutional, and residential structures on fully improved surfaces and no wildlife habitats. Further, the project has been found to be exempt under the provisions of CEQA as noted in the environmental determination section of this report.

6. The design of the subdivision or type of improvements are not likely to cause serious public health problems.

Fact: The project consists of commercial and residential uses. Although the commercial uses are speculative, they will be required to meet all zoning and building standards prior to approval and occupancy in order to ensure no serious public health problems will arise from any use.

7. The design of the subdivision or type of improvements will not conflict with easements required by the public at large for access through or use of property within the proposed subdivision.

Fact: The project has undergone review by the City's Engineering Department, Fire Department, and public utility agencies such as Southern California Edison and The Gas Company. Existing access, sewer, and electrical easements will be re-located to accommodate the project design and continue service to the public at large.

8. The discharge of waste from the proposed subdivision into an existing community sewer system would not result in the violation of existing requirements prescribed by the Regional Water Quality Control Board.

Fact: The project has undergone review by the City's Engineering Department, Fire Department, and public utility agencies and has been found to be within acceptable thresholds to connect to the City's existing sewer system. Standard conditions of approval have been included to ensure the project complies with current discharge standards and does not cause an impact on surrounding properties.

STREET VACATION GENERAL PLAN CONSISTENCY FINDING

A portion of School Street extending from Citrus Avenue approximately 263 feet east towards Second Street and a 13-foot wide public alley running northerly for approximately 250 feet through the site are proposed to be vacated and made a part of the subject development. In order to accomplish this, the Planning Commission must find that the vacation is consistent with the General Plan and, in turn, the Town Center Specific Plan (TCSP). Based on the goals and policies of the General Plan and TCSP, Staff believes the findings can be made.

Although the TCSP circulation map (Figure I-3, page I-28) and the TCSP "proposed circulation" illustrations reference School Street as connecting to Citrus Avenue rather than ending in a cul-de-sac, neither the General Plan nor the TCSP identify any goals, policies, objectives,

improvements or future plans for the street or alley. This is in contrast to other streets in the area, where the TCSP policies call for certain parking measures, bikeways, streetscapes, public transportation improvements, etc. In other words, the General Plan and TCSP merely note School Street and the alley as existing and nothing more. Therefore, vacating a portion of School Street and the alley would not be inconsistent with the General Plan or TCSP Circulation Element goals, policies or objectives.

FINDING: The proposed street vacation is consistent with the General Plan in that it offers a different form of circulation in the sense of promoting walking and bicycling to meet Circulation Goal 1 of the General Plan (Pg. V-16), which states, it is the goal of the City to offer "A balanced circulation system that offers multiple travel options so that people can live, work, shop, and play without relying on private vehicles." The vacation is also consistent with Circulation Objective 7 (Pg. V-17), which calls for "Improved parking and traffic flow to support higher-density land uses and a greater concentration of activity downtown, with an emphasis on additional off-street parking located in key locations." In addition, the vacation is consistent with Circulation Policy 4 (Pg. V-21-22), which requires that the City "balance its obligation to provide vehicular transportation improvement with its obligations related to accommodating residential and nonresidential growth, community economic development, commercial revitalization, neighborhood preservation and affordable housing."

Based on the statements above, Staff recommends that the Planning Commission find the proposed vacation of School Street and public alley to be consistent with the General Plan and TCSP.

Following the Planning Commission's action, a Resolution of Intent to vacate a portion of School Street and the public alley must be adopted by the City Council. Once this occurs, a Notice of Public Hearing must be published twice in a local newspaper and the street must be posted. The Council's final action on the vacation is the adoption of the Resolution of Vacation.

SUBSEQUENT ACTIONS REQUIRED

Following the Planning Commission's action on the Site Plan Review, Street Vacation General Plan Consistency Finding, and recommendation to the City Council on the Vesting Tentative Tract Map, the City Clerk must notice the project for a public hearing before the City Council. If the Council elects to approve the project, the applicant may then pursue the preparation of the final map and construction plans.

RECOMMENDATION

Based upon all of the evidence presented and testimony submitted, Staff recommends that the Planning Commission:

1. Approve SPR 10-004(A), subject to the attached conditions of approval;
2. Make a Finding of General Plan consistency for vacating an approximate 263-foot portion of School Street and 13'x250' public alley; and
3. Recommend that the City Council adopt a resolution approving VTTM-71264.

ALTERNATIVE ACTIONS

4. Deny SPR 10-004(A) and recommend that the City Council deny VTTM-71264 and find that the vacation of School Street and public alley are inconsistent with the General Plan and TCSP; or
5. Direct the applicant to revise the project and/or provide additional information, based on the comments/concerns presented at the public hearing, and continue the hearing to a future date.

EXHIBITS

1. 300-foot Radius Map & Notification
2. Conditions of Approval
3. Copy of RDA Approved Disposition and Development Agreement
4. Project Plans (full size - under separate cover*):
 - a. Architectural⁴/Civil⁵/Landscape Plans*
 - b. Vesting Tentative Tract Map*
 - c. Color Chart
 - d. Street Vacation Proposal

⁴ Includes Site Plan, Vicinity Map, Floor Plan, and Building Elevations

⁵ Includes Conceptual Grading, Utility, and Demolition Plans

**PROJECT: SITE PLAN REVIEW (SPR) 10-004(A) &
VESTING TENTATIVE TRACT MAP (VTTM) 71264**

**CITRUS WALK
8,270 SF RETAIL/49-UNIT RESIDENTIAL
MIXED-USE CONDOMINIUM DEVELOPMENT**

**East side of Citrus Avenue between Italia and School Street
Covina, CA**

CONDITIONS OF APPROVAL

**AS PROPOSED BY STAFF FOR PLANNING COMMISSION MEETING OF
AUGUST 10, 2010**

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APPLICATION AUTHORIZATION

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3.0 PRIOR TO THE ISSUANCE OF BUILDING PERMITS

**4.0 PRIOR TO THE ISSUANCE OF FINAL BUILDING PERMIT OR
CERTIFICATE OF OCCUPANCY**

- a. A Vesting Tentative Tract Map to consolidate 11 parcels into one parcel for condominium purposes.
 - b. A Site Plan Review for the construction of mixed-use development consisting of 49 attached residential condominiums and 8,270 square feet of commercial units and site improvements.
-

1.0 TIME LIMITS

- 1.1 ***Vesting Tentative Tract Map 71264:*** Approval of this application will expire two years from the date of project approval if the final map is not recorded. The applicant may apply to extend the expiration date for a period not to exceed one year upon written request to the City Planner a minimum of thirty (30) days prior to expiration. The request must be approved by the City Council prior to expiration of the applications.
- 1.2 ***Site Plan Review (SPR) 10-004(A):*** Approval of this application will be subject to revocation one year from the date of project approval if building permits are not issued. The applicant may apply to extend this date for a period not to exceed one year upon written request to the City Planner. The request must be approved by the City Council prior to expiration of the applications.
- 1.3 Site Plan Review (SPR) 10-004 shall not take effect until Vesting Tentative Tract Map 71264 is approved by the City Council and takes effect.

2.0 GENERAL REQUIREMENTS

- 2.1 Failure to comply with any conditions of approval noted herein or any future violation of conditions may result in revocation of project approval by the City.
- 2.2 The project or uses may proceed only in accordance with approved plans on file with the Community Development Department, all representations of record made by the applicant(s), the conditions contained herein, the Town Center Specific Plan, the Covina Municipal Code, and the Covina Design Guidelines. In addition, any future proposed changes or modifications in the design of any site component approved herein shall not proceed without City approval.

- 2.3** All requirements of the approved Development and Disposition Agreement (DDA) shall be complied with at all times. Where a conflict or inconsistency may arise, the stricter requirement shall apply.
- 2.4** A minimum of ninety-eight (98) garage parking spaces shall be provided (two per unit) and ten (10) guest parking spaces. In addition, 20 diagonal parking spaces shall be maintained along the Citrus Avenue frontage consistent with the existing layout of Citrus Avenue. (Note: Additional public parking exists within 300 feet to meet the parking requirements, as allowed within the TCSP). Public parking on Italia Street shall continue and shall not be limited to the development's residents or customers.
- 2.5** The vesting tract map shall be revised to include a construction schedule for the off-site improvements to be associated with each phase; the total number of acres in the proposed subdivision and the number and percent thereof designated for the proposed commercial and residential condominium uses; and the number of dwelling units proposed, by type of dwelling unit, for each phase per Section 16.10.040 (K) of the Covina Municipal Code.
- 2.6** The Project design plans are conceptual and shall be subject to a separate design review for detailed plot, floor and building elevations. The design review shall be completed to the satisfaction of the City Planner or designee prior to building plan check submittal. A complete building materials reference material illustration board, describing material, brands, types, and applicable reference numbers shall be submitted to the Planning Division.
- 2.7** The vesting tentative map shall be revised prior to being stamp-approved by the Planning Division to remove any reference to a "phased map" and annotate the total number of air space lots to be created.
- 2.8** The architectural drawings shall be revised prior to being stamp-approved by the Planning Division to correctly identify the 94,191 square-foot (2.16 acre) site area.
- 2.9** The Project shall demonstrate compliance with the City Code requirements for condominiums.
- 2.10** The applicant shall submit revised Landscaping and Irrigation Plans for the Project in compliance with the City of Covina's Water Efficient Landscape Regulations, Ordinance No. 10-1979.
- 2.11** The Vesting Tentative Tract Map 71264 shall be revised in full compliance with Chapter 16. 10 of the Covina Municipal Code, including a valid registered engineer stamp, new legal description(s) for the Project, and all recorded easements etc.

- 2.12** The Vacation for the Project shall be revised in full compliance with the City of Covina Vacation Procedure, including all public streets and alley and all easements, State of California Planning and Zoning Law, Section 65402.
- 2.13** Approval of these applications will not waive compliance with the Covina Municipal Code or the Covina Design Guidelines and any other applicable ordinances, laws, statutes, or regulations applicable to development and occupancy of the subject future residential project that are in effect at the time of building permit issuance.
- 2.14** The location and orientation of all principal components of the future development shall conform to the approved site plan. These components shall include, but not be limited to, buildings, yard areas, block walls and fences, walkways, parking stalls and drive aisles, and landscaping or planters.
- 2.15** There shall be at least 3 feet of clear space in the narrowest areas between building walls and block walls or fences for emergency accessibility (i.e. – chimneys, a/c units, etcetera shall not be located closer than 3 feet to walls/fences).
- 2.16** All air conditioning compressors, as well as any outdoor equipment, shall be prohibited from being located along the street frontage. All air conditioning compressors shall be placed on the roof and comply with the City’s screening requirements.
- 2.17** New decorative six (6) –foot high block walls shall be installed along the entire eastern perimeter of the property.
- 2.18** Block wall and fencing improvements shall be installed in perimeter and interior areas of the site, conforming to all block wall and fencing details and specifications on the submitted conceptual landscape plan. In addition, the sides of the perimeter block walls that are publicly visible shall be planted with vines, which shall be maintained as part of the site’s landscaping.
- 2.19** The ground material of project site entry areas shall consist of decorative colored brick/concrete pavers or stamped concrete. The areas where these materials are to be installed shall be shown on the approved landscape plan.
- 2.20** Any future building improvements shall conform to all provisions noted herein and shall address all applicable City planning- and building-related codes and standards and permit issuance requirements and processes.

- 2.21** All construction must conform to the Construction Mitigation Plan (CMP) and the City Noise Ordinance, prohibiting construction between 8:00 p.m. and 7:00 a.m. on any day and on Sundays and Holidays (except by special permit), whichever is stricter. The CMP must be submitted and approved by the Planning Division prior to issuance of building and grading/construction permits.
- 2.22** All landscape or planter areas shown on the approved landscape plan shall remain landscaped in perpetuity. These areas shall not be paved or used for storage or any similar purpose inconsistent with the intent of this approval.
- 2.23** The property and all improvements, including landscaping, must be maintained in a sound, healthy, and attractive condition free of weeds, visible deterioration, graffiti, debris and/or other conditions that violate the Covina Municipal Code.
- 2.24** All improvements must be constructed in a good workmanlike manner, consistent with the standard best practice of the subject trades and in a manner acceptable to the City.
- 2.25** The City has the right of entry to inspect the premises to verify compliance with the conditions of approval and the Covina Municipal Code at any time.
- 2.26** This approval will not be effective for any purposes until the applicant and the property owner have filed with the Planning Division an affidavit stating that they are aware of and agrees to accept all of the conditions of this grant.
- 2.27** The applicant must defend, indemnify and hold harmless the City, its agents, officers, and employees from any claim, action, or proceeding against the City or its agents, officers, or employees to attack, set aside, void or annul this permit approval, which action is brought within the applicable time period of Government Code Section 65009. The City must promptly notify the applicant of any claim, action, or proceeding and must cooperate fully in the defense. If the City fails to promptly notify the applicant of any claim, action or proceeding, or if the City fails to cooperate fully in the defense, the applicant will not thereafter be responsible to defend, indemnify, or hold harmless the City.
- 2.28** The applicant must reimburse the City for any court and attorney's fees which the City may be required to pay as a result of any claim or action brought against the City because of this approval. Although the applicant is the real party in interest in an action, the City may, at its sole discretion, participate at its own expense in the defense of the action, but such participation will not relieve the applicant of any obligation under this condition.

- 2.29** If any provision of this approval is held or declared to be invalid, the permit will be void and the privileges granted hereunder will lapse.
- 2.30** The costs and expenses of any code enforcement activities, including, but not limited to, attorneys' fees, caused by applicant's violation of any condition or mitigation measure imposed by this application or any provision of the Covina Municipal Code must be paid by the applicant.
- 2.31** The placement of post box receptacles must be coordinated with the Covina Post Office. The Planning Division will review the proposal.
- 2.32** Appropriate directional signage shall be installed to address circulation on Citrus Avenue during construction.
- 2.33** Each retail use proposed to occupy the commercial portion of the project will be required to meet the sign standards of the Town Center Specific Plan and Zoning Ordinance and obtain a Sign Permit from the Planning and Building Divisions.
- 2.34** Sidewalks along Citrus Avenue and Italia Street development frontage shall consist of brick pavers to match the existing sidewalks on Citrus Avenue within the Town Center Specific Plan.
- 2.35** The development shall be subject to all assessments and fees, including, but not limited to, Parking District Assessment and Development Impact Fees.
- 2.36** The developer shall exercise best management practices to ensure sound-proofing between all units. This is especially important between the attached commercial units with residential units above.
- 2.37** The developer shall work with Southern California Edison to re-locate the necessary utilities at the developer's sole expense.
- 2.38** To eliminate the negative fiscal impact on certain municipal services associated with this proposal, the Project will be required to annex to Community Facilities District 2007-01 (the "CFD") for the purpose of financing the Project's proportionate share of the cost for police response, fire and emergency medical response, and park services. The applicant shall petition the City to annex to the CFD under the California Mello-Roos Community Facilities Act (Government Code, Section 53311 et seq.) (the "Act"). The applicant agrees to cooperate and not to oppose annexation to the CFD for purposes set forth above.

Alternatively, at the applicant's option, in lieu of annexation to the CFD as set forth above, applicant may make a lump sum payment to the City ("In Lieu

Payment") representing the Project's proportionate share of the cost for police response, fire and emergency medical response, and park services. The In Lieu Payment shall be calculated based upon the net present value of the special tax that would be levied upon the Project under the CFD over the term of the CFD special tax. The In Lieu Payment must be paid not later than prior to occupancy of any dwelling within the development.

3.0 PRIOR TO THE ISSUANCE OF A BUILDING PERMIT:

- 3.1** Covenants, Conditions and Restrictions (CC&R's) shall be recorded with the final map to regulate on-site utilization, maintenance, and related issues. The CC&R's shall grant the City the right but not the obligation to enforce their terms. These CC&Rs shall be submitted to the City Planner and City Attorney for review and approval and shall be recorded with the final map prior to the issuance of building permits. The CC&R's shall include provisions prohibiting the storage of recreational vehicles and watercrafts in all parking areas.
- 3.2** The construction plan/documents must include specific details and delineation incorporating these conditions of approval, including any required Planning Division-related modifications. The Planning Division will hold approval of these conditions in abeyance until they review and approve the construction plan/documents.
- 3.3** All of the conditions of approval listed herein, plus associated Mitigation Measures which apply to improvement and construction plans, must be printed upon the face of and included as part of the final plans and specifications that are submitted during the plan checking functions for which building permits are issued.
- 3.4** The vesting tentative tract map shall be further revised as part of the final map process to account for the project development of commercial and residential condominium units. Depending on the specific commercial uses, additional Planning applications and review may be necessary.
- 3.5** Final plans incorporating all conditions of approval and any plan changes required in the approval process shall be submitted for review and approval by the City Planner prior to building permit issuance in conjunction with the Plan Check process of the Building Division. Conditions listed herein shall be printed upon the face of and included as part of the plans as required by the City Planner.

- 3.6** Revised plans incorporating any and all applicable conditions pertaining to the planning approval process must be submitted for review and approval by the City Planner prior to or in conjunction with the start of the plan check process.
- 3.7** A complete building materials illustration board, describing material, brands, types, and applicable reference numbers shall be submitted to the Planning Division. Minor modifications in elevation details and/or colors may be submitted with detailed drawings and/or information to the City Planner for review and approval prior to or during the subsequent Plan Check process.
- 3.8** All subsequent required plans must be coordinated for consistency and any easements of record or required easements shall be reflected on the site plan along with off-site improvements and off-site conditions of approval and buildings within 10 feet any property line.
- 3.9** A Phasing Plan must be submitted illustrating the number and sequence of each development phase.
- 3.10** All phases of development shall be completed by the Developer.
- 3.11** The Developer shall obtain approval from the local refuse provider for the location and number of refuse containers proposed. The number of containers in conjunction with the collection days shall be sufficient to serve all of the commercial and residential uses of the site development.
- 3.12** Detailed on-site and off-site landscape and irrigation plans must be submitted for review and approval by the City Planner and the City Engineer. The landscaped and planter areas shall conform to the same areas depicted on the conceptual landscape plan.
- 3.13** A complete exterior lighting plan, including photometric, shall be submitted for review and approval during building plan check. The plan shall illustrate light fixture features, locations, and compliance with applicable City Code provisions on illumination, design, and lighting orientation/glare prevention while abiding with the City's minimum one-foot candle standard.
- 3.14** In accordance with the Covina Design Guidelines, all new roof, wall, and ground-mounted mechanical equipment, utility equipment, and utility meters must be screened from public view with appropriate building materials and/or landscaping. Please locate, identify and provide cross-sectional details of screening material in the construction documents.

- 3.15 The following requirements of the Building Division are applicable to this proposal:
- 3.15.1 Submit six (6) fully dimensioned sets of architectural, structural, electrical, mechanical, plumbing and sewer drawings for plan check submittal. Use an approved scale. The minimum sheet size for blueprints shall be 18 inches by 24 inches. Two sets shall be **“stamped approved”** by the Covina Planning Division and include the Building Section’s comments for consultant review. This project must comply with the 2007 California Building Standards and 2008 energy code. Projects that procure permits on or after January 1, 2011 will be required to comply with the 2010 California Building Standards. A separate permit is required for demolition, grading, and construction. Additional structural details and complete plans will be required at Building Section submittal including setbacks from existing buildings and property lines.
 - 3.15.2 Two sets each of structural and energy calculations shall be submitted with the above mentioned plans. Provide engineered grading and drainage documents along with soils, geology and liquefaction reports. All calculations and plans must bear an original signature from the documented author and comply with the California Business and Professions Code for licensed design professionals. Note: compaction reports and pad location certifications by project civil engineer are required prior to footing and foundation inspection approval.
 - 3.15.3 This project must comply with Federal and State Accessibility requirements to and throughout the building. Include compliance methods and additional details on the plans for this proposed construction.
 - 3.15.4 Demolition and renovations activities require an asbestos containing materials (ACM) survey. (SCAQMD RULE 1403) The ACM report shall be prepared by an accredited testing laboratory in accordance with SCAQMD rules and regulations. Proof of notification to the South Coast Air Quality Management District (SCAQMD), Office of Operations, shall be submitted to the Building Division with your permit application for all renovations and demolition activities. Contact the SCAQMD at the address or number below for more information. Once any demolition activity has been approved by the SCAQMD, a formal demolition plan and permit must be obtained from the Building Division. **SCAQMD Headquarters; 21865 Copley Drive, Diamond Bar, CA, (909) 396-2381.**
 - 3.15.5 Los Angeles County Environmental Health (LACEH) plan approval for “food establishments” is required before any projects involving restaurants

or sales of prepackages foods. Contact the Los Angeles County Environmental Health at 626-430-5560 for more information on submittal and the plan review process.

- 3.15.6** The Los Angeles County Fire Department needs to review your construction plans. To expedite this process, you will need to contact one or more of their Regional plan check office(s). Appointments to discuss Fire Department requirements may be made between 7:30 a.m. and 10:30 a.m. The main office is located at 5823 Rickenbacker Road, Commerce, CA 90040-3027. Phone number is (323) 890-4125.

Regional plan check offices for the Los Angeles County Fire Department:

Glendora Office, Building Plan Review Only

231 W. Mountain View Avenue
Glendora, CA 91740
(626) 963-0067

Commerce Office, Sprinkler & Alarm Plan Review

5823 Rickenbacker Road
Commerce, CA 90040-3027
(323) 890-4125

Commerce Office, Land Development / Access

5823 Rickenbacker Road
Commerce, CA 90040-3027
(323) 890-4243

- 3.15.7** The City of Covina has formally adopted a public noticing program for residential construction projects to provide the public with an opportunity to verify the validity of construction within their neighborhoods. This program requires the property owner and/or contractor to place a sign 14" high x 22" wide using a minimum black 24 point font (Arial) on a white background. The noticing sign must be suitable for outdoor use and placed within the front yard where it is clearly visible from the public right-of-way. The following items must be included on the residential noticing sign:

- A) Address of construction project
- B) Type of construction project
- C) Name of contractor/owner
- D) Telephone number of contact person
- E) Contractor's license number
- F) Permit number with date of issuance
- G) City of Covina Building Division telephone number

H) Construction activity within 500' of a residential zone is prohibited Monday through Saturday from 8pm-7am and all day on Sundays or Holidays unless specially permitted.

3.15.8 School District application and approval including any related fees must be provided before permit issuance.

3.15.9 City impact fees will be calculated during the site plan review process and will be due upon final inspection of the first residential unit. Impact fees shall not be pro-rated between phases.

3.15.10 On the cover sheet of the plans, specify any items requiring special inspection, in a format easily understood. Section 106.3.2.

3.15.11 When special inspection is required, the architect or engineer of record shall prepare an inspection program, which shall be submitted to the building official for approval prior to issuance of the building permit. Please review Section 106.3.5.

3.15.12 On the cover sheet of the plans, specify any items that will have a deferred submittal (trusses, etc.). Additionally, provide the following note on the plans, per Sec. 106.3.4.2: "Submittal documents for deferred submittal items shall be submitted to the architect or engineer of record, who shall review them and forward them to the building official with a notation indicating that the deferred submittal documents have been reviewed and that they have been found to be in general conformance with the design of the building. The deferred submittal items shall NOT be installed until their design and submittal documents have been approved by the building official."

3.15.13 In Seismic Zone 4, structural observation is required if the value of N_a from Table 16-S is greater than one. Exceptions: One and two-story R3 and U occupancies. Section 1702. If applicable, note on the plans that "Structural observation by the engineer/architect shall be performed. A statement in writing shall be given to the building official, stating that the site visits have been made and whether or not any observed deficiencies have been corrected to conform to the approved plans and specifications.

3.15.14 Show on the title sheet all structures, pools, walls, etc. included under this application. Any portion of the project shown on the site plan that is not included with the building permit application filed should be clearly identified as "not included." Section 106.3.3.

3.15.15 Clearly show the maximum building height based on the definition in Section 209. Plot the finish grade (as defined) on the elevations and dimension the distance to the floor above, for story determination.

3.15.16 Show locations of permanently wired smoke detectors with battery backup:

- (a) Inside each bedroom.
- (b) Centrally located in corridor or area giving access to sleeping rooms.
- (c) On each story.
- (d) In the basement, if part of the dwelling unit.
- (e) When sleeping rooms are upstairs, at the upper level in close proximity to the stair.
- (f) In rooms adjacent to hallways serving bedrooms, when such rooms have a ceiling height 24 inches or more above the ceiling height in the hallway.

NOTE: Detectors shall sound an alarm audible in all sleeping areas of the unit. Section 310.9.1.

3.15.17 Indicate on the Title Sheet of the plans that a separate building permit is required for all masonry walls over three foot in height. Building permit required for all retaining walls. Provide engineered construction details when a permit is required.

3.15.18 The Building Division plan check process may address additional concerns.

3.16 The following requirements of the Public Works Department, Engineering Division are applicable to this proposal:

3.16.1 File a Final Tract Map acceptable to the City and the Los Angeles County Recorder for Recordation with dedications of all necessary easements and rights of way for acceptance by the City Council.

3.16.2 For a Tract Map filed under the provisions of a "Vesting Map"; under the City Subdivision Ordinance show individual Units to be developed.

3.16.3 Current owner(s) shall sign a form (prepared by the Engineering Division) requesting that the subject property be annexed to the Covina Lighting and Landscaping Districts. Once the property is annexed to these Districts, the

property owner(s) will be periodically assessed for street light energy, landscaping and appurtenant maintenance costs.

- 3.16.4** The provisions of Chapter 16 of the Covina Municipal Code entitled "Subdivision" apply to this project and all on and off-site improvements will be required (refer to Condition 3.13.13).
- 3.16.5** A copy of a current grant deed or title policy showing the current record owner(s) and legal description of the subject property must be submitted for review prior to deeming the project complete.
- 3.16.6** The developer must apply and ultimately obtain approval from the City Council for the vacations of the public alley and portion of School Street as proposed.
- 3.16.7** A Lot Line Adjustment (LLA) shall be required for the area taken in the construction of the proposed cul-de-sac on School Street. The area for the cul-de-sac will cause the removal of two standard parking spaces within the Police Department parking lot north of School Street. In addition, the City's maps identify School Street with a width of 29-1/2-foot from centerline. The LLA shall be incorporated into the tract map by identifying the adjacent properties affected, providing the necessary legal descriptions, and adding the property owner(s) to the map and pending subdivision application.
- 3.16.8** Install irrigated and landscaped bulb outs on the easterly side of Citrus Avenue at the northeasterly corner of Citrus and Italia Street and the southeasterly corner of the current intersection of Citrus and School Street. Ongoing irrigation and maintenance will be the responsibility of the property owner.
- 3.16.9** The owner/developer must install the following public improvements in accordance with the city standards or APWA Standard Plan:
- (a)** Widen the north side of Italia Street to provide a uniform width of 36 feet from curb-to-curb from Citrus Avenue to Second Avenue. Construct brick sidewalk, driveway approach(es), curb and gutter, street paving, street trees, and any required drainage facilities on Citrus Avenue and the north side of Italia Street along the development's frontage. Improve Italia Street from the westerly terminus of concrete pavement to Second Avenue to entail a full-width, 2-inch deep grind and asphaltic concrete overlay to be performed per City standards.

- (b) Install decorative street light poles with underground wiring adjacent to subject property on Italia Street with the same designed pattern of street light on Citrus Avenue.
- (c) At School Street, match existing 5-foot concrete sidewalk from proposed cul-de-sac to Second Avenue on the south side of the Street.
- (d) Vacate existing sewer main easements on site and transfer the ownership of existing sewer main to developer.
- (e) The proposed private sewer main must meet Public Works requirements and be in conformance with Los Angeles County Code Title 20.
- (f) Connect all units of the development to the public sewer line.
- (g) Install wheelchair ramp on the northeast corner of Citrus Avenue and Italia Street per APWA standard plan.
- (h) Remove and replace broken or raised portion of existing brick sidewalk on Citrus Avenue adjacent to the project site.
- (i) Indicate on plans and install bike rack in location acceptable to the Public Works Department and Covina Redevelopment Agency.
- (j) Indicate on plans that north/south drive aisle (current existing alley) will remain open.

3.16.10 Faithful performance or cash bond covering the required public improvements must be submitted.

3.16.11 Engineering and inspection fees are required (amounts will be those in effect at the time of permit issuance).

3.16.12 A complete public improvement construction drawing for Italia Street and School Street must be prepared by a licensed civil engineer in conformance with Engineering Division requirements and submitted for approval.

3.16.13 A quantity and cost estimate of all required public improvements must be submitted. The required bond amount, engineering fee, and inspection fee will be based on the total cost of the project. The construction of all public improvements must be included in Phase 1 of the proposed project.

3.16.14 All utilities must be placed underground and underground cable television services must be provided to serve the new residents.

- 3.16.15**The contractor constructing the public improvements must obtain a city business license, public improvement permit, and meet the city's insurance requirements.
- 3.16.16**Pay all necessary fees; for Plan Checking, Permit Issuance and Inspection.
- 3.16.17**Comply with pertinent conditions of the adopted Downtown Specific Plan, including but not limited to:
- (a)** All sidewalk hardscape along Citrus Avenue and Italia Street development frontage shall be brick pavers matching in type, color and pattern to existing locations in the Downtown Center.
 - (b)** Street electroliers lighting shall have Victorian style poles, with dual luminaries, matching in style and illumination those presently within the Downtown Center.
- 3.16.18**Comply with conditions of Public Works, Water Division and Street Maintenance Division.
- 3.16.19**Provide improvement plans prepared by a Registered Civil Engineer to be approved by the City. No construction permits shall be issued without proper Contractor's license, Insurance Certificates and proper securities guaranteeing completion of the work.
- 3.16.20**Provide Street Trees. The species, size and spacing shall be determined by the Engineering Division as shown in the Street Tree Master Plan.
- 3.16.21**Interior Streets: Indicate on Final Map and other appropriate documents that interior streets shall be private and not to be maintained by the City. Provide proposed street section and pavement materials and thickness.
- 3.16.22**Street Names of Private Streets and House Numbering shall be established by the City Engineering Division.
- 3.16.23**Submit Plans, prepared by a Registered Civil Engineer for both on-site and off-site sewers.
- 3.16.24**Submit more detailed calculations showing accumulated peak flows. Convert fixture units to units of cubic feet per second and show depth of flow in relation to soffit of pipe for both on-site and off-site sewers.

- 3.16.25** Pay Sewer Impact Fees as adopted by the City Council or, in lieu of payment thereof, design and construct equivalent main line sewer upgrade commencing with a new connection at Los Angeles County trunk main sewer (S-3902) located in Badillo Street.
- 3.16.26** Pay all sewer connection fees, including inspection and testing required by the Los Angeles County Sanitation Districts and City of Covina.
- 3.16.27** Make provisions for service of all existing house connections without interruption of service.
- 3.16.28** Comply with all requirements of the City Environmental Division.
- 3.16.29** Submit a formal Hydrology plan with calculations for review by this Division and the Los Angeles County Department of Public Works.
- 3.16.30** If on-site retention is necessary, provide plans for retention basins and storage. This may be integrated with landscape designs.
- 3.16.31** Comply with requirement of Environmental Division for appurtenances to catch basins, including filtering devices.
- 3.16.32** Provide final Soils and Geologic study prepared by a Licensed Soils Engineer or Geologist for review by this Division with recommendations for implementation with the Grading work.
- 3.16.33** Provide final Grading Plan signed by a Registered Civil Engineer and agreeing to the provisions of the City Building Code for Supervised Grading.
- 3.16.34** Provide acceptable provisions for dust and erosion control satisfactory to this Division and the Environmental Division including compliance with all appropriate provisions of the Clean Water Act and supplemented by SWPPP provisions of the City and County.
- 3.16.35** Permittee shall submit a proposed Haul Route with Permit.
- 3.16.36** Submit a sufficient Grading Bond to ensure City with funds to correct site conditions should default occur.
- 3.16.37** Engineer and Soils Engineer shall submit regular reports and certifications ensuring proper building pad construction.

- 3.16.38** Comply with Demolition requirements of the Building Division.
- 3.16.39** Submit structural calculations for all wall construction in excess of 5 feet in height or any wall retaining earth embankment.
- 3.16.40** Comply with requirements of Water Division of the City and Los Angeles County Fire Department including Land Division Section.
- 3.16.41** Since this is a proposed 3-story high density dwelling development, provide a report satisfactory to the Building, Engineering, Water Divisions and County of Los Angeles County Fire Department that interior network system will receive both sufficient domestic and fire flow at peak demand times. Indicate need for any pressure pumps and sufficient backflow/check valve assemblies.
- 3.16.42** Obtain approval of Water Division for all proposed materials and appurtenances, by manufacture and ASTM certifications.
- 3.17** The following requirement of the Public Works Department, Water Division is applicable to this proposal:
 - 3.17.1** The applicant shall meet with officials from the Public Works Department, Water Division, and fulfill all Division requirements concerning general water service, fire hydrant adequacy, and any other identified water issues concerning the project.
- 3.18** The following requirement of the Public Works Department, Environmental Services Division is applicable to this proposal:
 - 3.18.1** The proposal for the subject project meets one of the criteria for a planning priority project as defined in the NPDES Development Planning model program for storm water management, i.e., it is a development with ten or more unit homes, it is a development with one acre or more of impervious surface area, and it has a parking lot with 25 or more parking spaces. It must comply with the general sections of the Standard Urban Storm Water Mitigation Plan (SUSMP), including mitigation (infiltration or treatment) of storm water runoff, and with the specific sections pertaining to the above criteria. A copy of the SUSMP is available in Environmental Services.
 - 3.18.2** The developer must provide verification of the maintenance provisions for any structural and treatment control Best Management Practices selected to comply with SUSMP requirements.

3.18.3 In accordance with the Development Model Program, the developer will have to show, prior to receiving a grading or building permit, proof of a Waste Discharger Identification (WDID) Number for filing a Notice of Intent (NOI) for coverage under the State General Construction Activities Storm Water Permit and a certification that a Storm Water Pollution Prevention Plan has been prepared. If soil is disturbed during the rainy season (Nov. 1 through April 15), the developer will have to prepare and implement a Wet Weather Erosion Control Plan. The project must meet the minimum development construction requirements while under construction:

- (a) Sediments generated on the project site shall be retained using adequate Treatment Control or Structural BMP's;
- (b) Construction-related materials, waste, spills, or residues shall be retained on the project site to avoid discharge to streets, drainage facilities, receiving waters, or adjacent properties by wind or runoff;
- (c) Non-storm water runoff from equipment and vehicle washing and any other activity shall be contained at the project site.

3.19 The following requirement of the Los Angeles County Fire Department, Land Development Unit, Fire Prevention Division are applicable to this proposal:

3.19.1 Plans shall be submitted to the Fire Protection Engineering Section of the Los Angeles County Fire Department for approval. Contact Jerry Cantu at (323) 890-4243.

3.19.2 Refer to attached Fire Department Conditions and approved plan dated July 7, 2010 for 1) Subdivision and 2) Water System Requirements (Received by the City of Covina on July 12, 2010).

3.20 The following requirement of the Covina Police Department are applicable to this proposal:

3.20.1 If an alarm system is installed that would alert and necessitate police response, the alarm system must be registered. Contact Jody Collins, S.A.F.E. Program, at (626) 858-4479.

4.0 PRIOR TO THE ISSUANCE OF CERTIFICATES OF OCCUPANCY/FINAL BUILDING PERMITS:

- 4.1** All building and site improvements along with landscaping and irrigation must be installed in accordance with plans and information on file with the Planning, Building, and Engineering Divisions, and the irrigation systems must be fully operational. Furthermore, all on-site landscaped areas must be maintained free of weeds and debris.
- 4.2** All exterior lighting fixtures must be installed in accordance with plans and analyses on file with the Planning and Building Divisions, and the lighting fixtures must be fully operational.
- 4.3** The project site must be clean and free of trash and construction debris, and all construction equipment must be removed from the site.
- 4.4** Any broken, damaged, or blighted features of the property or any building(s) thereon shall be repaired or removed.
- 4.5** The applicant must comply with all of the requirements listed above as well as requirements determined during the Building Plan Check process.