



City of Covina/Covina Redevelopment
Agency/Covina Public Finance Authority
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, October 19, 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, Redevelopment Agency, Public Finance Authority 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/Public Finance Authority 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/Public Finance Authority 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/Public Finance Authority unless listed on agenda, which has been posted not less than 72 hours prior to meeting.
- If you challenge in court any discussion or action taken concerning an item on this Agenda, you may be limited to raising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting.
- The Deputy City Clerk of the Covina City Council hereby declares that the agenda for the **October 19, 2010**, Regular City Council meeting was posted on **October 14, 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.

October 19, 2010

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:
DESIGNATED REPRESENTATIVE: Robert Neiuber, Comm. Development Director
- Covina Valley Unified School District – 120 East School Street (APN: 8430-027-900)
 - Covina Valley Unified School District – Vacant Land South Side Puente Street at Third Avenue (APN: 8444-021-904)
 - Mercy Moreno – 147-151 East College Street (APN: 8445-001-918)
 - Off Citrus – 114 E. Italia Street (APN: 8445-001-905)
 - Charlie Park – 116 E. School Street (APN: 8430-027-009)
 - Pat Fore – 326 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)
 - Yen Yao Hsih (APN 8431-028-007)
 - Yen Yao Hsih (APN 8431-028-025)
 - Yen Yao Hsih (APN 8431-028-026)
 - Yen Yao Hsih (APN 8431-028-029)
- B. G.C. §54956.9(c) – CONFERENCE WITH LEGAL COUNSEL – Initiation of Litigation
Number of Cases: One (1)
- C. G.C. §54957 – CONFERENCE WITH LEGAL COUNSEL – Existing Litigation
Worker's Compensation Case No. # ADJ7366444 – Salinas v. City of Covina
- D. G.C. 54957.6 – CONFERENCE WITH LABOR NEGOTIATORS
AGENCY DESIGNATED REPRESENTATIVE: Anthony Arroyo, Human Resources
Director
EMPLOYEE ORGANIZATIONS: Police Management Group
Unaffiliated Employees

RECESS

**CITY COUNCIL/REDEVELOPMENT AGENCY/PUBLIC FINANCE
AUTHORITY**

JOINT MEETING—OPEN SESSION

7:30 p.m.

CALL TO ORDER

ROLL CALL

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

PLEDGE OF ALLEGIANCE

Led by Council Member Low

INVOCATION

Led by the Covina Police Chaplain Jerry Gunderson

PRESENTATIONS

Proclamation in recognition of Breast Cancer Awareness Month

Proclamation in recognition of Red Ribbon Week

Recognition of Dare to Care Event Coordinators

Presentation of the Water Billing Status

PUBLIC COMMENTS

To address the City Council/Redevelopment Agency/Public Finance Authority please complete a yellow Speaker Request card located at the entrance and give it to the City Clerk/Agency Secretary. Your name will be called when it is your turn to speak. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed. Those wishing to speak on an item NOT ON THE AGENDA will be heard at this time. State Law prohibits the Council/Agency Members from taking action on any item not on the agenda. Individual speakers are limited to five minutes each.

COUNCIL/AGENCY COMMENTS

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

CITY MANAGER COMMENTS

CONSENT CALENDAR

All matters listed under consent calendar are considered routine, and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Council/Redevelopment Agency/Public Finance Authority 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 October 5, 2010 Regular City Council/Redevelopment Agency Meeting.
- CC 2. City Council to approve Payment of Demands in the amount of \$4,386,888.65.
- CC 3. City Council to adopt **Ordinance No. 10-1988**, amending Title 1 and Title 8 of the Covina Municipal Code pertaining to Code Enforcement Activities.
- CC 4. City Council to approve the Employment Agreement between the City of Covina and Dilu De Alwis for Director of Finance.
- CC 5. City Council to:
- a) adopt **Resolution No. 10-6896**, calling and giving notice of the holding of a General Municipal Election to be held on Tuesday, March 8, 2011, for the election of certain officers as required by the provisions of the laws of the State of California relating to general law cities.
 - b) adopt **Resolution No. 10-6897**, requesting the Board of Supervisors of the County of Los Angeles to render specified services to the City of Covina relating to the conduct of a General Municipal Election.
 - c) adopt **Resolution No. 10-6898**, adopting regulations for candidates for elective office pertaining to candidates statements submitted to the voters at an election to be held on Tuesday, March 8, 2011.
- CC 6. City Council to receive and file the Public Works Department Monthly Activity Report.
- CC 7. City Council to:
- a) Approve the Annual Report of the Advisory Board of the Downtown Covina Business Area Enhancement District (BAED).
 - b) Adopt **Resolution No. 10-6901**, declaring its intent to levy an annual assessment for the Fiscal Year 2010-11 in the Downtown Business Area Enhancement District, and establishing the date, time and place for the public hearing.
- CC 8. Redevelopment Agency to approve Payment of Demands in the Amount of \$156,629.81.

CONSENT CALENDAR CONT

- CC 9. Redevelopment Agency to approve the Relocation and Lease Termination Settlement Offer/Agreement with Candy Connection as part of the Olson Citrus Walk Project.
- CC 10. Finance Authority to adopt **Resolution No. 10-09**, establishing the posting of meetings of the Covina Public Financing Authority.

PUBLIC HEARING

- PH 1. City Council consideration of revocation of Conditional Use Permits #87002 and 99-001 and Business License #02784 for the establishment commonly known as “The Well” bar, located at 989 West San Bernardino Road, Covina, California 91722.

Staff Recommendation:

- a) Conduct a Public Hearing; and
- b) Approve the revocation of Conditional Use Permits #87002 and 99-001 and Business License #02784 for the establishment commonly known as “The Well” bar, located at 989 West San Bernardino Road, Covina, California 91722.

CONTINUED BUSINESS

- CB 1. Update on the Strategic Plan
- CB 2. City Council to renew Business License and Certificate of Public Convenience and Necessity for Southern California Transcorp Incorporated, DBA, Yellow Cab Company of San Gabriel Valley.
- CB 3. City Council to renew Business License and Certificate of Public Convenience and Necessity for Diversified Transportation Incorporated, DBA, Pomona Yellow Cab Company.

ADJOURNMENT

The Covina City Council/Redevelopment Agency/Public Finance Authority will adjourn to the Strategic Planning Meeting to be held on **Tuesday, October 26, 2010**, First Presbyterian Church of Covina, Williams Hall, located at 310 North 2nd Avenue, Covina, California, 91723-2182.



**MINUTES OF THE OCTOBER 5, 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 Delach called the City Council/Redevelopment Agency meeting to order at 6:35 p.m. and recessed to closed session.

ROLL CALL

Council Members Present: Allen, Low, Stapleton, King, Delach
Council Members Absent: None

Staff Members Present: City Manager, City Attorney, Police Chief, Police Lieutenant, Fire Battalion Chief, Community Development Director, Assistant Public Works Director, Redevelopment Manager, Finance Director, Parks and Recreation Director, Human Resources Director, Human Resources Management Analyst, Communications Manager, Redevelopment Manager, Deputy City Clerk

**AGENDA
POSTING
DECLARATION**

The Deputy City Clerk of the Covina City Council hereby declares that the agenda for the October 5, 2010 Regular City Council/Redevelopment Agency meeting was posted on September 30, 2010 near the front entrance of City Hall, 125 East College Street, Covina, in accordance with §54954.2 (a) of the Government Code.

**CLOSED
SESSION**

**A. G.C. 54957– PUBLIC EMPLOYEE PERFORMANCE
EVALUATION**

TITLE: City Attorney

B. G.C. 54956(c) – CONFERENCE WITH LEGAL COUNCIL

Initiation Litigation

Number of Cases: One (1)

**C. G.C. 54956.9 – CONFERENCE WITH REAL PROPERTY
NEGOTIATOR –NEGOTIATIONS TO INCLUDE BOTH PRICE
AND TERMS:**

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- CIT Small Business Lending Corporation – Barranca Investments, Inc. and Antonio Escobar – 504 N. Barranca Avenue (APN: 8429-009-019)

**CITY ATTORNEY
ANNOUNCEMENT**

The City Attorney, Marco Martinez, announced there were no reportable actions related to Closed Session items A and B; he further announced that the Council/Agency discussed two items listed under Closed Session item C and will reconvene to closed session at the conclusion of the regular meeting.

CONVENE THE MEETING The City Council/Redevelopment Agency meeting reconvened at 7:31 p.m.

PLEDGE OF ALLEGIANCE Council Member Low led the Pledge of Allegiance.

INVOCATION Covina Police Chaplain Jerry Gunderson gave the invocation.

PRESENTATIONS

Mayor Delach called Battalion Chief James Gandy of the Los Angeles County Fire Department, along with the Firefighters from Station 15, to the podium and presented a proclamation in Recognition of Fire Prevention Week. Battalion Chief Gandy urged the importance of maintaining residential smoke detectors.

Mayor Delach called Kay Manning to the podium and presented a recognition for the Covina Yellow Ribbon Project - September 11 Car Show. Kay Manning expressed appreciation to all those involved with the event and read a letter from a soldier currently serving in Afghanistan.

Mr. Bob Cruz, Public Affairs Manager, and Dan McMillan, Field Operations Supervisor, with Southern California Gas Company provided an overview of pipeline safety. Mr. Cruz reported that Southern California Gas Company meets or exceeds federal and state regulations for pipeline safety and summarized their pipeline inspection procedure. Mr. Cruz encouraged consumers to visit their website at www.solcargas.com and added residents should call 800-427-2200 if they smell gas.

PUBLIC COMMENTS Richard Jett with the Covina Center for the Performing Arts (CCPA) highlighted the upcoming events for the 2011 season. He invited Council and members of the public to the Elvis Presley tribute. For additional information or to purchase tickets visit CCPA's website: <http://www.covinacenter.com/>.

COUNCIL/AGENCY COMMENTS Council Member Low stated he met with a resident to discuss her recent water bill. He stated that on September 1, 2010 she received a bill for \$186, which she paid electronically. He stated that soon thereafter she received another bill for \$454; however, it did not have the credit from the previously paid bill. Council Member Low stated that the resident went to City Hall to express her concerns and no one has got back to her.

Mayor Delach confirmed that Council is aware of the current billing situation, which is a product of instituting a new accounting system along with the recent water rate changes. Mayor Delach stated the setback has been unfortunate. She offered an apology to the Covina citizens. She stated that there would be no late fees for 90 days and no water would be turned off until all the current concerns are addressed.

Mayor Delach stated that Staff is working through the concerns as quickly as possible.

City Manager Daryl Parrish reported that during the billing transition, payments that were received do not show credited on current statements. He added that Staff is working diligently to clear up the inaccuracy.

Council Member Allen expressed his apologies to the Covina citizens for the technical setbacks experienced with the water billing and reaffirmed the need to correct the problem quickly.

Council Member Stapleton inquired that if tier one usage is based on 30-days and if the consumer is billed at 42-days, then would part of the tier two billing, be tier one billing.

Further discussion continued regarding the water billing. Council requested Staff provide an updated report and requested the software vendor as well as Covina Irrigating Company (CIC) attend to address concerns.

Mayor Pro Tem King stated that Southern California Edison is offering free energy-efficiency upgrades to small businesses. He added The Direct Install Survey is for businesses that use less than 100 kilowatts of power. Representatives from Southern California Edison would be going door to door during mid-October.

Council Member Stapleton reminded the public about operational Cooling Centers during heat advisory days.

Council Member Allen thanked Mr. Jett for speaking about the upcoming events at the Covina Center for Performing Arts.

Mayor Delach announced a new free internet-based resource available for job seekers called Work Radius. This free resource is located at City Hall in the Human Resources Department during regular business hours. Mayor Delach stated there is a free Smart Gardening Beginning Workshop for all Los Angeles County residents taking place on Saturday, October 16, 2010 at Charter Oak Park. For additional information, visit the City's website: www.covinaca.gov. Mayor Delach reminded everyone about the Thunderfest Car Show and Music Festival scheduled for Saturday, October 23, 2010. For additional information, contact the Parks and Recreation Department at (626) 384-5340 or the Chamber of Commerce at (626) 967-4191.

**CITY MANAGER
COMMENTS**

City Manager Daryl Parrish reported on the positive feedback received regarding a new program at the Covina Library called Baby Storytime. City Manager Parrish stated Consent Calendar item CC6 is an AB1234 report for the attendance of the League of California Cities general conference.

**CONSENT
CALENDAR**

On a motion by Council Member Stapleton, seconded by Council Member Low, the City Council/Redevelopment Agency approved Consent Calendar items CC1, CC3, CC4, CC5, CC6, CC7, CC10, CC11, CC12, CC14, CC15 and CC16. Motion carried 5-0. Consent Calendar items CC2, CC8, CC9, CC13 were removed from the Agenda for further discussion.

**REGULAR CITY
COUNCIL/CRA
MEETING MINUTES
CC1**

City Council approved the Minutes of the September 21, 2010 Regular City Council/Redevelopment Agency Meeting.

**SERVICE CREDIT
PURCHASES
CC2**

City Council adopted **Resolution No. 10-6891**, allowing Miscellaneous and Safety Employees of the City of Covina to buy service credit with pre-tax dollars.

Council Member Low inquired if there would be a cost to the City, to which City Manager Parrish responded, the Resolution would allow employees to purchase service years and corrects that a group of employees be formally recognized.

On a motion by Council Member Stapleton, seconded by Council Member Low, the City Council approved Consent Calendar item CC2, adopting **Resolution No. 10-6891**. Motion carried 5-0.

**PERS - MEMBER
CONTRIBUTION
CC3**

City Council adopted **Resolution No. 10-6892**, requiring Civilian members of the Police Association of Covina (PAC) employee group to pay 3% of the Employer Paid Member Contribution to PERS; and adopted **Resolution No. 10-6893**, requiring sworn members of the Police Association of Covina (PAC) hired after January 1, 2011, to pay 3% of the Employer Paid Member Contribution to PERS.

**CARRY OVER OF CERTAIN
FUNDS
CC4**

City Council adopted **Resolution No. 10-6890**, approving the carry over of certain funds from Fiscal Year 09-10 to Fiscal Year 10-11.

**CARRY OVER OF
CERTAIN FUNDS
CC5**

Redevelopment Agency adopted **Agency Resolution No. 10-641**, approving the carry over of certain funds from the Fiscal Year 09-10 to Fiscal Year 10-11.

**SALES TAX REPORT
CC6**

City Council received and filed the 1st quarter 2010 sales tax report.

**CODE ENFORCEMENT
ACTIVITIES
CC7**

On a motion by Council Member Stapleton, seconded by Council Member Low, the City Council introduced and waived full reading of **Ordinance No. 10-1988**, first reading of an ordinance amending Title 1 and Title 8 of the Covina Municipal Code pertaining to code enforcement activities. Motion carried 5-0.

**RENEW BUSINESS
LICENSE
CC8**

City Council requested a continuation to renew a Business License and Certificate of Public Convenience and Necessity for Southern California Transcorp Incorporated, DBA Yellow Cab Company of San Gabriel Valley.

**RENEW BUSINESS
LICENSE
CC9**

City Council requested a continuation to renew a Business License and Certificate of Public Convenience and Necessity for Diversified Transportation, Incorporated, DBA Pomona Yellow Cab.

Neil Evans attorney representing Triple-A Yellow Cab referenced the City's municipal code and stated that some details are missing, such as the need for a certificate of public convenience. Mr. Evans stated that his client was recently advised that his 2009 application, to increase its taxi fleet from three to five, was denied because of their site plan.

Terri Berger stated she has been conducting taxi service business in the City since 1989. Ms. Berger stated they have had difficulty re-licensing in the last few years.

Mayor Delach asked if Mr. Evans could meet with Staff regarding the concerns and requested a continuance for Consent Calendar items CC8 and CC9.

On a motion by Council Member Stapleton, seconded by Council Member Allen, the City Council continued consent calendar items CC8 and CC9 to the meeting held on October 19, 2010. Motion carried 5-0.

**REINVEST ENERGY
SAVINGS
CC10**

City Council received and filed a report for the consideration of the adoption of a policy to reinvest Energy Savings in future Energy Efficiency Programs.

**ANNUAL REPORT –
PROSPERO PARK OWNERS
ASSOCIATION
CC11**

City Council approved the Annual Report of the Prospero Park Owners Association Business Area Enhancement District (BAED) and adopted **Resolution No. 10-6889**, declaring its intent to levy an annual assessment for the fiscal year 2010-2011 in the Prospero park Business Area Enhancement District, and establishing the date, time and place for the public hearing.

**BUSINESS FRIENDLY
PRINCIPLES
CC12**

City Council adopted **Resolution No. 10-6894**, in support of "Business Friendly Principles" as part of SCAG's development of a Southern California Economic Growth Strategy.

**FUND ALLOCATION FOR
SPECIAL ECONOMIC
DEVELOPMENT
CC13**

City Council approved a recommendation on use of approved funds from the Housing and Community Development 2010-2011 funding allocation for Special Economic Development.

Council Member Low expressed a concern with this merchant receiving a prior grant for \$25,000 related to job training and now awarding this application for \$50,000. Council Member Low stated that there are a number of manufacturing companies and employers, which may not be aware of such grant programs, which could offer programs to create jobs or training opportunities.

Council Member Stapleton stated the job retention program has been around for a number of years with many businesses applying for assistance. Council Member Stapleton suggested advertising in the Covina Chamber publication.

Mayor Pro Tem King stated this business meets all the criteria requirements, adding he is in favor of the recommendation.

On a motion by Council Member Stapleton, seconded by Mayor Pro Tem King, the City Council/Redevelopment Agency approved Consent Calendar item CC12, funding allocation for Special Economic Development. Motion carried 4-1, with Council Member Low voting no.

**NOTICE OF COMPLETION
CC14**

City Council approved a notice of completion for Park Maintenance Shop Restoration Project #F-1008 with contractor John Joseph Mooers Construction.

**LIBRARY INTERNET
RESOURCES POLICY
CC15**

City Council approved the Covina Public Library Wireless, Wired Internet, Electronic and Printing Resource Policy.

**REPORT ON 2010
LEAGUE ANNUAL
CONFERENCE
CC16**

City Council received and filed a report on Council Member Kevin Stapleton and City Manager Daryl Parrish attendance at the League of California Cities Annual Conference.

**NEW BUSINESS
ANNUAL
STOCKHOLDERS
MEETING
NB 1**

On a motion by Mayor Pro Tem King, seconded by Council Member Stapleton, the City Council received notification of the Covina Irrigating Company Annual Stockholders Meeting; and designated the City Attorney as Proxy and City Manager, Daryl Parrish, as Alternate Proxy. Motion carried 5-0.

**CONTRACT WITH
TYLER
TECHNOLOGIES
NB 2**

City Council adopted **Resolution No. 10-6895**, authorizing City Manager and City Attorney to execute a contract with Tyler Technologies for a Financial, Payroll & Human Resources Software System Solution and amending the Information Technology Budget by \$100,000 for Fiscal Year 2010-2011.

Finance Director Dilu De Alwis gave a report on a proposed software system, which would upgrade the financial records for the City. He stated Staff conducted an extensive review process with four software vendors and determined that Tyler Technologies best fit the needs of the City. Finance Director De Alwis reported that it is Staff's recommendation that the Council authorize the City Manager to negotiate and execute a software services and support agreement.

Council Member Stapleton inquired about the other vendor proposals and stated that the cost seemed extensive and further discussion continued regarding the final cost and transition from one system to another.

On a motion by Mayor Delach, seconded by Mayor Pro Tem King, the City Council authorized the City Manager and City Attorney to negotiate software services with Tyler Technologies and return to City Council with a final agreement and revised staff report. Motion carried 5-0.

**SOLID WASTE
DISPOSAL
OPTIONS AND
ALTERNATIVES
NB 3**

On a motion by Mayor Pro Tem King, seconded by Council Member Stapleton, the City Council received and filed the Solid Waste Disposal Options and Alternatives report and directed Staff to return to the City Council with a report on possible alternative disposal opportunities available in partnership with the City's licensed solid waste hauler, Athens Services. Motion carried 5-0.

**CONTINUED BUSINESS
CULTURAL ARTS
ADVISORY COMMISSION
APPOINTMENTS
CB 1**

On a motion by Council Member Low, seconded by Council Member Stapleton, the City Council appoints applicants: Kathryn Ennis, Ann Hall and Andres Hernandez to the Cultural Arts Advisory Commission. Motion carried 5-0.

**CONVENED TO CLOSED
SESSION**

At 9:06 p.m., Mayor Delach convened the City Council/Redevelopment Agency meeting into Closed Session. There were no announcements. The City Attorney noted there should be no reportable actions.

ADJOURNMENT

At 9:45 p.m., Mayor Delach adjourned the City Council/Redevelopment Agency meeting to the next Regular Meeting to be held on **Tuesday, October 19, 2010** at 6:30 p.m.

Catherine M. LaCroix
Deputy City Clerk/Agency Secretary

Approved this 19th day of October, 2010.

Peggy Delach, Mayor/Chairperson

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CC 2

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

ITEM TITLE: Payment of Demands

STAFF RECOMMENDATION:

Approve Payment of Demands in the amount of: **\$4,386,888.65**

BACKGROUND:

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

<u>DATE OF DEMANDS</u>	<u>DEMAND NUMBER</u>	<u>AMOUNT</u>
ACCOUNTS PAYABLE WARRANTS		
August 3, 2010	86508-86603	\$263,642.34
August 3, 2010	86604	\$100,513.00
August 3, 2010	86605-86610	\$27,444.03
August 4, 2010	86611-86634	\$187,178.63
August 10, 2010	86635-86720	\$142,426.94
August 10, 2010	86721	\$5,534.00
August 17, 2010	86722-86835	\$1,215,323.31
August 17, 2010	86836	\$1,170.00
August 18, 2010	86837-86859	\$189,324.93
August 24, 2010	86860-86978	\$439,156.52
August 26, 2010	86979-87065	\$290,410.18
August 27, 2010	87066	\$15,799.00
PAYROLL		
August 5, 2010		\$166,561.18
August 3, 2010 PAYROLL ADVANCE		\$384,000.00
August 19, 2010		\$163,534.75
August 17, 2010 PAYROLL ADVANCE		\$390,000.00
August 19, 2010 REFUND FOR HEALTH PREMIUM (CONDE)		\$731.80
August 31, 2010 PAYROLL ADVANCE		\$383,000.00
VOIDS		
August 31, 2010	85919,82133,82194, 85778	(\$16,396.56)
WORKERS COMPENSATION		
July 30, 2010	20385-20404	\$10,077.43
August 6, 2010	20405-20417	\$5,329.95
August 13, 2010	20418-20428	\$18,725.62
August 20, 2010	20429-20434	\$1,709.20
August 27, 2010	20435-20437	\$1,692.40
	GRAND TOTAL:	\$4,386,888.65

EXHIBITS:

A. ACCOUNTS PAYABLE REGISTER

<p>REVIEW TEAM ONLY</p> <p>City Attorney:  </p> <p> _____</p>	<p>Finance Director:</p>
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Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
AP00086508	V04747	10-8 RETROFIT	08/03/10	1,416.00	MW	OH	
AP00086509	V04342	ACE-1 AUTO SERVICE	08/03/10	631.79	MW	OH	
AP00086510	V07080	ADVANCED RESTORATION	08/03/10	6,695.79	MW	OH	
AP00086511	V06181	ADVANTAGE ARCHERY	08/03/10	303.80	MW	OH	
AP00086512	V05055	AGI ACADEMY	08/03/10	280.00	MW	OH	
AP00086513	V07158	AGUILAR, LOURDES	08/03/10	465.50	MW	OH	
AP00086514	V00040	AIRGAS-WEST	08/03/10	160.22	MW	OH	Payee Name different in Check DB
AP00086515	V07542	AKEY, MARJORIE	08/03/10	109.20	MW	OH	
AP00086516	V07014	ALAS, NINA	08/03/10	154.00	MW	OH	
AP00086517	V06814	ALLIANCE BUS LINE INC	08/03/10	739.09	MW	OH	
AP00086518	V07157	ANGELES, LEAH	08/03/10	465.50	MW	OH	
AP00086519	V07139	BETHKE, BETTY JO	08/03/10	65.34	MW	OH	
AP00086520	V00114	BLAKE PAPER CO	08/03/10	169.83	MW	OH	Payee Name different in Check DB
AP00086521	V06978	BRAINFUSE INC	08/03/10	5,500.00	MW	OH	
AP00086522	V00254	BRUNSWICK COVINA BOWL	08/03/10	773.50	MW	OH	Payee Name different in Check DB
AP00086523	V00139	CALIBER POOL AND SPA SVC	08/03/10	2,395.15	MW	OH	
AP00086524	V06540	CALIFORNIA PRODUCT	08/03/10	1,000.00	MW	OH	
AP00086525	V07038	CALLANDRILLO JR., GEORGE	08/03/10	315.00	MW	OH	
AP00086526	V07156	CALLISON, JACQUELYN	08/03/10	604.34	MW	OH	
AP00086527	V01508	CALPELRA	08/03/10	83.00	MW	OH	
AP00086528	V01595	CANON BUS SOLUTIONS INC	08/03/10	89.84	MW	OH	Payee Name different in Check DB
AP00086529	V07575	CARVIN CORP	08/03/10	300.00	MW	OH	
AP00086530	V03483	CASQA	08/03/10	275.00	MW	OH	
AP00086531	V05302	CELAYA, VERA FLORES	08/03/10	234.15	MW	OH	Payee Name different in Check DB
AP00086532	V00190	CHARTER OAK GYMNASTICS INC	08/03/10	1,445.85	MW	OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086533	V05555	CINTAS CORP #693	08/03/10	121.93	MW	OH		
AP00086534	V05948	CORBIN, CLARA	08/03/10	2,110.50	MW	OH		
AP00086535	V07572	COVARRUBIAS, OSCAR	08/03/10	155.00	MW	OH		
AP00086536	V00837	COVINA WATER & REFUSE, CITY O	08/03/10	55.82	MW	OH		Payee Name different in Check DB
AP00086537	V04005	CSAC EXCESS INS AUTHORITY	08/03/10	106,317.00	MW	OH		
AP00086538	V01576	CURLEY, JOHN	08/03/10	189.64	MW	OH		Payee Name different in Check DB
AP00086539	V07016	DOMINAIDE	08/03/10	43.03	MW	OH		
AP00086540	V00175	EDISON CO	08/03/10	18,710.29	MW	OH		
AP00086541	V00307	EDS AUTO PARTS	08/03/10	205.18	MW	OH		
AP00086542	V00176	FEDEX	08/03/10	13.98	MW	OH		
AP00086543	V00339	FOOTHILL PRESBYTERIAN HOSPITA	08/03/10	115.05	MW	OH		Payee Name different in Check DB
AP00086544	V07486	FOUR SEASONS RESORT	08/03/10	373.76	MW	OH		
AP00086545	V00350	GAS COMPANY, THE	08/03/10	245.72	MW	OH		Payee Name different in Check DB
AP00086546	V06554	GIAMMARCO, ANTHONY	08/03/10	294.00	MW	OH		
AP00086547	V04325	GONZALES, RICHARD	08/03/10	705.25	MW	OH		
AP00086548	V00374	GRAINGER	08/03/10	109.35	MW	OH		Payee Name different in Check DB
AP00086549	V03138	HERNANDEZ, RACQUEL	08/03/10	1,812.93	MW	OH		
AP00086550	V00006	HOME DEPOT	08/03/10	320.81	MW	OH		
AP00086551	V01964	HYNES, MELODY	08/03/10	58.81	MW	OH		
AP00086552	V00213	INLAND EMPIRE STAGES	08/03/10	822.00	MW	OH		
AP00086553	V03561	INTERSTATE BATTERY SYSTEM	08/03/10	158.08	MW	OH		
AP00086554	V06049	JAIME, SANDRA	08/03/10	417.09	MW	OH		
AP00086555	V06916	JEREMY THAU	08/03/10	100.00	MW	OH		
AP00086556	V07476	JOHN J MOOERS CONSTRUCTION	08/03/10	7,191.00	MW	OH		
AP00086557	V07325	JOSEPH ESCOBEDO	08/03/10	182.00	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086558	V05490	JS CONSULTANTS	08/03/10	27,706.58	MW	OH		
AP00086559	V02741	KYLE, PATRICIA	08/03/10	586.99	MW	OH		
AP00086560	V05585	LAM, LY CHOU	08/03/10	777.00	MW	OH		
AP00086561	V07017	LARSEN, MICHAEL	08/03/10	163.34	MW	OH		
AP00086562	V00492	LAWSON PRODUCTS INC	08/03/10	982.35	MW	OH		
AP00086563	V06820	MARTHA HEAVISIDE	08/03/10	1,136.00	MW	OH		
AP00086564	V03607	McClain, Flent	08/03/10	18.53	MW	OH		
AP00086565	V00539	MCMASTER CARR SUPPLY CO	08/03/10	85.67	MW	OH		
AP00086566	V04045	MEDINA, MARIA	08/03/10	693.00	MW	OH		
AP00086567	V04229	MERRIMAC ENERGY GROUP	08/03/10	24,651.38	MW	OH		
AP00086568	V01240	MISSION LINEN SUPPLY	08/03/10	20.78	MW	OH		
AP00086569	V04915	MSNOC INC	08/03/10	945.00	MW	OH		
AP00086570	V00573	NAPA AUTO PARTS	08/03/10	19.20	MW	OH		
AP00086571	V07471	NETWORK DEPOSITION	08/03/10	2,531.25	MW	OH		
AP00086572	V06687	NEWPORT FARMS INC	08/03/10	216.29	MW	OH		
AP00086573	V07163	NOTTI, PAMELA SUE	08/03/10	73.50	MW	OH		
AP00086574	V01136	OFFICE DEPOT	08/03/10	135.40	MW	OH		
AP00086575	V07018	PARADA, MIGUEL	08/03/10	857.50	MW	OH		
AP00086576	V02869	PROJECT SISTER	08/03/10	84.00	MW	OH		
AP00086577	V05299	RAMOS, VERONICA	08/03/10	586.60	MW	OH		
AP00086578	V01254	S & S WORLDWIDE INC	08/03/10	194.66	MW	OH		Payee Name different in Check DB
AP00086579	V05487	SALAMONE, KIMBERLY	08/03/10	3,157.00	MW	OH		
AP00086580	V07042	SALAZAR, JOEL	08/03/10	78.75	MW	OH		
AP00086581	V00880	SERESINGHE, AJITH	08/03/10	1,600.00	MW	OH		Payee Name different in Check DB
AP00086582	V02292	SEVOLD, CHERYL	08/03/10	481.83	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086583	V02757	SIGNAL HILL, CITY OF	08/03/10	5,000.00	MW	OH		
AP00086584	V00727	SMART AND FINAL IRIS CORP	08/03/10	294.56	MW	OH		
AP00086585	V00007	STAPLES INC	08/03/10	91.35	MW	OH		
AP00086586	V06661	STEVENSON, ROY	08/03/10	181.30	MW	OH		
AP00086587	V07305	SURFACE PREP SUPER STORE	08/03/10	342.25	MW	OH		
AP00086588	V00760	TAVANNA	08/03/10	308.70	MW	OH		
AP00086589	V04501	THOMAS, TERRI	08/03/10	1,096.70	MW	OH		
AP00086590	V05054	TRIFYTT SPORTS	08/03/10	1,413.27	MW	OH		
AP00086591	V00776	TRUGREEN LANDSCAPE	08/03/10	8,932.49	MW	OH		
AP00086592	V07019	TRUJILLO WORDEN-MEACHAM,	08/03/10	128.34	MW	OH		
AP00086593	V01303	TUFF SHED INC	08/03/10	6,719.16	MW	OH		Payee Name different in Check D8
AP00086594	V05462	UNITED TRAFFIC	08/03/10	192.06	MW	OH		
AP00086595	V00229	US POSTMASTER	08/03/10	1,419.93	MW	OH		
AP00086596	V07356	VAN LEEUWEN, JOACHIM	08/03/10	169.17	MW	OH		
AP00086597	V07559	Vargas, Monica	08/03/10	1,200.00	MW	OH		
AP00086598	V07403	VERIZON CALIFORNIA	08/03/10	216.11	MW	OH		
AP00086599	V02338	VIDEO STORE SHOPPER, THE	08/03/10	96.47	MW	OH		
AP00086600	V07358	WAKAYAMA, ASHLEY	08/03/10	45.74	MW	OH		
AP00086601	V06602	WELLDYNERX	08/03/10	27.66	MW	OH		
AP00086602	V00831	Y TIRE SALES	08/03/10	2,290.12	MW	OH		
AP00086603	V05565	YAP, ALBERTO	08/03/10	194.25	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		263,642.34		Number of Checks Processed:		96
		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		263,642.34				

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086604	V04005	CSAC EXCESS INS AUTHORITY	08/03/10	100,513.00	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	100,513.00	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	100,513.00		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
AP00086605	V07576	CALIFORNIA WATERSHED	08/03/10	6,800.00	MW	OH	
AP00086606	V00199	EAST DISTRICT SUPERIOR COURT	08/03/10	18,637.50	MW	OH	Payee Name different in Check DB
AP00086607	V00480	LA CNTY PUBLIC WORKS DEPT	08/03/10	960.37	MW	OH	Payee Name different in Check DB
AP00086608	V04406	RAMIREZ, ULRICH	08/03/10	662.66	MW	OH	
AP00086609	V04895	SAN GABRIEL VALLEY TRIBUNE	08/03/10	353.50	MW	OH	
AP00086610	V07141	VELOSA-REDENIUS, AMANDA	08/03/10	30.00	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	27,444.03	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
GRAND TOTAL	27,444.03		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086611	V06191	AFLAC ACCT# YQ792	08/04/10	3,442.91	MW	OH		Payee Name different in Check DB
AP00086612	V01695	AFSCME	08/04/10	840.00	MW	OH		
AP00086613	V01681	CALIFORNIA PUBLIC EMPLOYEES'	08/04/10	49,993.40	MW	OH		Payee Name different in Check DB
AP00086614	V07287	CITY OF COVINA-FSA	08/04/10	1,904.00	MW	OH		
AP00086615	V01686	COVINA POLICE ASSOCIATION	08/04/10	1,758.00	MW	OH		
AP00086616	V02095	COVINA POLICE ASSOCIATION	08/04/10	920.00	MW	OH		
AP00086617	CRA	COVINA REDEVELOPMENT AGENCY	08/04/10	1,000.00	MW	OH		
AP00086618	V01697	COVINA, CITY OF	08/04/10	6,314.06	MW	OH		
AP00086619	V02879	COVINA, CITY OF	08/04/10	39.80	MW	OH		
AP00086620	V05506	COVINA, CITY OF	08/04/10	20,083.96	MW	OH		
AP00086621	V06385	CSAC-EIA	08/04/10	4,033.62	MW	OH		
AP00086622	V06386	CSAC-EIA	08/04/10	1,449.58	MW	OH		
AP00086623	V05186	DELTA DENTAL OF CALIFORNIA	08/04/10	4,898.66	MW	OH		
AP00086624	V07259	FLEX ONE	08/04/10	26.00	MW	OH		Payee Name different in Check DB
AP00086625	V01692	GREAT WEST LIFE & ANNUITY	08/04/10	3,667.50	MW	OH		
AP00086626	V01694	HARTFORD LIFE INS	08/04/10	9.68	MW	OH		Payee Name different in Check DB
AP00086627	V01691	ICMA RETIREMENT TRUST-457	08/04/10	5,491.00	MW	OH		
AP00086628	V07302	ICMA RETIREMENT TRUST-401	08/04/10	680.44	MW	OH		
AP00086629	V01690	NATIONAL DEFERRED COMPENSATIO	08/04/10	3,792.50	MW	OH		Payee Name different in Check DB
AP00086630	V01693	PERS LONG TERM CARE PROGRAM	08/04/10	329.16	MW	OH		
AP00086631	V01687	PERS	08/04/10	71,027.70	MW	OH		
AP00086632	V04828	UNION BANK OF CALIFORNIA	08/04/10	4,924.18	MW	OH		
AP00086633	V01696	UNITED WAY OF GREATER LA	08/04/10	45.41	MW	OH		Payee Name different in Check DB
AP00086634	V06785	VISION SERVICE PLAN (CA)	08/04/10	507.07	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		187,178.63		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		187,178.63				

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086635	V04747	10-8 RETROFIT	08/10/10	81.46	MW	OH		
AP00086636	V00022	ABORTA BUG INC	08/10/10	65.00	MW	OH		
AP00086637	V04342	ACE-1 AUTO SERVICE	08/10/10	597.76	MW	OH		
AP00086638	V06428	ADVANCED	08/10/10	2,244.08	MW	OH		
AP00086639	V00040	AIRGAS-WEST	08/10/10	199.40	MW	OH		Payee Name different in Check DB
AP00086640	V06814	ALLIANCE BUS LINE INC	08/10/10	348.87	MW	OH		
AP00086641	V07312	ANURA K. T. DESILVA	08/10/10	2,500.00	MW	OH		
AP00086642	V05466	ASCAP	08/10/10	305.00	MW	OH		
AP00086643	V01660	AT&T	08/10/10	94.58	MW	OH		
AP00086644	V01955	AZUSA PLUMBING & HEATNG SUPPL	08/10/10	6.30	MW	OH		
AP00086645	V00088	AZUSA, CITY OF	08/10/10	3,991.59	MW	OH		Payee Name different in Check DB
AP00086646	V00089	B & K ELECTRIC WHOLESALE	08/10/10	128.73	MW	OH		Payee Name different in Check DB
AP00086647	V05589	BELL BUILDING MAINTENANCE CO	08/10/10	3,815.90	MW	OH		
AP00086648	V00114	BLAKE PAPER CO	08/10/10	69.15	MW	OH		Payee Name different in Check DB
AP00086649	V04061	BROWN MOTOR WORKS INC	08/10/10	158.90	MW	OH		
AP00086650	V07577	CALPORTLAND CO	08/10/10	312.00	MW	OH		
AP00086651	V00159	CALSAFE	08/10/10	650.00	MW	OH		
AP00086652	V00160	CAMBRIDGE INTEGRATED SVCS	08/10/10	11,687.50	MW	OH		
AP00086653	V00134	CAT SPECIALTIES INC	08/10/10	166.82	MW	OH		
AP00086654	V00186	CENTURY OFFICE PRODUCTS	08/10/10	21.03	MW	OH		
AP00086655	V03126	CERTIFIED LABORATORIES	08/10/10	202.56	MW	OH		
AP00086656	V04824	CHARTER OAK HARDWARE	08/10/10	28.02	MW	OH		
AP00086657	V05555	CINTAS CORP #693	08/10/10	121.93	MW	OH		
AP00086658	V03592	CITRUS AUTO UPHOLSTERY	08/10/10	288.40	MW	OH		
AP00086659	V06072	COLLEY AUTO CARS INC.	08/10/10	1,203.95	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086660	V06119	COMMUNITY ACTION EAP	08/10/10	350.00	MW	OH		
AP00086661	V04222	CONOCO PHILLIPS FLEET	08/10/10	137.32	MW	OH		
AP00086662	V02444	CONTEMPORARY INFO CORP	08/10/10	12.00	MW	OH		
AP00086663	V05340	COOK EQUIPMENT CO-LOS ANGELES	08/10/10	1,809.40	MW	OH		
AP00086664	V06152	DEB'S BOOKKEEPLUS	08/10/10	5,070.00	MW	OH		
AP00086665	V00175	EDISON CO	08/10/10	43,029.58	MW	OH		
AP00086666	V00307	EDS AUTO PARTS	08/10/10	40.66	MW	OH		
AP00086667	V06067	FACTORCO	08/10/10	11,816.97	MW	OH		Payee Name different in Check DB
AP00086668	V00730	GOLDEN STATE WATER COMPANY	08/10/10	306.44	MW	OH		Payee Name different in Check DB
AP00086669	V00374	GRAINGER	08/10/10	385.74	MW	OH		Payee Name different in Check DB
AP00086670	V00212	HAAKER EQUIPMENT CO	08/10/10	83.48	MW	OH		
AP00086671	V03659	HAEBE, CYNTHIA	08/10/10	3,355.00	MW	OH		
AP00086672	V04131	HERTZ	08/10/10	770.75	MW	OH		
AP00086673	V07294	HOLIDAY ROCK CO INC	08/10/10	2,746.44	MW	OH		
AP00086674	V00006	HOME DEPOT	08/10/10	627.02	MW	OH		
AP00086675	V00414	HOSE MAN INC, THE	08/10/10	134.55	MW	OH		Payee Name different in Check DB
AP00086676	V00417	HUNTINGTON COURT REPORTERS	08/10/10	1,024.54	MW	OH		Payee Name different in Check DB
AP00086677	V00233	HYDRO CONNECTIONS	08/10/10	12.31	MW	OH		Payee Name different in Check DB
AP00086678	V00426	INLAND WATER WORKS	08/10/10	700.21	MW	OH		
AP00086679	V00777	J.G. TUCKER AND SON	08/10/10	98.56	MW	OH		Payee Name different in Check DB
AP00086680	V07476	JOHN J MOEERS CONSTRUCTION	08/10/10	8,504.00	MW	OH		
AP00086681	V00448	JOHNNY'S POOL SERVICE	08/10/10	15.34	MW	OH		Payee Name different in Check DB
AP00086682	V07581	JONES, CAROL	08/10/10	196.00	MW	OH		
AP00086683	V00463	KING BOLT CO	08/10/10	33.53	MW	OH		
AP00086684	V00492	LAWSON PRODUCTS INC	08/10/10	167.87	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086685	V05366	LEAGUE OF CALIF CITIES	08/10/10	90.00	MW		OH	
AP00086686	V01476	LOS ANGELES TIMES	08/10/10	48.00	MW		OH	
AP00086687	V07167	MEREDITH DIGITAL	08/10/10	1,799.90	MW		OH	
AP00086688	V01240	MISSION LINEN SUPPLY	08/10/10	639.08	MW		OH	
AP00086689	V06687	NEWPORT FARMS INC	08/10/10	189.35	MW		OH	
AP00086690	V07404	O REILLY AUTO PARTS	08/10/10	222.87	MW		OH	
AP00086691	V00610	PAPER MART	08/10/10	62.31	MW		OH	
AP00086692	V04972	POLLARDWATER DOT COM	08/10/10	83.08	MW		OH	
AP00086693	V05687	PROFORCE LAW ENFORCEMENT	08/10/10	691.22	MW		OH	
AP00086694	V01097	PROSE GRANTWRITING SERVICES	08/10/10	1,000.00	MW		OH	Payee Name different in Check DB
AP00086695	V07297	R.J.N. INVESTIGATIONS	08/10/10	3,552.53	MW		OH	
AP00086696	V06114	REPUBLIC MASTER CHEFS	08/10/10	240.17	MW		OH	
AP00086697	V00676	REYNOLDS BUICK INC	08/10/10	187.17	MW		OH	Payee Name different in Check DB
AP00086698	V01740	ROBISON, MIKE	08/10/10	38.40	MW		OH	Payee Name different in Check DB
AP00086699	V04895	SAN GABRIEL VALLEY TRIBUNE	08/10/10	45.00	MW		OH	
AP00086700	V07574	SEQUOIA DEVELOPMENT SERVICES	08/10/10	2,608.00	MW		OH	
AP00086701	V03713	SIMPLEX GRINNELL LP	08/10/10	165.77	MW		OH	Payee Name different in Check DB
AP00086702	V00727	SMART AND FINAL IRIS CORP	08/10/10	163.17	MW		OH	
AP00086703	V00734	SOUTHEAST CONSTRUCTION INC	08/10/10	15.45	MW		OH	
AP00086704	V01297	STAPLETON, KEVIN	08/10/10	1,120.17	MW		OH	
AP00086705	V04501	THOMAS, TERRI	08/10/10	47.00	MW		OH	
AP00086706	V05229	THYSSENKRUPP ELEVATOR	08/10/10	546.50	MW		OH	
AP00086707	V07008	TIME WARNER CABLE	08/10/10	145.70	MW		OH	
AP00086708	V07571	TREBOR SHORING RENTALS	08/10/10	250.00	MW		OH	
AP00086709	V02654	TT TECHNOLOGIES INC	08/10/10	65.61	MW		OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086710	V00230	UNDERGROUND SERVICE ALERT	08/10/10	63.00	MW	OH		
AP00086711	V00229	US POSTMASTER	08/10/10	520.39	MW	OH		
AP00086712	V07578	USS MIDWAY MUSEUM	08/10/10	120.00	MW	OH		
AP00086713	V00791	VALLEY TROPHY	08/10/10	254.07	MW	OH		
AP00086714	V00158	VULCAN MATERIALS COMPANY	08/10/10	761.74	MW	OH		Payee Name different in Check DB
AP00086715	V01119	WARREN DISTRIBUTING INC	08/10/10	674.61	MW	OH		Payee Name different in Check DB
AP00086716	V06283	WATER WELL SUPPLY	08/10/10	11,942.90	MW	OH		
AP00086717	V04292	WEBB, JEWEL M	08/10/10	1,100.00	MW	OH		
AP00086718	V04643	WELLS FARGO FINANCIAL LEASING	08/10/10	1,224.48	MW	OH		
AP00086719	V00812	WEST COAST ARBORISTS INC	08/10/10	955.00	MW	OH		
AP00086720	V00829	XEROX CORPORATION	08/10/10	77.66	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	142,426.94	Number of Checks Processed:	86
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	142,426.94		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086721	X0011	PIERSON, SCOTT BRETT	08/10/10	5,534.00	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	5,534.00	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	5,534.00		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086722	V05630	A-1 POWER SWEEPING CO INC	08/17/10	600.00	MW		OH	
AP00086723	V00019	AARDVARK TACTICAL INC	08/17/10	4,300.46	MW		OH	
AP00086724	V06110	AIR-BREE HEATING	08/17/10	5,200.00	MW		OH	
AP00086725	V00040	AIRGAS-WEST	08/17/10	154.80	MW		OH	Payee Name different in Check DB
AP00086726	V07268	ALLANA-BUICK-BERS	08/17/10	6,823.95	MW		OH	
AP00086727	V06814	ALLIANCE BUS LINE INC	08/17/10	766.66	MW		OH	
AP00086728	V02224	AMERICAN WEST COAST SECURITY	08/17/10	100.00	MW		OH	
AP00086729	V00066	ANDY'S WELDING	08/17/10	427.83	MW		OH	Payee Name different in Check DB
AP00086730	V07584	ASHAR DAMYANTI	08/17/10	20.00	MW		OH	
AP00086731	V05637	BANK OF THE WEST	08/17/10	7,706.16	MW		OH	
AP00086732	V06683	BUILDING ELECTRONIC CONTROLS	08/17/10	75.00	MW		OH	
AP00086733	V00151	CALIF, STATE OF	08/17/10	770.00	MW		OH	
AP00086734	V01470	CALIF, STATE OF	08/17/10	225.00	MW		OH	
AP00086735	V01269	CALIF, STATE OF	08/17/10	37.00	MW		OH	Payee Name different in Check DB
AP00086736	V06133	CANGUARD SYSTEMS	08/17/10	445.00	MW		OH	
AP00086737	V07573	CAPITAL ONE PUBLIC FUNDING LL	08/17/10	74,495.97	MW		OH	
AP00086738	V07402	CATHOLIC CHARITIES	08/17/10	9,009.25	MW		OH	
AP00086739	V04535	CERTIFION CORP	08/17/10	75.00	MW		OH	
AP00086740	V00193	CHEVRON PRODUCTS COMPANY	08/17/10	670.70	MW		OH	
AP00086741	V05555	CINTAS CORP #693	08/17/10	121.93	MW		OH	
AP00086742	V00962	CITRUS CAR WASH	08/17/10	345.10	MW		OH	
AP00086743	V04454	CITRUS VALLEY FLORIST	08/17/10	130.73	MW		OH	
AP00086744	V01554	CITYGATE ASSOCIATES LLC	08/17/10	4,499.99	MW		OH	Payee Name different in Check DB
AP00086745	V07583	CLAUDIA BADANO & ASSOCIATES	08/17/10	783.50	MW		OH	
AP00086746	V06072	COLLEY AUTO CARS INC.	08/17/10	420.67	MW		OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086747	V00240	COMPUTER SERVICE COMPANY	08/17/10	3,200.00	MW	OH		
AP00086748	V03737	CONNEY SAFETY PRODUCTS	08/17/10	151.75	MW	OH		
AP00086749	V00248	COUNSELING TEAM, THE	08/17/10	1,425.00	MW	OH		Payee Name different in Check DB
AP00086750	V00234	COVINA IRRIGATING CO	08/17/10	270,061.18	MW	OH		
AP00086751	V00262	COVINA RENTS	08/17/10	129.51	MW	OH		
AP00086752	V03916	CPCA	08/17/10	198.00	MW	OH		Payee Name different in Check DB
AP00086753	V06926	CRITERION PICTURES	08/17/10	275.00	MW	OH		
AP00086754	V07585	DANIEL CEDANO	08/17/10	2.00	MW	OH		
AP00086755	V07412	DAVID TURCH AND ASSOCIATES	08/17/10	4,000.00	MW	OH		
AP00086756	V00211	DH MAINTENANCE SERVICES	08/17/10	6,067.76	MW	OH		
AP00086757	V04529	EAGLE GRAPHICS	08/17/10	833.03	MW	OH		Payee Name different in Check DB
AP00086758	V00175	EDISON CO	08/17/10	43,569.97	MW	OH		
AP00086759	V06453	FAMILY AUTO CARE	08/17/10	228.59	MW	OH		
AP00086760	V00176	FEDEX	08/17/10	59.39	MW	OH		
AP00086761	V00339	FOOTHILL PRESBYTERIAN HOSPITA	08/17/10	8,114.51	MW	OH		Payee Name different in Check DB
AP00086762	V07580	GAVAGHAN, WILLIAM	08/17/10	20.00	MW	OH		
AP00086763	V07543	GOALSETTER SYSTEMS INC	08/17/10	186.43	MW	OH		
AP00086764	V05550	GONZALEZ, ALEX	08/17/10	35.25	MW	OH		
AP00086765	V00375	GRAND PRINTING	08/17/10	360.64	MW	OH		
AP00086766	V07397	GROVER'S INTERIORS INC	08/17/10	3,019.71	MW	OH		
AP00086767	V00387	HACH CO	08/17/10	26.95	MW	OH		
AP00086768	V00402	HDL SOFTWARE LLC	08/17/10	6,500.00	MW	OH		Payee Name different in Check DB
AP00086769	V00409	HINDERLITER DELLAMAS & ASSOC	08/17/10	6,795.24	MW	OH		Payee Name different in Check DB
AP00086770	V00006	HOME DEPOT	08/17/10	686.96	MW	OH		
AP00086771	V00233	HYDRO CONNECTIONS	08/17/10	604.44	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086772	V04227	IMS COMMERCIAL ICE SYSTEM	08/17/10	145.24	MW	OH		
AP00086773	V00420	INDEPENDENT CITIES ASSOC	08/17/10	2,084.00	MW	OH		
AP00086774	V00426	INLAND WATER WORKS	08/17/10	645.34	MW	OH		
AP00086775	V06816	INTER-CON SECURITY SYSTEMS IN	08/17/10	4,890.64	MW	OH		
AP00086776	V07587	JACK SODIKOFF	08/17/10	2.00	MW	OH		
AP00086777	V07476	JOHN J MODERS CONSTRUCTION	08/17/10	3,800.00	MW	OH		
AP00086778	V02427	JOHNSON'S NUMBERING SERVICE	08/17/10	40.00	MW	OH		
AP00086779	V00451	KELLY PAPER CO	08/17/10	683.20	MW	OH		
AP00086780	V00458	KEYSTONE UNIFORM DEPOT	08/17/10	87.69	MW	OH		Payee Name different in Check DB
AP00086781	V03514	KLYMKIW, MARIE	08/17/10	30.08	MW	OH		
AP00086782	V00182	KMART STORE 4281	08/17/10	87.75	MW	OH		
AP00086783	V00478	LA CNTY FIRE DEPARTMENT	08/17/10	637,287.00	MW	OH		Payee Name different in Check DB
AP00086784	V00479	LA CNTY MTA	08/17/10	504.00	MW	OH		Payee Name different in Check DB
AP00086785	V05366	LEAGUE OF CALIF CITIES	08/17/10	90.00	MW	OH		
AP00086786	V00501	LIEBERT CASSIDY WHITMORE	08/17/10	420.00	MW	OH		Payee Name different in Check DB
AP00086787	V06056	LITTLEJOHN-RUELAND CORP	08/17/10	345.00	MW	OH		
AP00086788	V06533	MACIAS GINI & O'CONNELL LLP	08/17/10	11,775.00	MW	OH		
AP00086789	V06820	MARTHA HEAVISIDE	08/17/10	1,312.00	MW	OH		
AP00086790	V07586	MICHELLE CLINTON	08/17/10	8.00	MW	OH		
AP00086791	V01240	MISSION LINEN SUPPLY	08/17/10	113.16	MW	OH		
AP00086792	V07131	MUNICIPAL BUDGET AND	08/17/10	225.00	MW	OH		
AP00086793	V06687	NEWPORT FARMS INC	08/17/10	129.77	MW	OH		
AP00086794	V01136	OFFICE DEPOT	08/17/10	220.94	MW	OH		
AP00086795	V07146	PARRISH, DARYL	08/17/10	7.00	MW	OH		
AP00086796	V04971	PARS	08/17/10	396.28	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086797	V00638	POWELL CAMERA SHOP	08/17/10	82.04	MW		OH	
AP00086798	V04373	PUBLIC SAFETY CENTER INC	08/17/10	214.22	MW		OH	
AP00086799	V07582	QUINONES, ALICIA	08/17/10	8.00	MW		OH	
AP00086800	V07501	RC KEMP CONSULTING LLC	08/17/10	5,310.00	MW		OH	
AP00086801	V07106	REGIONAL TAP SERVICE CENTER	08/17/10	853.60	MW		OH	
AP00086802	V06114	REPUBLIC MASTER CHEFS	08/17/10	119.72	MW		OH	
AP00086803	V05102	SANTA ANITA FAMILY SERVICE	08/17/10	60.00	MW		OH	
AP00086804	V07552	SCALISE, HERMINIA	08/17/10	2.00	MW		OH	
AP00086805	V04066	SECURITAS SECURITY SERVICES	08/17/10	3,350.00	MW		OH	
AP00086806	V06095	SGV EXAMINER	08/17/10	451.97	MW		OH	
AP00086807	V00727	SMART AND FINAL IRIS CORP	08/17/10	466.36	MW		OH	
AP00086808	V01301	SMITH, STEVEN	08/17/10	19.30	MW		OH	
AP00086809	V01158	SOUTH COAST A.Q.M.D.	08/17/10	402.21	MW		OH	
AP00086810	V00734	SOUTHEAST CONSTRUCTION INC	08/17/10	30.23	MW		OH	
AP00086811	V00737	SPARKLETTS	08/17/10	30.99	MW		OH	
AP00086812	V00916	SPICERS PAPER INC	08/17/10	1,101.91	MW		OH	Payee Name different in Check DB
AP00086813	V06071	STAPLES BUSINESS ADVANTAGE	08/17/10	78.26	MW		OH	
AP00086814	V00007	STAPLES INC	08/17/10	7.84	MW		OH	
AP00086815	V00585	STATE INDUSTRIAL PDCTS CO	08/17/10	358.38	MW		OH	
AP00086816	V07515	STEPHEN DORECK	08/17/10	34,166.71	MW		OH	
AP00086817	V00110	SUNGARD BI-TECH INC	08/17/10	11,145.47	MW		OH	Payee Name different in Check DB
AP00086818	V00754	SUPERB GRAPHICS INC	08/17/10	470.38	MW		OH	
AP00086819	V07086	SURETECK INDUSTRIAL	08/17/10	7,173.30	MW		OH	
AP00086820	V05229	THYSSENKRUPP ELEVATOR	08/17/10	414.00	MW		OH	
AP00086821	V05776	TOSHIBA BUSINESS SOLUTIONS	08/17/10	486.39	MW		OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086822	V02654	TT TECHNOLOGIES INC	08/17/10	106.00	MW		OH	
AP00086823	V00229	US POSTMASTER	08/17/10	428.70	MW		OH	
AP00086824	V01019	USI INC	08/17/10	233.61	MW		OH	Payee Name different in Check DB
AP00086825	V00791	VALLEY TROPHY	08/17/10	777.00	MW		OH	
AP00086826	V07559	Vargas, Monica	08/17/10	52.50	MW		OH	
AP00086827	V07403	VERIZON CALIFORNIA	08/17/10	1,811.12	MW		OH	
AP00086828	V00158	VULCAN MATERIALS COMPANY	08/17/10	265.04	MW		OH	Payee Name different in Check DB
AP00086829	V04643	WELLS FARGO FINANCIAL LEASING	08/17/10	186.15	MW		OH	
AP00086830	V00202	WEST COVINA, CITY OF	08/17/10	795.00	MW		OH	
AP00086831	V00232	WESTERN WATER WORKS SUPPLY	08/17/10	1,241.28	MW		OH	
AP00086832	V00829	XEROX CORPORATION	08/17/10	43.73	MW		OH	
AP00086833	V00831	Y TIRE SALES	08/17/10	1,038.07	MW		OH	
AP00086834	V07081	YELLOW CAB OF SAN GABRIEL	08/17/10	67.60	MW		OH	
AP00086835	V00432	YWCA INTERVALE SENIOR SERVICE	08/17/10	1,389.13	MW		OH	Payee Name different in Check DB

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	1215,323.31	Number of Checks Processed:	114
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	1215,323.31		

C H E C K R E G I S T E R

CHECK REGISTER

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086836	V07559	Vargas, Monica	08/17/10	1,170.00	MW		IP	

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	1,170.00	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
G R A N D T O T A L	1,170.00		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086837	V06191	AFLAC ACCT# YQ792	08/18/10	3,442.91	MW	OH		Payee Name different in Check DB
AP00086838	V01695	AFSCME	08/18/10	840.00	MW	OH		
AP00086839	V01681	CALIFORNIA PUBLIC EMPLOYEES'	08/18/10	50,610.15	MW	OH		Payee Name different in Check DB
AP00086840	V07287	CITY OF COVINA-FSA	08/18/10	1,904.00	MW	OH		
AP00086841	V01686	COVINA POLICE ASSOCIATION	08/18/10	1,860.00	MW	OH		
AP00086842	V02095	COVINA POLICE ASSOCIATION	08/18/10	960.00	MW	OH		
AP00086843	V01697	COVINA, CITY OF	08/18/10	6,197.83	MW	OH		
AP00086844	V02879	COVINA, CITY OF	08/18/10	39.80	MW	OH		
AP00086845	V05506	COVINA, CITY OF	08/18/10	22,248.23	MW	OH		
AP00086846	V06385	CSAC-EIA	08/18/10	4,075.01	MW	OH		
AP00086847	V06386	CSAC-EIA	08/18/10	1,392.81	MW	OH		
AP00086848	V05186	DELTA DENTAL OF CALIFORNIA	08/18/10	5,068.80	MW	OH		
AP00086849	V07259	FLEX ONE	08/18/10	26.00	MW	OH		Payee Name different in Check DB
AP00086850	V01692	GREAT WEST LIFE & ANNUITY	08/18/10	3,667.50	MW	OH		
AP00086851	V01694	HARTFORD LIFE INS	08/18/10	9.67	MW	OH		Payee Name different in Check DB
AP00086852	V01691	ICMA RETIREMENT TRUST-457	08/18/10	5,491.00	MW	OH		
AP00086853	V07302	ICMA RETIREMENT TRUST-401	08/18/10	680.44	MW	OH		
AP00086854	V01690	NATIONAL DEFERRED COMPENSATIO	08/18/10	3,792.50	MW	OH		Payee Name different in Check DB
AP00086855	V01693	PERS LONG TERM CARE PROGRAM	08/18/10	329.12	MW	OH		
AP00086856	V01687	PERS	08/18/10	71,579.07	MW	OH		
AP00086857	V04828	UNION BANK OF CALIFORNIA	08/18/10	4,557.34	MW	OH		
AP00086858	V01696	UNITED WAY OF GREATER LA	08/18/10	45.41	MW	OH		Payee Name different in Check DB
AP00086859	V06785	VISION SERVICE PLAN (CA)	08/18/10	507.34	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		189,324.93		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		189,324.93				

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
AP00086860	V04747	10-B RETROFIT	08/24/10	1,490.90	MW	OH	
AP00086861	V00022	ABORTA BUG INC	08/24/10	75.00	MW	OH	
AP00086862	V06989	ACRYLATEX	08/24/10	181.09	MW	OH	
AP00086863	V03949	AGAPE SIGHT N' SOUND	08/24/10	620.06	MW	OH	
AP00086864	V00040	AIRGAS-WEST	08/24/10	89.79	MW	OH	Payee Name different in Check DB
AP00086865	V06814	ALLIANCE BUS LINE INC	08/24/10	1,074.18	MW	OH	
AP00086866	V00051	ALLSTATE POLICE EQUIPMENT INC	08/24/10	337.72	MW	OH	
AP00086867	V03301	AMERICAN APPRAISAL ASSOCIATES	08/24/10	6,000.00	MW	OH	
AP00086868	V00058	AMERICAN PUBLIC WORKS ASSOC	08/24/10	176.25	MW	OH	
AP00086869	V07449	ANTHEM BLUE CROSS	08/24/10	787.49	MW	OH	
AP00086870	V07312	ANURA K. T. DESILVA	08/24/10	2,500.00	MW	OH	
AP00086871	V01660	AT&T	08/24/10	795.99	MW	OH	
AP00086872	V01955	AZUSA PLUMBING & HEATNG SUPPL	08/24/10	530.08	MW	OH	
AP00086873	V00090	BAKER AND TAYLOR INC	08/24/10	1,323.11	MW	OH	
AP00086874	V07100	BANK OF THE WEST	08/24/10	9,395.07	MW	OH	
AP00086875	V00998	BERT'S MEGA MALL	08/24/10	21.71	MW	OH	
AP00086876	V02591	BEST BEST & KRIEGER LLP	08/24/10	60.00	MW	OH	
AP00086877	V07218	BLUE SHIELD OF CALIFORNIA	08/24/10	433.18	MW	OH	
AP00086878	V07218	BLUE SHIELD OF CALIFORNIA	08/24/10	433.18	MW	OH	
AP00086879	V07579	BOOMERS	08/24/10	572.00	MW	OH	
AP00086880	V05481	BRASS STARR PRODUCTIONS	08/24/10	1,925.00	MW	OH	
AP00086881	V05234	BUBBA GUMP SHRIMP CO	08/24/10	100.00	MW	OH	
AP00086882	V01003	BUCHANAN, PATRICK	08/24/10	500.00	MW	OH	Payee Name different in Check DB
AP00086883	V04970	CALIFA GROUP	08/24/10	3,969.00	MW	OH	
AP00086884	V05555	CINTAS CORP #693	08/24/10	121.93	MW	OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086885	V04897	CITY OF PASADENA	08/24/10	37,793.00	MW	OH		
AP00086886	V00208	CLINICAL LAB OF SAN BERNARDIN	08/24/10	420.00	MW	OH		
AP00086887	V06072	COLLEY AUTO CARS INC.	08/24/10	420.67	MW	OH		
AP00086888	V03950	COMMERCIAL ELECTRIC SYSTEMS	08/24/10	719.14	MW	OH		
AP00086889	V00240	COMPUTER SERVICE COMPANY	08/24/10	8,994.17	MW	OH		
AP00086890	V05340	COOK EQUIPMENT CO-LOS ANGELES	08/24/10	193.97	MW	OH		
AP00086891	V00256	COVINA DISPOSAL CO	08/24/10	225,993.32	MW	OH		
AP00086892	V00837	COVINA WATER & REFUSE, CITY O	08/24/10	182.04	MW	OH		Payee Name different in Check DB
AP00086893	V06385	CSAC-EIA	08/24/10	9.04	MW	OH		
AP00086894	V06792	DAPEER ROSENBLIT & LITVAK LLP	08/24/10	79.44	MW	OH		
AP00086895	V05186	DELTA DENTAL OF CALIFORNIA	08/24/10	1,098.11	MW	OH		
AP00086896	V00211	DH MAINTENANCE SERVICES	08/24/10	6,995.06	MW	OH		
AP00086897	V06229	DIR-ACCOUNTING	08/24/10	225.00	MW	OH		
AP00086898	V00175	EDISON CO	08/24/10	3,667.69	MW	OH		
AP00086899	V00307	EDS AUTO PARTS	08/24/10	339.48	MW	OH		
AP00086900	V07593	ENNIS TRAFFIC SAFETY SOLUTION	08/24/10	455.19	MW	OH		
AP00086901	V07596	ERIC BIXLER	08/24/10	35.00	MW	OH		
AP00086902	V07596	ERIC BIXLER	08/24/10	35.00	MW	OH		
AP00086903	V06067	FACTORCO	08/24/10	14,222.34	MW	OH		Payee Name different in Check DB
AP00086904	V00176	FEDEX	08/24/10	57.65	MW	OH		
AP00086905	V04347	FLEETMAX INC	08/24/10	850.00	MW	OH		
AP00086906	V00338	FOLD A GOAL	08/24/10	70.37	MW	OH		
AP00086907	V00350	GAS COMPANY, THE	08/24/10	2,399.09	MW	OH		Payee Name different in Check DB
AP00086908	V02471	GOLDEN STATE OVERNIGHT	08/24/10	16.51	MW	OH		
AP00086909	V00730	GOLDEN STATE WATER COMPANY	08/24/10	69.87	MW	OH		Payee Name different in Check DB

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086910	V07590	GONZALES, GINA	08/24/10	96.88	MW	OH		
AP00086911	V00374	GRAINGER	08/24/10	615.10	MW	OH		Payee Name different in Check DB
AP00086912	V07294	HOLLIDAY ROCK CO INC	08/24/10	540.25	MW	OH		
AP00086913	V00006	HOME DEPOT	08/24/10	456.70	MW	OH		
AP00086914	V07129	HORIBA INTERNATIONAL CORP	08/24/10	46.91	MW	OH		
AP00086915	V00414	HOSE MAN INC, THE	08/24/10	48.92	MW	OH		Payee Name different in Check DB
AP00086916	V00417	HUNTINGTON COURT REPORTERS	08/24/10	440.62	MW	OH		Payee Name different in Check DB
AP00086917	V00233	HYDRO CONNECTIONS	08/24/10	232.31	MW	OH		Payee Name different in Check DB
AP00086918	V00424	INGLEWOOD, CITY OF	08/24/10	5,896.15	MW	OH		Payee Name different in Check DB
AP00086919	V00425	INGRAM DIST GROUP	08/24/10	26.15	MW	OH		
AP00086920	V00426	INLAND WATER WORKS	08/24/10	3,485.44	MW	OH		
AP00086921	V06713	Integrated Media Systems	08/24/10	7,078.25	MW	OH		
AP00086922	V03518	JAIME, LUIS	08/24/10	20.00	MW	OH		
AP00086923	V00445	JEECO MFG & SUPPLY	08/24/10	57.77	MW	OH		Payee Name different in Check DB
AP00086924	V00448	JOHNNY'S POOL SERVICE	08/24/10	7.67	MW	OH		Payee Name different in Check DB
AP00086925	V00182	KMART STORE 4281	08/24/10	8.77	MW	OH		
AP00086926	V00475	LA CNTY DEPT OF ANIMAL CARE	08/24/10	10,885.02	MW	OH		Payee Name different in Check DB
AP00086927	V02760	LA WORKS	08/24/10	2,786.31	MW	OH		
AP00086928	V06324	LANGUAGE LINE SERVICES INC	08/24/10	9.40	MW	OH		
AP00086929	V03544	LEVEL 3 COMMUNICATIONS LLC	08/24/10	1,057.09	MW	OH		Payee Name different in Check DB
AP00086930	V07591	LIBERTY MANUFACTURING INC	08/24/10	2,166.10	MW	OH		
AP00086931	V00214	LIGHTNING OIL COMPANY INC	08/24/10	75.00	MW	OH		Payee Name different in Check DB
AP00086932	V05351	LY, NGUYEN	08/24/10	104.75	MW	OH		Payee Name different in Check DB
AP00086933	V05453	MCCORD, MAURY	08/24/10	5.95	MW	OH		
AP00086934	V07529	MEASUREMENT CONTROL SYSTEMS	08/24/10	2,304.75	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086935	V05808	MELNYK, JOSEPH	08/24/10	8.00	MW	OH		
AP00086936	V06782	METRON FARNIER LLC	08/24/10	5,149.29	MW	OH		
AP00086937	V00594	MICHAEL J O'DAY AND ASSOC	08/24/10	405.00	MW	OH		Payee Name different in Check DB
AP00086938	V06517	MISSION FENCE & PATIO BUILDER	08/24/10	3,200.00	MW	OH		
AP00086939	V01240	MISSION LINEN SUPPLY	08/24/10	545.03	MW	OH		
AP00086940	V02208	NATL RECREATION AND PARK	08/24/10	145.00	MW	OH		
AP00086941	V06687	NEWPORT FARMS INC	08/24/10	251.89	MW	OH		
AP00086942	V05539	NORTHERN SAFETY COMPANY	08/24/10	2,300.98	MW	OH		
AP00086943	V01136	OFFICE DEPOT	08/24/10	178.25	MW	OH		
AP00086944	V00797	OFFICE DEPOT	08/24/10	172.76	MW	OH		Payee Name different in Check DB
AP00086945	V07146	PARRISH, DARYL	08/24/10	71.59	MW	OH		
AP00086946	V05301	PEST OPTIONS INC	08/24/10	265.00	MW	OH		
AP00086947	V01471	PETERSON, GREGG	08/24/10	8.00	MW	OH		
AP00086948	V03767	QUILL	08/24/10	50.45	MW	OH		
AP00086949	V06114	REPUBLIC MASTER CHEFS	08/24/10	165.51	MW	OH		
AP00086950	V04127	RESEARCH TECHNOLOGY INT'L	08/24/10	164.95	MW	OH		
AP00086951	V00696	SAN DIEGO POLICE EQUIPMENT	08/24/10	3,311.43	MW	OH		
AP00086952	V04895	SAN GABRIEL VALLEY TRIBUNE	08/24/10	260.55	MW	OH		
AP00086953	V00727	SMART AND FINAL IRIS CORP	08/24/10	258.24	MW	OH		
AP00086954	V00007	STAPLES INC	08/24/10	603.88	MW	OH		
AP00086955	V02906	STAT EXTERMINATING INC	08/24/10	189.00	MW	OH		
AP00086956	V00346	THOMSON GALE	08/24/10	80.53	MW	OH		Payee Name different in Check DB
AP00086957	V00765	THREE VALLEYS MUNICIPAL	08/24/10	16,052.16	MW	OH		
AP00086958	V05229	THYSSENKRUPP ELEVATOR	08/24/10	414.00	MW	OH		
AP00086959	V07592	TUNNICUFF, JAMES	08/24/10	46.39	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00086960	V05461	URBAN GRAFFITI ENTERPRISES IN	08/24/10	5,700.00	MW	OH		
AP00086961	V00229	US POSTMASTER	08/24/10	733.73	MW	OH		
AP00086962	V04113	USA MOBILITY WIRELESS INC	08/24/10	43.96	MW	OH		Payee Name different in Check DB
AP00086963	V07403	VERIZON CALIFORNIA	08/24/10	521.08	MW	OH		
AP00086964	V06297	VERIZON WIRELESS	08/24/10	5,506.66	MW	OH		
AP00086965	V07570	VICTORY FOAM INC	08/24/10	4,451.17	MW	OH		
AP00086966	V06785	VISION SERVICE PLAN (CA)	08/24/10	80.25	MW	OH		
AP00086967	V00158	VULCAN MATERIALS COMPANY	08/24/10	535.09	MW	OH		Payee Name different in Check DB
AP00086968	V04678	WALCZAK, MARY LOU	08/24/10	25.00	MW	OH		
AP00086969	V01119	WARREN DISTRIBUTING INC	08/24/10	757.46	MW	OH		Payee Name different in Check DB
AP00086970	V06602	WELLDYNERX	08/24/10	65.73	MW	OH		
AP00086971	V03620	WEST COVINA AUTO BODY	08/24/10	704.06	MW	OH		
AP00086972	V00813	WEST END UNIFORMS	08/24/10	75.21	MW	OH		
AP00086973	V00815	WEST LITE SUPPLY CO INC	08/24/10	133.30	MW	OH		
AP00086974	V04581	WEST PAYMENT CENTER	08/24/10	192.10	MW	OH		Payee Name different in Check DB
AP00086975	V00232	WESTERN WATER WORKS SUPPLY	08/24/10	1,047.84	MW	OH		
AP00086976	V06911	XO COMMUNICATIONS SERVICES IN	08/24/10	5,244.99	MW	OH		
AP00086977	V00831	Y TIRE SALES	08/24/10	71.27	MW	OH		
AP00086978	V00432	YWCA INTERVALE SENIOR SERVICE	08/24/10	1,663.60	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		439,156.52		Number of Checks Processed:		119
		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		439,156.52				

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00086979	V04747	10-B RETROFIT	08/26/10	120.00	MW		OH	
AP00086980	V07599	ALHAMBRA POLICE MANAGEMENT	08/26/10	40.00	MW		OH	
AP00086981	V07268	ALLANA-BUICK-BERS	08/26/10	12,941.49	MW		OH	
AP00086982	V06814	ALLIANCE BUS LINE INC	08/26/10	362.65	MW		OH	
AP00086983	V07392	ATKINSON, ANDELSON, LOYA,	08/26/10	4,215.90	MW		OH	
AP00086984	V01955	AZUSA PLUMBING & HEATNG SUPPL	08/26/10	1,032.17	MW		OH	
AP00086985	V00088	AZUSA, CITY OF	08/26/10	3,497.36	MW		OH	Payee Name different in Check DB
AP00086986	V00090	BAKER AND TAYLOR INC	08/26/10	715.48	MW		OH	
AP00086987	V02591	BEST BEST & KRIEGER LLP	08/26/10	5,151.50	MW		OH	
AP00086988	V00114	BLAKE PAPER CO	08/26/10	142.68	MW		OH	Payee Name different in Check DB
AP00086989	V00144	CA PARKS AND REC SOCIETY	08/26/10	315.00	MW		OH	Payee Name different in Check DB
AP00086990	V07602	CAICEDO, DIANA	08/26/10	14.95	MW		OH	
AP00086991	V07605	CARR, BECKY	08/26/10	10.99	MW		OH	
AP00086992	V00185	CDW GOVERNMENT INC	08/26/10	581.68	MW		OH	
AP00086993	V02958	CERTIFIED UNDERCAR PARTS	08/26/10	59.15	MW		OH	
AP00086994	V01472	CLARK, HUGH	08/26/10	30.00	MW		OH	
AP00086995	V07396	COMBINED GRAPHICS	08/26/10	60,000.00	MW		OH	
AP00086996	V00262	COVINA RENTS	08/26/10	120.73	MW		OH	
AP00086997	V00686	COVINA SUNRISE ROTARY	08/26/10	68.00	MW		OH	Payee Name different in Check DB
AP00086998	V02667	CRUMP, ISOBEL	08/26/10	50.00	MW		OH	
AP00086999	V01576	CURLEY, JOHN	08/26/10	127.50	MW		OH	Payee Name different in Check DB
AP00087000	V07598	DOUBLETREE HOTEL	08/26/10	510.63	MW		OH	
AP00087001	V00307	EDS AUTO PARTS	08/26/10	48.13	MW		OH	
AP00087002	V02189	ELECTRONIC RISKS CONSULTANTS	08/26/10	3,832.74	MW		OH	
AP00087003	V00176	FEDEX	08/26/10	25.22	MW		OH	

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00087004	V00339	FOOTHILL PRESBYTERIAN HOSPITA	08/26/10	933.87	MW	OH		Payee Name different in Check DB
AP00087005	V06433	GALE CENGAGE LEARNING	08/26/10	888.72	MW	OH		
AP00087006	V00374	GRAINGER	08/26/10	652.95	MW	OH		Payee Name different in Check DB
AP00087007	V07397	GROVER'S INTERIORS INC	08/26/10	2,009.00	MW	OH		
AP00087008	V04530	HARRIS	08/26/10	3,027.36	MW	OH		
AP00087009	V07603	HILDALGO, JUDY	08/26/10	12.00	MW	OH		
AP00087010	V00006	HOME DEPOT	08/26/10	302.81	MW	OH		
AP00087011	V01964	HYNES, MELODY	08/26/10	78.68	MW	OH		
AP00087012	V00425	INGRAM DIST GROUP	08/26/10	133.39	MW	OH		
AP00087013	V00213	INLAND EMPIRE STAGES	08/26/10	1,143.75	MW	OH		
AP00087014	V00426	INLAND WATER WORKS	08/26/10	276.57	MW	OH		
AP00087015	V04355	INTERNAL REVENUE SERVICE	08/26/10	1,000.00	MW	OH		
AP00087016	V03561	INTERSTATE BATTERY SYSTEM	08/26/10	128.05	MW	OH		
AP00087017	V07589	ISLA MORLEY	08/26/10	26.04	MW	OH		
AP00087018	V00445	JEECO MFG & SUPPLY	08/26/10	70.60	MW	OH		Payee Name different in Check DB
AP00087019	V07476	JOHN J MOOERS CONSTRUCTION	08/26/10	8,191.00	MW	OH		
AP00087020	V00441	JW LOCK CO INC	08/26/10	411.56	MW	OH		
AP00087021	V07435	KIDZONE CHILDREN CENTER	08/26/10	1,000.00	MW	OH		
AP00087022	V07231	LA WORKS	08/26/10	7,378.00	MW	OH		
AP00087023	V00501	LIEBERT CASSIDY WHITMORE	08/26/10	11,191.75	MW	OH		Payee Name different in Check DB
AP00087024	V00502	LIFE ASSIST INC	08/26/10	576.19	MW	OH		
AP00087025	V01476	LOS ANGELES TIMES	08/26/10	348.00	MW	OH		
AP00087026	V06820	MARTHA HEAVISIDE	08/26/10	1,296.00	MW	OH		
AP00087027	V07167	MEREDITH DIGITAL	08/26/10	1,558.46	MW	OH		
AP00087028	V04229	MERRIMAC ENERGY GROUP	08/26/10	24,201.02	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00087029	V01240	MISSION LINEN SUPPLY	08/26/10	65.36	MW	OH		
AP00087030	V01160	MITCHELL REPAIR	08/26/10	65.00	MW	OH		
AP00087031	V07371	NEPTUNE TECHNOLOGY GROUP INC	08/26/10	2,304.75	MW	OH		
AP00087032	V06687	NEWPORT FARMS INC	08/26/10	175.04	MW	OH		
AP00087033	V00589	NOLO PRESS	08/26/10	37.56	MW	OH		
AP00087034	V01136	OFFICE DEPOT	08/26/10	70.06	MW	OH		
AP00087035	V07467	OLD TOWN TROLLEY TOURS	08/26/10	576.00	MW	OH		
AP00087036	V06534	ON TARGET PERFORMANCE SYSTEM	08/26/10	1,900.00	MW	OH		
AP00087037	V05653	PALOS SPORTS	08/26/10	193.32	MW	OH		
AP00087038	V06596	PAPER CUTS INC.	08/26/10	164.30	MW	OH		
AP00087039	V07474	PAX WATER TECHNOLOGIES INC	08/26/10	34,103.00	MW	OH		
AP00087040	V07597	PVP COMMUNICATIONS	08/26/10	271.44	MW	OH		
AP00087041	V03767	QUILL	08/26/10	24.55	MW	OH		
AP00087042	V07600	RAMIREZ, ANTONIO	08/26/10	21.00	MW	OH		
AP00087043	V04406	RAMIREZ, ULRICH	08/26/10	8.00	MW	OH		
AP00087044	V00668	RECORDED BOOKS LLC	08/26/10	15.26	MW	OH		Payee Name different in Check DB
AP00087045	V06114	REPUBLIC MASTER CHEFS	08/26/10	113.10	MW	OH		
AP00087046	V00676	REYNOLDS BUICK INC	08/26/10	165.73	MW	OH		Payee Name different in Check DB
AP00087047	V04366	RHINOTEK COMPUTER PRODUCTS	08/26/10	160.15	MW	OH		
AP00087048	V01414	RIVERSIDE CNTY SHERIFF'S DEPT	08/26/10	35.00	MW	OH		Payee Name different in Check DB
AP00087049	V01204	ROCHFORD, JAMES	08/26/10	79.15	MW	OH		
AP00087050	V01617	SAN DIEGO REGIONAL	08/26/10	489.00	MW	OH		Payee Name different in Check DB
AP00087051	V00695	SAN GAB BASIN WATER QUAL AUTH	08/26/10	1,717.85	MW	OH		
AP00087052	V01504	SCMAF-SAN GABRIEL VALLEY	08/26/10	60.00	MW	OH		Payee Name different in Check DB
AP00087053	V02634	SCPPOA	08/26/10	30.00	MW	OH		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00087054	V07604	SERRANO, ELBA	08/26/10	12.95	MW			OH
AP00087055	V01190	SNAP ON TOOLS	08/26/10	1,041.53	MW			OH
AP00087056	V07601	SOCAL ACCESS AND VIDEO	08/26/10	250.00	MW			OH
AP00087057	V00737	SPARKLETT'S	08/26/10	40.00	MW			OH
AP00087058	V00754	SUPERB GRAPHICS INC	08/26/10	1,317.00	MW			OH
AP00087059	V03066	TASER INTERNATIONAL	08/26/10	713.38	MW			OH
AP00087060	V05776	TOSHIBA BUSINESS SOLUTIONS	08/26/10	1,278.63	MW			OH
AP00087061	V07559	Vargas, Monica	08/26/10	1,275.00	MW			OH
AP00087062	V07403	VERIZON CALIFORNIA	08/26/10	580.71	MW			OH
AP00087063	V00812	WEST COAST ARBORISTS INC	08/26/10	327.60	MW			OH
AP00087064	V00202	WEST COVINA, CITY OF	08/26/10	79,739.00	MW			OH
AP00087065	V00814	WEST GROUP PAYMENT CENTER	08/26/10	140.04	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	290,410.18	Number of Checks Processed:	87
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	290,410.18		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
AP00087066	V07231	LA WORKS	08/27/10	15,799.00	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	15,799.00	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	15,799.00		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
AP00082133	V07323	DOUBLETREE SAN JOSE	02/16/10	169.00	RV	TR		Reversed
AP00082194	V07316	SANTANA, GABRIEL	02/16/10	12.96	RV	TR		Reversed
AP00085778	X2172	ALEXANDER, ROBERT	07/06/10	234.60	RV	TR		Payee Name different in Check DB
AP00085919	V07476	JOHN J MOOERS CONSTRUC	07/06/10	15,980.00	RV	TR		Payee Name different in Check DB

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	16,396.56	Number of Checks Processed:	4
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	16,396.56		

STATE OF CALIFORNIA)
) ss:
COUNTY OF LOS ANGELES)

I, Dilu De Alwis, being first duly sworn, declare that I am the Finance Director of the City of Covina and have read the attached Register(s) of Audited Demands for the City of Covina dated Accounts Payable for 8/03/10, 8/04/10, 8/10/10, 8/17/10, 8/18/10, 8/24/10, 8/26/10, and 8/27/10; Payroll for 8/03/10, 8/05/10, 8/17/10, 8/19/10, and 8/31/10; Voids for August 2010; Workers Compensation for 7/30/10, 8/06/10, 8/13/10, 8/20/10 and 8/27/10; know the contents thereof, and do CERTIFY as to the accuracy of the attached Demands and the availability of funds for their payment pursuant to the government Code, Section 37202.

Dilu De Alwis
Finance Director

Subscribed and sworn to before me

this _____ day of _____, 2010

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CC 3

STAFF SOURCE: Steve Henley, Director of Public Works
Kalieh Honish, Assistant Director of Public Works
Kyle Randall, Building Official
Alex Gonzalez, Senior Management Analyst

KH

ITEM TITLE: Adoption of **Ordinance No. 10-1988** Amending the Covina Municipal Code Pertaining to Code Enforcement Activities

STAFF RECOMMENDATION

Adopt **Ordinance No. 10-1988** amending the Covina Municipal Code pertaining to code enforcement activities.

FISCAL IMPACT

The recommended action has no fiscal impact.

BACKGROUND

The codified regulations governing the creation and operation of the city's code enforcement activities are embodied predominantly within Titles 1 and 8 of the Covina Municipal Code. As currently written, the Municipal Code makes numerous references to the Community Development Department and/or the Director of Community Development as being responsible for enforcing various provisions of the Municipal Code. However, with the recent transfer of Code Enforcement operational activities from the Community Development Department to the Public Works Department, these various sections of the Code require revision to eliminate any potential legal challenge. To this end, Ordinance No. 10-1988 serves as a housekeeping vehicle to update the Code to address these changes.

As drafted, Ordinance No. 10-1988 eliminates references to a specific department or department head; replacing them with either department-neutral references or references to a designee of the City Manager. This will allow the City Manager the flexibility of assigning code enforcement responsibilities to any department as necessity or efficiency may dictate without the need for any future amendment of the Municipal Code.

RELEVANCE TO THE STRATEGIC PLAN

While Code Enforcement in general performs invaluable activities that are supportive of the City's goals to become an environmentally sustainable community, as well as providing efficient,

visible and responsive public safety, the housekeeping matters contained within the proposed ordinance have no direct relevance to the Strategic Plan.

EXHIBITS

A. Ordinance No. 10-1988

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

ORDINANCE NO. 10-1988

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF COVINA, CALIFORNIA AMENDING THE COVINA
MUNICIPAL CODE PERTAINING TO CODE ENFORCMENT ACTIVITIES

THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY
ORDAIN AS FOLLOWS:

Section 1: Chapter 1.20 of Title 1 of the Covina Municipal Code is hereby amended by amending Subsection "A" of Section 1.20.020 to read as follows:

"A. Personnel designated by job description as being responsible for enforcement of the municipal code;"

Section 2: Chapter 1.26 of Title 1 of the Covina Municipal Code is hereby amended by adding a new subsection "G" to Section 1.26.020 to read as follows:

"G. 'Administrator' means the person or persons designated by the city manager as being responsible for the implementation and enforcement of the provisions of this chapter."

Section 3: Chapter 1.26 of Title 1 of the Covina Municipal Code is hereby amended by amending Subsection "E" of Section 1.26.020 to read as follows:

"E. 'Hearing Officer' means an independent contractor with no conflicts of interest designated by the administrator, or designee thereof, to conduct the administrative citation hearing and make decisions on public nuisances and appeals of administrative citations."

Section 4: Chapter 1.26 of Title 1 of the Covina Municipal Code is hereby amended by amending Section 1.26.080 to read as follows:

"1.26.080 Extensions of time to abate. All requests for extensions must be made in writing and present a reasonable hardship. The enforcement officer may grant a one-time extension at his or her discretion after payment of the fine due. The extension shall not exceed 30 days unless the matter is referred to the administrator, or designee thereof, for additional time. The administrator, or designee thereof, may grant additional time as determined in his or her reasonable discretion, considering all relevant facts and circumstances of the hardship. If the case has been referred to the hearing officer, extensions may not be granted."

Section 5: Chapter 1.26 of Title 1 of the Covina Municipal Code is hereby amended by amending Subsection "A" of Section 1.26.100 to read as follows:

"A. A hearing officer shall be designated by the administrator for all appeal hearings under this chapter. The responsible party/appellant may request the administrator refuse a hearing officer for reasons of actual prejudice against the party's cause. The hearing officer shall

conduct an orderly, fair hearing and accept evidence on which persons would commonly rely in the conduct of their ordinary business affairs as follows:

1. A valid citation shall be prima facie evidence of the violation.
2. The hearing officer shall administer oaths and accept testimony by declaration under penalty of perjury relating to the violation and the appropriate means of correcting the violation.
3. The owner, agent, person responsible for the violation, or any other interested person, may present testimony or evidence concerning the violation and the appropriate means of correcting the violation.”

Section 6: Chapter 1.26 of Title 1 of the Covina Municipal Code is hereby amended by amending Subsection “B” of Section 1.26.100 to read as follows:

“B. The administrator shall establish all appropriate administrative regulations for implementing this chapter, conducting hearings and rendering decisions pursuant to this section.”

Section 7: Chapter 1.26 of Title 1 of the Covina Municipal Code is hereby amended by amending Section 1.26.110 to read as follows:

1.26.110 Hearing Officer. The administrator, or designee thereof, shall designate the hearing officer to conduct the hearing. The hearing officer shall be an independent contractor with no conflicts of interest, ties to the owner, agent, or responsible party that is that is subject of the appeal, or to the property, if applicable, that is the subject of the appeal. All costs associated with the hearing officer shall be paid from the appeal hearing fees and fines collected from administrative citations.”

Section 8: Chapter 1.28 of Title 1 of the Covina Municipal Code is hereby amended by amending Section 1.28.010 to read as follows:

1.28.010 Enforcement. In addition to those public officers and employees authorized by state law, this code and any other ordinances of the city may be enforced by the police department of the city, city personnel designated by job description as being responsible for enforcement of the municipal code, and the city manager or designee thereof.”

Section 9: Chapter 8.16 of Title 8 of the Covina Municipal Code is hereby amended by adding a new subsection “F” to Section 8.16.020 to read as follows:

“F. ‘Administrator’ means the person or persons designated by the city manager as being responsible for the implementation and enforcement of the provisions contained within this chapter.”

Section 10: Chapter 8.16 of Title 8 of the Covina Municipal Code is hereby amended by amending Section 8.16.050 to read as follows:

8.16.050 Enforcement. Except as otherwise provided herein, the provisions of this chapter shall be administered and enforced by the administrator. In the enforcement of this chapter the administrator, or designee thereof, may enter upon private or public property to

examine a vehicle or parts thereof or obtain information as to the identity of a vehicle and to remove or cause the removal of a vehicle or parts thereof declared to be a nuisance pursuant to this chapter.”

Section 11: Chapter 8.16 of Title 8 of the Covina Municipal Code is hereby amended by amending Section 8.16.080 to read as follows:

“8.16.080 Abatement – Authority. Upon discovering the existence of an abandoned, wrecked, dismantled or inoperative vehicle, or parts thereof, on private property or public property within the city, the administrator or designees thereof shall have the authority to cause the abatement and removal thereof in accordance with the procedure prescribed in this chapter.”

Section 12: Chapter 8.16 of Title 8 of the Covina Municipal Code is hereby amended by amending Section 8.16.090 to read as follows:

“8.16.090 Abatement. A 10-day notice of intention to abate and remove the vehicle, or parts thereof, as a public nuisance shall be mailed by registered mail to the owner of the land and to the owner of the vehicle, unless the vehicle is in such condition that identification numbers are not available to determine ownership. The notices of intention shall be in substantially the following forms:

**NOTICE OF INTENTION TO ABATE AND REMOVE AN ABANDONED,
WRECKED, DISMANTLED, OR INOPERATIVE VEHICLE OR PARTS THEREOF
AS A PUBLIC NUISANCE**

(Name and address of owner of the land)

As owner – shown on the last equalized assessment roll of the land located at (address) – you are hereby notified that the under-signed pursuant to the Covina Municipal Code, Chapter 8.16 has determined that there exists upon said land an (or parts of an) abandoned, wrecked, dismantled or inoperative vehicle registered to _____, license number _____, which constitutes a public nuisance pursuant to the provisions of Covina Municipal Code, Chapter 8.16.

You are hereby notified to abate said nuisance by the removal of said vehicle (or said parts of a vehicle) within 10 days from the date of mailing of this notice, and upon your failure to do so the same will be abated and removed by the city and the costs thereof, together with administrative costs, assessed to you as owner of the land on which said vehicle (or said parts of a vehicle) is located.

As owner of the land on which said vehicle (or said parts of a vehicle) is located, you are hereby notified that you may, within 10 calendar days after the mailing of this notice of intention, request a public appeal hearing in writing and if such request is not received by the community development department within such 10-day period, the community development director shall have the authority to abate and remove said vehicle (or said parts of a vehicle) as a public nuisance and assess the costs as aforesaid without a public

C. Hearing shall be open to the public and shall take place once per month at a set time and date, unless the administrator or designee thereof determines it necessary to schedule hearings more or less frequently. Written notice of the time and place for the hearing shall be served by registered mail upon the applicant at the return address indicated on the written appeal or sworn statement, and upon the owner of the land and/or vehicle, if different from the appellant, unless the vehicle is in such condition that identification numbers are not available to determine ownership. Service of the hearing notice must be made at least 10 calendar days prior to the date of the public hearing.

D. Unless as otherwise expressly provided in this chapter, hearings before hearing officers shall be conducted by the same procedures set forth in CMC 1.26.090 through 1.26.110.

E. If a request for hearing is not received within 10 calendar days after mailing of the notice of intention to abate and remove, the city shall have the authority to abate and remove the vehicles or parts thereof as a public nuisance without holding a public hearing.”

Section 14: Chapter 8.40 of Title 8 of the Covina Municipal Code is hereby amended by adding new Subsection “H” to Section 8.40.020 to read as follows:

“F. ‘Administrator’ means the person or persons designated by the city manager as being responsible for the implementation and enforcement of the provisions contained within this chapter.”

Section 15: Chapter 8.40 of Title 8 of the Covina Municipal Code is hereby amended by amending Section 8.40.040 to read as follows:

“8.40.040 Commencement of proceeding. When ever the administrator or designee thereof reasonably believes a nuisance exists, the administrator or designee thereof shall commence abatement proceedings as set forth in this chapter.”

Section 16: Chapter 8.40 of Title 8 of the Covina Municipal Code is hereby amended by amending Subsection “A” of Section 8.40.050 to read as follows:

“A. Where the administrator or designee thereof has a reasonable belief that a nuisance exists, written notice shall be given to the owners of the affected properties, as shown on the latest equalized tax assessment roll by mailing the same to the owner’s address as indicated thereon, and further, by conspicuously posting on the affected premises a copy of the notice.”

Section 17: Chapter 8.40 of Title 8 of the Covina Municipal Code is hereby amended by amending Subsection “D” of Section 8.40.090 to read as follows:

“D. If the nuisance is not abated within the 30-day period, or such period as the council may provide, the administrator or designee thereof is expressly authorized and directed to enter upon the premises for abatement of the nuisance. Entry onto premises shall be in accordance with applicable state law.”

Section 18: Chapter 8.40 of Title 8 of the Covina Municipal Code is hereby amended by amending Section 8.40.110 to read as follows:

“8.40.110 Cost of Abatement. Where the administrator or designee thereof is required to cause the abatement of a public nuisance pursuant to the provisions of this chapter, he or she shall keep an accounting of the cost thereof, including incidental expenses for the abatement. The term “incidental expenses” includes but is not limited to the actual expenses and costs of the city in the abatement of the nuisance, the preparation of notices, specifications and contracts, inspection of the work, and the costs of printing and mailings required under this chapter. Upon conclusion of the abatement, the administrator or designee thereof shall submit an itemized statement of costs to the city, and set the same for a noticed hearing before the city manager. The administrator or designee thereof shall cause notice of the time and place of the hearing to be given to the owners of the subject property, and to any other interested person(s) requesting the same, by United States mail, postage prepaid, addressed to the above at their last-known address(es) at least 10 calendar days in advance of the hearing.”

Section 19: Chapter 8.40 of Title 8 of the Covina Municipal Code is hereby amended by amending Section 8.40.120 to read as follows:

“8.40.120 Report – Hearing and proceeding. At the time and place fixed for receiving and considering the report, the city manager shall hear and pass upon the report of the administrator or designee thereof together with any objections or protests raised by any of the persons liable to be assessed for the cost of abating the nuisance. Thereupon, the city manager shall make such revision, correction and modification to the report as he or she may deem just, after which the report as submitted, or as revised, corrected or modified shall be confirmed. The hearing may be continued from time to time. The decision of the city manager shall be subject to an appeal to the city council in the time and manner set forth in CMC 8.40.070 and 8.40.080.”

Section 20: Chapter 8.40 of Title 8 of the Covina Municipal Code is hereby amended by amending Section 8.40.150 to read as follows:

“8.40.150 Emergency abatement. Notwithstanding any other provision of this chapter with reference to the abatement of public nuisances, whenever the city manager, administrator, or designee thereof determines that property, a building or structure is unsafe, or constitutes a fire hazard, or is otherwise dangerous to human life, and such condition constitutes an immediate hazard or danger, the city manager or administrator or designee thereof shall, in accordance with the provisions of this chapter, immediately and forthwith abate the existing public nuisance.”

Section 21: Chapter 8.42 of Title 8 of the Covina Municipal Code is hereby amended by adding a new definition to Section 8.42.020 to read as follows:

“ ‘Administrator’ means the person or persons designated by the city manager as being responsible for the implementation and enforcement of the provisions contained within this chapter.”

Section 22: Chapter 8.42 of Title 8 of the Covina Municipal Code is hereby amended by amending Subsections “A”, “B”, and “D” of Section 8.42.040 to read as follows:

“A. Any beneficiary and trustee under a deed of trust, or their designees, on abandoned residential property located within the city of Covina shall perform an inspection of the property that is the security for the deed of trust, upon default by the trustor, prior to recording a notice of default with the Los Angeles County recorder’s office. If the property is vacant, or shows evidence of vacancy, it is, by this chapter, deemed abandoned, and the beneficiary and trustee shall, within 10 calendar days following the inspection, register the abandoned property with the administrator on forms provided by the city.”

“B. Any distressed property shall be inspected by the beneficiary and trustee, or their designees, at least monthly until either: (1) the trustor or other party remedies the default, or (2) it is found to be vacant or shows evidence of vacancy, at which time it is deemed abandoned, and the trustee shall within 10 calendar days following the required inspection register the property with the administrator on forms provided by the city.”

“D. An annual registration fee for the beneficiary and trustee shall accompany the registration form. Registration fees will not be prorated. The fee and registration shall be valid for the calendar year, or remaining portion of the calendar year, in which the registration was originally required. Subsequent registrations and fees are due January 1st of each year and must be received by the administrator no later than January 31st of the year due.”

Section 23: Chapter 8.42 of Title 8 of the Covina Municipal Code is hereby amended by amending Section 8.42.070 to read as follows:

“8.42.070 Additional authority. In addition to the enforcement remedies established by this code, the administrator shall have the authority to require the beneficiary, trustee or owner, or any combination thereof, to implement additional maintenance and security measures, including but not limited to securing any and all doors, windows, or other openings, installing additional security lighting, increasing on-site inspection frequency, employment of an on-site security guard, or other measures as may be reasonably required to arrest the decline of the abandoned or distressed property.”

Section 24: Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof, is for any reason held to be unconstitutional or void, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional or void.

Section 25: Certification. The City Clerk shall certify the passage of this ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passes and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a local weekly newspaper of general circulation and which is designated for that purpose.

ORDINANCE PASSED AND APPROVED on this ____ day of _____, 2010.

Peggy Delach
Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CC 4

STAFF SOURCE: Daryl Parrish, City Manager *D.P.*
Anthony Arroyo, Human Resources Director *AA*

ITEM TITLE: Approve the Employment Agreement between the City of Covina and Dilu De Alwis for Director of Finance

STAFF RECOMMENDATION

Approve the employment agreement between the City of Covina and Dilu De Alwis for the position of Director of Finance.

FISCAL IMPACT

The fiscal impact to the City is \$157,000, which has already been budgeted. There will be no need to amend the city's budget.

BACKGROUND

The City Manager, upon notification provided to the City Council via a confidential memorandum, discussed the opportunity to hire Mr. De Alwis as the city's Director of Finance. Currently, Mr. De Alwis serves in the same capacity as a consultant. As a result of a recent PERS audit (the results of which have not yet been made known to the city and won't be until later this year), it is recommended that the city retain a Director of Finance that is a city employee. City Manager Daryl Parrish and Mr. De Alwis have discussed an at-will contract and, should it be desirous of the City Council to give the City Manager the authority to hire Mr. De Alwis, the employment agreement will be effective November 1, 2010.

Mr. De Alwis will become an at-will employee who will serve at the pleasure of the City Manager. As such, Mr. De Alwis will also be presented with a severance package of twelve (12) months should his services no longer be needed. Mr. De Alwis would not receive the severance should he violate the employment agreement or commit unethical/illegal acts. In addition, should Mr. De Alwis resign, he will not receive any severance. A copy of the employment agreement is attached.

RELEVANCE TO STRATEGIC PLAN

Not applicable.

EXHIBITS

- A. Employment Agreement for Dilu De Alwis.

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

CITY OF COVINA
EMPLOYMENT AGREEMENT
DIRECTOR OF FINANCE

This Employment Agreement ("Agreement") is entered into as of the ____ day of October, 2010 (the "Effective Date"), between the City of Covina (hereinafter referred to as the "City") and Dilu De Alwis (hereinafter referred to as the "Director of Finance" or the "Employee"). City and Employee are sometimes referred to in this Agreement as "Party" and collectively as "Parties." The above named Parties hereby mutually agree and promise as follows:

1. Term.

This Agreement shall be deemed effective for an initial term beginning November 1, 2010, and continuing through October 31, 2013 ("Initial Term"), unless terminated earlier in accordance with Section 8 or extended in writing by mutual agreement of both Parties.

2. Salary; Pay for Performance (Salary Adjustments).

2.1 Salary: Employee's annual salary shall be One Hundred Forty-Three Thousand Twenty-Six Dollars and Twenty-Four Cents (\$143,026.24); said salary is currently at Step H of the City of Covina's Executive Salary Schedule. Salary may be adjusted pursuant to section 2.2 below. Any reduction of salary or benefits contained herein, without the prior written approval of employee, shall be construed as termination of this agreement "not for cause" pursuant to section 8.2 herein.

2.2 Pay for Performance: Following the Employee's annual performance evaluation pursuant to Section 3 of this Agreement, and at the sole and absolute discretion of the City Council, the Employee may be awarded an ongoing salary increase of Employee's annual salary as determined by the City Manager and as approved by the City Council. Increases, if awarded, shall be awarded for positive performance that is clearly above and beyond the duties identified in both this Agreement and a performance work plan approved by the City Manager.

3. Performance Evaluation.

On or before February 1, of each calendar year the City Manager shall conduct an evaluation of Employee. The evaluation of Employee's performance shall be based on the City Manager's review of Employee's fulfilling his obligations as set forth in all of the following: this Agreement, a work plan approved by the City Manager and any other written directive issued to Employee by the City Manager. Notwithstanding any provision herein to the contrary, Employee serves at the will and pleasure of the City Manager, as set forth in Section 8.

4. Fringe Benefits.

Unless otherwise provided or covered in this Agreement, the City shall provide to Employee those fringe benefits provided to department head/executive employees of the City in

accordance with the City of Covina Executive Compensation Rules dated July 1, 2008, covering the Executive Management Employees as of the effective date of this Agreement. (the "Executive Compensation Rules"). Employee shall continue to receive the same PERS or retirement benefits as other executive personnel (specifically 2.5%@55), health insurance benefits, the same long term disability insurance benefits, education incentive, and the same life insurance benefit provided to department heads and any future adjustments thereto.

4.1 Sick Leave Accumulation: On November 1, 2010, Employee will be credited with seven (7) months sick leave, equivalent to seventy (70) hours and the remaining seven (7) months of the fiscal year. Thereafter, Employee will accrue sick leave in accordance with the Executive Compensation Rules, which is ten (10) hours per month.

4.2 Vacation Accumulation: On November 1, 2010, Employee will be credited with ninety-six (96) hours of vacation, equivalent to the seven months remaining of the fiscal year. Thereafter, Employee will accrue thirteen and two-thirds (13.67) hours of vacation per month.

4.3 Eligible Retiree: Should Employee retire from the City of Covina through the Public Employees' Retirement System, Employee will be considered an "eligible retiree" for the purposes of receiving the supplemental retirement benefits set forth in Section 12(E) of the Executive Compensation Rules.

5. Technology Benefits.

Technology Allowance

5.1 Cellular Phone

During the term of this Agreement, the City shall provide Employee with a City issued cellular phone to be used primarily for City related business. The City shall pay for the cellular phone expenses. Use of cellular phone shall be subject to applicable City policies as they may be implemented or revised by the City at its discretion.

5.2 Computer

A desktop computer shall also be provided for use in Employee's office at City Hall. Use of computer shall be subject to applicable City policies as they may be implemented or revised by the City at its discretion.

6. Expense Reimbursements

Employee shall be reimbursed for reasonable business expenses incurred during the performance of his duties including attendance at professional association meetings, conferences and training provided such attendance is approved in advance by the City Manager. Employee must provide copies of receipts or other detail to the Finance Department prior to receiving reimbursement of business expenses.

7. Duties.

7.1 Responsibilities

Employee shall perform the duties of Director of Finance. Said duties shall not be substantively modified without prior written approval of Employee. Said modification without prior approval from Employee shall be construed as termination of this agreement "not for cause" pursuant to section 8.2 of this Agreement.

8. Termination.

8.1 At-Will Employee

Employee shall serve at the will and pleasure of the City Manager and may be removed from office (terminated) at any time for any reason or no reason. Nothing in this Agreement shall prevent the City Manager from terminating this Agreement and the services of Employee in his sole discretion.

8.2 Termination Not for Cause.

If Employee is terminated not for cause, he shall receive as severance the then base monthly salary rate for twelve (12) months. A severance payment received under this Section shall be Employee's sole and exclusive remedy for any and all claims for damages related to his employment pursuant to this Agreement. Removal because of incompatibility of management style, change in administration, or failure (as opposed to refusal) to implement the goals and policies of the Employer shall not be termed for cause.

8.3 Termination for Cause.

If Employee is terminated for cause, then Employee shall not be entitled to any severance benefits. Termination shall be for "cause," for the purpose of this paragraph, shall mean if Employee: (i) acts in bad faith and to the detriment of the City; (ii) refuses or fails to act in accordance with any specific direction or order of the City Manager; (iii) exhibits misconduct or dishonesty in regard to his employment; or (iv) is convicted of a misdemeanor or felony crime, including but not limited to, crimes involving moral turpitude as defined by relevant case law substantially related to his functions and duties. "Cause" shall include, but not be limited to, theft, embezzlement, unlawful discrimination, commission of a felony, gross insubordination to the City Manager, willful destruction of property, material dishonesty, repeated unexcused absences, or any other significant acts or omissions determined by the City Manager to render the Employee unfit to continue his Employment with the City; willful unauthorized taking of City funds or property, failure to carry out the primary duties and responsibilities of his position for a period in excess of 30 days (but excluding time periods when Employee is disabled or on authorized leave) death, conviction of a felony, or gross misconduct.

8.4 Resignation.

If Employee desires to resign his position, he will provide the City Manager with at least thirty (30) calendar days notice, in writing. In the event Employee resigns from his employment with City, the Employee shall not be entitled to any severance pay.

9. General Provisions.

9.1 This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the employment of Employee by the City and contains all of the covenants and agreements between the parties with respect to the employment of Employee by the City.

9.2 Each party agrees and acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein and that any agreement, statement, or promise not contained in this Agreement shall not be valid or binding on either party.

9.3 Any modification of this Agreement will be effective only if made in writing and signed by both the Employee and the City Manager after approval by the City Council.

9.4 If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

9.5 This Agreement shall be governed by and construed in accordance with the law of the State of California.

9.6 This Agreement shall be construed as a whole, according to its fair meaning, and not in favor or against any party. By way of example and not in limitation, this Agreement shall not be construed in favor of the party receiving a benefit nor against the party responsible for any particular language in this Agreement.

9.7 Employee acknowledges that he has had an opportunity to consult legal counsel in regard to this Agreement, that he has read and understands this Agreement, that he is fully aware of its legal effect, and that he has entered into it freely and voluntarily and based on his own judgment and not on any representations or promises other than those contained in this Agreement.

IN WITNESS WHEREOF, the parties have executed this Employment Agreement on the ____ day of _____, 2010.

EMPLOYEE/DIRECTOR OF FINANCE

Dilu Dealwis

CITY OF COVINA

Daryl Parrish
City Manager

ATTEST:

Catherine La Croix
Deputy City Clerk

APPROVED AS TO FORM:

City Attorney

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CC 5

STAFF SOURCE: Anthony Arroyo, Human Resources Director
Catherine LaCroix, Deputy City Clerk *aml*

ITEM TITLE: Calling and giving notice relative to holding the Covina General Municipal Election on Tuesday, March 8, 2011

STAFF RECOMMENDATION

- a) City Council adopt **Resolution No. 10-6896**, calling and giving notice of the holding of a General Municipal Election to be held on Tuesday, March 8, 2011, for the election of certain officers as required by the provisions of the laws of the State of California relating to general law cities.
- b) City Council adopt **Resolution No. 10-6897**, requesting the Board of Supervisors of the County of Los Angeles to render specified services to the City of Covina relating to the conduct of a General Municipal Election to be held on Tuesday, March 8, 2011.
- c) City Council adopt **Resolution No. 10-6898**, adopting regulations for candidates for elective office pertaining to candidates statements submitted to the voters at an election to be held, Tuesday, March 8, 2011.

FISCAL IMPACT

The approved budgeted amount for the 2011 General Municipal Election is \$69,450.00.

BACKGROUND

Election Code §1301 establishes the date for holding of general municipal elections on the first Tuesday after the first Monday in March of odd-numbered years. Government Code §36503 provides for filling of elective offices and the prescribed terms for City officers.

According to the Elections Calendar for General Law Cities and information provided by our elections administrator, Martin & Chapman Co., all resolutions calling and giving notice of the holding of Covina's General Municipal Election, should be adopted prior to November 1, 2010.

On Tuesday, March 8, 2011, Covina's voters will elect two Members of the City Council for full terms of four years. The filing period for nomination papers for candidates to these City offices will open on November 15, 2010 and close on December 13, 2010.

RELEVANCE TO STRATEGIC PLAN

Not applicable.

EXHIBITS

- A. Resolution No. 10-6896
- B. Resolution No. 10-6897
- C. Resolution No. 10-6898

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

RESOLUTION NO. 10-6896

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, MARCH 8, 2011, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on March 8, 2011, for the election of Municipal Officers.

NOW, THEREFORE, BE IT RESOLVED, DECLARED, DETERMINED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, AS FOLLOWS:

SECTION 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Covina, California, on Tuesday, March 8, 2011, a General Municipal Election for the purpose of electing two Members of the City Council for the full term of four years.

SECTION 2. That the ballots to be used at the election shall be in form and content as required by law.

SECTION 3. That the Deputy City Clerk is authorized, instructed and directed to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 4. That the polls for the election shall be open at seven o'clock a.m. of the day of the election and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, pursuant to Election Code §10242, except as provided in §14401 of the Elections Code of the State of California.

SECTION 5. That pursuant to Elections Code §12310, a stipend for services for the persons named as precinct board members is fixed at the sum of \$75.00 for each Inspector and \$55.00 for each Clerk for the election. The rental for each polling place, where a charge is made, shall be the sum of \$40.00 for the election.

SECTION 6. That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 7. That notice of the time and place of holding the election is given and the Deputy City Clerk is authorized, instructed and directed to give further or additional notice of the election, in time, form and manner as required by law.

SECTION 8. That the Deputy City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

SECTION 9. The City Council authorizes the Deputy City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.

PASSED, APPROVED AND ADOPTED this 19th day of October, 2010.

CITY OF COVINA, CALIFORNIA

Peggy Delach, Mayor

ATTEST:

Catherine M. LaCroix, Deputy City Clerk

APPROVED AS TO FORM:

Covina City Attorney

CERTIFICATION

I, Catherine M. LaCroix, Deputy City Clerk of the City of Covina, California, do hereby certify that the forgoing Resolution was introduced and adopted by the Covina City Council at a regular meeting thereof held on the 19th of October, 2010, by the following vote of the Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the official seal of the City of Covina, California, this 19th day of October, 2010.

Catherine M. LaCroix, Deputy City Clerk

(SEAL)

RESOLUTION NO. 10-6897

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO RENDER SPECIFIED SERVICES TO THE CITY RELATING TO THE CONDUCT OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, MARCH 8, 2011

WHEREAS, a General Municipal Election is to be held in the City of Covina, California, on Tuesday, March 8, 2011; and

WHEREAS, in the course of conduct of the election it is necessary for the City of Covina ("City") to request services of the County of Los Angeles ("County"); and

WHEREAS, all necessary expenses in performing these services shall be paid by the City.

NOW, THEREFORE, BE IT RESOLVED, DECLARED, DETERMINED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, AS FOLLOWS:

SECTION 1. That pursuant to the provisions of §10002 of the Elections Code of the State of California, the Covina City Council requests the Board of Supervisors of the County to permit the County Election Department to prepare and furnish the following for use in conduction the election:

1. The computer record of the names and address of all eligible registered voters in the City in order that the City's consultant, Martin & Chapman Co., may:
 - a. Produce labels for vote-by-mail voters;
 - b. Produce labels for sample ballot pamphlets;
 - c. Print Rosters of Voters and Street Indexes.
2. Voter signature verification as needed.
3. Make available to the City election equipment and assistance as needed according to State law.

SECTION 2. That the City shall reimburse the County for services performed when the work is completed and upon presentation to the City of a properly approved bill.

SECTION 3. That the Deputy City Clerk is directed to forward without delay to the Board of Supervisors and to the County Election Department, each a certified copy of this Resolution.

SECTION 4. That the Deputy City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 19th day of October, 2010.

CITY OF COVINA, CALIFORNIA

Peggy Delach, Mayor

ATTEST:

Catherine M. LaCroix, Deputy City Clerk

APPROVED AS TO FORM:

Covina City Attorney

RESOLUTION NO. 10-6898**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, MARCH 8, 2011**

WHEREAS, §13307 of the Elections Code of the state of California provides that the governing body of any local agency may adopt regulations pertaining to materials by any candidate for a municipal election, including costs of the candidates statement.

NOW, THEREFORE, BE IT RESOLVED, DECLARED, DETERMINED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, AS FOLLOWS:

SECTION 1. General Provisions. That pursuant to §13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of Covina ("City") on March 8, 2011, may prepare a candidate's statement on an appropriate form provided by the Deputy City Clerk. The statement may include the name, age, and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the Office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nominations papers and until 5:00 p.m. of the next working day after the close of the nomination period.

SECTION 2. Foreign Language Policy.

- A. Pursuant to the Federal Voting Rights Act, the City is required to translate candidate's statements into the following languages: Spanish
- B. Pursuant to State law, the candidate's statement must be translated and printed in the voter pamphlet in any language at the candidates request.
- C. The Deputy City Clerk shall:
 1. Translations
 - a) Have all candidates statements translated into Spanish as specified in (A) above.
 2. Printing
 - a) Print all translations of all candidates statements in the main voter pamphlet – the main voter pamphlet will be in English and Spanish.

SECTION 3. Payment.

- A. The candidate shall be required to pay for the cost of printing their candidate statement into English and Spanish in the voter's pamphlet, pursuant to Federal and/or State law.
- B. The candidate, at his or her request, shall pay for the cost of printing and translating the candidates statement into any foreign language that is not required as specified in (A) of Section 2 above, pursuant to Federal and/or State law, but is requested as an option by the candidate.

The Deputy City Clerk shall estimate the total cost of printing, handling, translating, and mailing the candidate's statements filed pursuant to this Section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the Clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expenses or refund any excess paid depending on the final actual cost. In the event of underpayment, the Clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the Clerk shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

SECTION 4. Additional Materials. No candidate will be permitted to include additional materials in the sample ballot package.

SECTION 5. That the Deputy City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

SECTION 6. That all previous resolutions establishing council policy on payment for candidate's statements are repealed.

SECTION 7. That this resolution shall apply only to the election to be held on March 8, 2011, and shall then be repealed.

SECTION 8. That the Deputy City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 19th day of October, 2010.

CITY OF COVINA, CALIFORNIA

Peggy Delach, Mayor

ATTEST:

Catherine M. LaCroix, Deputy City Clerk

APPROVED AS TO FORM:

Covina City Attorney

CERTIFICATION

I, Catherine M. LaCroix, Deputy City Clerk of the City of Covina, California, do hereby certify that the forgoing Resolution was introduced and adopted by the Covina City Council at a regular meeting thereof held on the 19th of October, 2010, by the following vote of the Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the official seal of the City of Covina, California, this 19th day of October, 2010.

Catherine M. LaCroix, Deputy City Clerk

(SEAL)

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CC 6

STAFF SOURCE: Steve Henley, Director of Public Works
Kalieh Honish, Assistant Director of Public Works
Paul Hertz, Public Works Superintendent



ITEM TITLE: Public Works Department Monthly Activity Report

STAFF RECOMMENDATION

Receive and file the Public Works Department Monthly Activity Report

FISCAL IMPACT

This report is informational only and has no budgetary impact.

BACKGROUND

Attached for the City Council's review and information are the Public Works Department's Monthly Activity Report for September.

In conjunction with the implementation of a revised Zone Maintenance Program in 2007, the Department implemented a renewed focus on Key Performance Indexing (KPI). KPI is a useful tool for developing a measurement system of organizational effectiveness by identifying activities important to the community and tracking their output over time.

During September, the following trends were noted:

- Water main line repairs were notably higher than previous months which can often be normal with the increased heat waves we experienced during the month.
- Service levels continue to be generally on par for the Transportation Division.
- Building and Safety Division's permit issuance increased by approximately 45% from last month.
- The Public Works Department was directed to oversee Code Enforcement and begun tracking four major Key Performance Indicators.

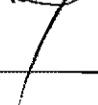
RELEVANCE TO THE STRATEGIC PLAN

The Public Works Department consists of the Water Division, Streets and Sewer Division, Central Equipment Division, Building Maintenance, and Development Services which includes Engineering, Environmental Services, Building and Safety, as well as Code Enforcement. The combined activities of each of the divisions continually strives to enhance the safety,

development and infrastructure needs of the community in the most cost effective and responsive way possible. In this way, while not directly responsive to any of the currently identified objectives of the Strategic Plan the activities which are reported on herein support several of the specific Strategic Plan's Goals, as follows: Improve and promote customer service; Enhance financial stability; Become an environmentally sustainable community; and Provide efficient, visible and responsive public safety.

EXHIBITS

A. Public Works Department Monthly Activity Report – September 2010

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

**CITY OF COVINA
PUBLIC WORKS DEPARTMENT MONTHLY ACTIVITY REPORT
SEPTEMBER 2010**

DIVISION	ACTIVITY	QUANTITY
Water Utility	Meter reads	8,042
	Meter replacements	35
	Consumer responses	114
	Backflow tests	4
	Flushed blow-offs	12
	Service line repair/replace	1
	Main line repair/replace	6
	Fire hydrant repair/replace	1
	Isolation valves exercised	80
	Emergency call outs	2
Equipment Maintenance	Preventative Maintenance service	26
	Safety inspections	26
	Daily demand repairs	73
	Tire repairs	21
	Emergency call outs	9
Street Maintenance	Traffic sign remove/replace/install	16
	Potholes repaired	85
	Curb and gutter remove/replace (LF)	33
	Sidewalk remove/replace (SF)	0
	Curb painted (LF)	954
	Stop and Bars repainted	0
	Utility cuts repaired	4
	Trees trimmed	25
	Trees removed	1
Emergency call outs	2	
Environmental Services	Used oil containers distributed	5
	Compost bins distributed	1
	NPDES violations investigated	1
	Waste Management consumer responses	13
	Plans checked for environmental compliance	8
	Environmental legislation & regulations reviewed	12
	Special Waste collection events promoted	1
Engineering Inspection	Utility cuts inspections	0
	Sidewalk remove/replace/install inspections	3
	Driveway approach inspections	1
	Sanitary Sewer repair/install	0
	Traffic signal system install/modifications	0
	Job site meetings	4
	Construction site NPDES BMP compliance	6
	Street Paving / Patches	0
Building Maintenance	Service requests completed	17
	Facility heat/air conditioning repairs	0
	Facility lighting/electrical repairs	1
	Emergency call outs	0
Special Activities of Note	Underground Service Alert marking responses	40
	Sink holes repaired	7
	Lineal feet of skin patching	599
	Sanitary Sewer manhole repairs	1
	URM Ordinance non-compliance civil injunctions filed	0

**CITY OF COVINA
PUBLIC WORKS DEPARTMENT MONTHLY ACTIVITY REPORT
SEPTEMBER 2010**

DIVISION	ACTIVITY	QUANTITY
Transportation	Bus passes sold	84
	Covina Transit passengers	1,558
	Metrolink Shuttle passengers	376
	Metrolink parking permits sold	875
	Municipal lots blue zone permits sold	62
	Municipal lots monthly machine revenues	\$432
Code Enforcement	Number of Inspections	689
	Number of signs pulled from public right-of-way	68
	Number of resolved cases	93
	Number of open cases	229
Building & Safety	Permits issued	139
	Inspections conducted	422
	Plan checks conducted	21
	Permit valuation	\$754,387
Sewer Maintenance	Manholes inspected	450
	Linear feet of main cleaned	89,541
	Hot-spot locations cleaned	33
	Sewer overflow responses	0
	Manholes treated for vermin infestation	22
	Manholes treated for rodent infestation	0
	Routine pump station checks	30

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CC 7

STAFF SOURCE: Robert Neiuber, Director of Community Development *RN*
Lisa Brancheau, Redevelopment Manager

ITEM TITLE: Annual assessment of the Downtown Covina Business Area Enhancement District (BAED)

STAFF RECOMMENDATION

- a. Approve the Annual Report of the Advisory Board of the Downtown Covina Business Area Enhancement District (BAED).
- b. Adopt **Resolution No. 10-6901**, of the City Council of the City of Covina declaring its intent to levy an annual assessment for the fiscal year 2010-11 in the Downtown Business Area Enhancement District, and establishing the date, time and place for the public hearing.

FISCAL IMPACT

There is no impact to the General Fund. A match of \$7,500 to be issued to the Covina Downtown Association (CDA), will come from CRA account no. 5021-4650-00-53785.

BACKGROUND

In May 1996, the City of Covina, in cooperation with the (CDA), established a Downtown Business Area Enhancement District (Ordinance 96-1805) pursuant to the Parking and Business Improvement Area Law of 1989. Each business in the BAED was assessed a fee of \$100 per year, through the City's business license fee collection process, to be used to promote and market the Downtown area and to provide general maintenance of common areas. The assessment was increased to \$125 per year beginning with the 1999 business licenses.

The Covina Redevelopment Agency agreed in 1996 and in subsequent budget years to provide matching funds to the CDA for all assessments collected each year up to \$7,500.

The CDA Advisory Board has completed the annual report, which is on file with the City Clerk.

Legal requirements for the continuation of this agreement obligate the City to:

- 1) Approve the Annual Report
- 2) Adopt a resolution of intention to levy an annual assessment
- 3) Hold a public hearing on this assessment
- 4) Adopt a resolution confirming the Annual Report

This meeting will satisfy the first two of these requirements. The second two items will be addressed at the November 2, 2010 Council Meeting. Council may make changes to the Annual Report after the public hearing.

There are no proposed changes to the boundaries of the District. The Association will continue to solicit associate members as well as attempt to generate additional funds to supplement the assessment.

RERELEVANCE TO STRATEGIC PLAN

Providing funding to aid in the promotion, marketing, and maintenance of downtown is in keeping with the Strategic Planning goal of Enhancing Financial Stability.

EXHIBITS

- A. Business Area Enhancement District Annual Report
- B. Resolution No. 10-6901

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

COVINA DOWNTOWN ASSOCIATION
143 N. CITRUS AVE.
COVINA, CA. 91723

October 4, 2010

Lisa Brancheau
City of Covina
125 East College Street
Covina, California 91723

RE: Benefit Area Enhancement District

Dear Lisa,

The Board of Directors of the Covina Downtown Association has prepared the following report in order to levy BAED assessment in the Downtown area for the year 2011.

1. Boundary Changes

The Board of Directors request no changes in the boundaries of the BAED district at this time.

2. Planned Activities for 2011

The Board of Directors has adopted a plan for the fiscal year 2011 which includes continued print and direct mail advertising, promoting the Downtown shopping experience through our website and directories, light pole banner program, continuation of our sidewalk and alleyway maintenance program, and the lighting of the trees on Citrus Avenue.

3. Projected budget for 2011 fiscal year

Our budget for the fiscal year 2011 will be \$46,850.00 with estimated \$15,000.00 coming from the BAED assessment and matched funds. We have budgeted 80% to advertising and promotional events, 15% to sidewalk and tree maintenance, , 3% for the Covina.com website, and 2% for operating expenses.

4. Method of levying Assessment

The fiscal assessment would be the same as in past years at \$125.00 per business. The Board respectfully requests that the City match these funds, as in the past.

**COVINA DOWNTOWN ASSOCIATION
143 N. CITRUS AVE.
COVINA, CA. 91723**

5. Carryover Revenues

Our 2010 fiscal budget will fund all of the CDA activities, leaving an estimated \$1800.00 to begin the next fiscal year.

6. Outside Contributions

We will continue to solicit associate members, using Puente Street to the railroad track, and Second Street to Fourth Avenue as our perimeters for the district. We will continue to maintain the Citrus Avenue banner program to bring in additional funds to supplement our assessments.

On Behalf the Covina Downtown Association, I would like to thank the City for your continued support of our activities in the Downtown area.

Respectfully submitted,

George Peterson

President
Covina Downtown Association

RESOLUTION NO. 10-6901

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA
DECLARING ITS INTENT TO LEVY AN ANNUAL ASSESSMENT FOR
THE FISCAL YEAR 2010-2011 IN THE DOWNTOWN BUSINESS AREA
ENHANCEMENT DISTRICT, AND ESTABLISHING THE DATE, TIME
AND PLACE FOR THE PUBLIC HEARING.**

WHEREAS the City Council has previously established the Downtown Business Area Enhancement District (the "BAED"), created pursuant to the Parking and Business Improvement Area Law of 1989 (California Streets and Highways Code, Sections 36500 et seq.), and;

WHEREAS the City Council desires to continue the BAED by levying the annual assessment permitted by the Ordinance, which established the BAED.

NOW, THEREFORE, the City Council of the City of Covina, California, does hereby resolve as follows:

SECTION 1. The City Council of the City of Covina does hereby declare its intent to levy and collect assessments in the BAED for fiscal year 2010-2011 in the time and manner specified in the ordinance, which established the BAED.

SECTION 2. The boundaries of the BAED shall remain as established.

SECTION 3. The type of improvements and activities to be funded by the levy of assessments on the businesses in the BAED include, but are not limited to, the following:

- (a) parking facilities
- (b) benches
- (c) trash receptacles
- (d) street lighting
- (e) decorations
- (f) parks
- (g) fountains
- (h) business promotion
- (i) Other improvements and activities which confer special benefits upon the businesses for which the improvements and activities are provided.

No substantial changes will be made to this list of improvements and activities.

SECTION 4. The name of the Parking and Business Improvement Area under which this levy and collection is carried out is the Covina Downtown Business Area Enhancement District ("BAED"). The boundaries of the BAED are within downtown Covina, and more specifically include all ground floor businesses fronting on Citrus Avenue between Badillo Street and San Bernardino Road. Additional businesses within close proximity to the District requested inclusion into the District beginning with the 2009-2010 year. This request was approved by the City Council on October 6, 2009. Those additional business included in the district are: Gunn's

Home Interiors, 128 E. College; Shipping & Handling Inc., 126 E. Badillo; Keystone Uniforms Depot, 123 S. Citrus; Hi Ho Market & Sandwich, 160 E. College; Citrus Valley Florist, 143 S. Citrus; Azo Vino Gift Gallery & Wine, 144 W. Badillo; Christian Science Reading Room, 238 N. Citrus; Helen's Antiques, 119-121 W. Badillo; Powell Camera Shop, 160 W. Badillo; Real Estate Express, 118 Orange; Red Devil Pizza, 116 W. Badillo; Ace Pelizon Plumbing, 120 E. Badillo; Taste of Texas, 545 N. Citrus; Alicia's Costumes, 112 E. College; In the Wind, 123 W. Badillo; State Farm Insurance, 165 E. College; Old Covina Antique Emporium, 514 N. Citrus; Whistle Stop, 115 E. Italia; Sweet Savory Café & Bakery, 132 E. College; and, Cruz Chiropractic, 133 N. Citrus #201.

SECTION 5. A full and detailed description of the improvements and activities to be provided for fiscal year 2010-2011, the boundaries of the BAED and any benefit zones within it, and the proposed assessments to be levied upon the businesses within the BAED for that fiscal year can be found in the Advisory Board's report on file with the City Clerk.

SECTION 6. The City Council hereby establishes the date of November 2, 2010 as the time and place for a public hearing on the levy of the proposed assessments for fiscal year 2010-2011. At this public hearing, protests may be made orally or in writing by any interested person. Any protest pertaining to the regularity or sufficiency of these proceedings shall be in writing and shall clearly set forth the irregularity or defect to which the objection may be made. Any protest made must comply with the provisions of California Streets and Highways Code section 36524 and 36525.

SECTION 7. The City Clerk shall give notice of the public hearing by causing this Resolution of Intention to be published once in a newspaper of general circulation in the City at least seven days before the public hearing.

SECTION 8. The City Clerk shall certify as to the adoption of this resolution and shall cause the same to be processed in the manner required by law.

PASSED, APPROVED and ADOPTED this 19th day of October, 2010.

CITY OF COVINA

Peggy Delach, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

Legal Counsel

COVINA REDEVELOPMENT AGENCY
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CC 8

STAFF SOURCE: Dilu De Alwis, Finance Director

ITEM TITLE: Payment of Demands

STAFF RECOMMENDATION:

Approve Payment of Demands in the amount of **\$156,629.81**

BACKGROUND:

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

<u>DATE OF DEMANDS</u>	<u>DEMAND NUMBERS</u>	<u>AMOUNT</u>
ACCOUNTS PAYABLE WARRANTS		
August 12, 2010	6044-6057	\$23,865.79
August 19, 2010	6058-6066	\$29,914.09
August 26, 2010	6067-6079	\$48,686.43
August 5, 2010	(Reimburse PR Insurance)	\$6,673.54
August 18, 2010	(Reimburse PR Insurance)	\$6,462.55

PAYROLL

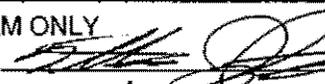
August 5, 2010	\$21,145.76
August 19, 2010	\$19,881.65

VOIDS

GRAND TOTAL: \$156,629.81

EXHIBITS:

A. ACCOUNTS PAYABLE REGISTER

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

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To Note
RA00006044	CRA00626	ANDY GUMP INC	08/12/10	19.86	MW	OH	
RA00006045	CRA00543	BANK OF THE WEST	08/12/10	1,386.87	MW	OH	
RA00006046	CRA00249	BROWN-HEIGEL, HARRY	08/12/10	13,000.00	MW	OH	
RA00006047	CRA00656	CATHOLIC CHARITIES	08/12/10	1,915.04	MW	OH	
RA00006048	CRA00035	COVINA DISPOSAL CO	08/12/10	111.79	MW	OH	
RA00006049	CRA00128	COVINA, CITY OF	08/12/10	4,593.71	MW	OH	Payee Name different in Check DB
RA00006050	CRA00027	EDISON CO	08/12/10	373.25	MW	OH	
RA00006051	CRA00049	GEOGRAPHICS	08/12/10	356.00	MW	OH	Payee Name different in Check DB
RA00006052	CRA00635	HANEY'S LANDSCAPE MAINTENANCE	08/12/10	335.00	MW	OH	
RA00006053	CRA00480	OFFICE DEPOT	08/12/10	172.97	MW	OH	
RA00006054	CRA00672	PAULSEN, DANIEL	08/12/10	1,036.23	MW	OH	
RA00006055	CRA00570	SGV EXAMINER	08/12/10	329.30	MW	OH	
RA00006056	CRA00437	SO CALIF GAS COMPANY	08/12/10	61.62	MW	OH	
RA00006057	CRA00273	UNITED SITE SERVICES OF CA IN	08/12/10	174.15	MW	OH	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	23,865.79	Number of Checks Processed:	14
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	23,865.79		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel To	Note
RA00006058	CRA00545	AL-SAL OIL COMPANY INC	08/19/10	7,333.33	MW		OH	
RA00006059	CRA00421	ALASKA PETROLEUM	08/19/10	3,569.46	MW		OH	
RA00006060	CRA00034	DH MAINTENANCE SERVICES	08/19/10	125.00	MW		OH	
RA00006061	CRA00027	EDISON CO	08/19/10	23.30	MW		OH	
RA00006062	CRA00350	GASSER, NUALA	08/19/10	122.67	MW		OH	
RA00006063	CRA00057	HDL COREN & CONE	08/19/10	4,650.00	MW		OH	Payee Name different in Check DB
RA00006064	CRA00673	MACIAS GINI & O CONNELL LLP	08/19/10	1,475.00	MW		OH	
RA00006065	CRA00116	US BANK	08/19/10	12,206.34	MW		OH	
RA00006066	CRA00642	XO COMMUNICATIONS	08/19/10	408.99	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	29,914.09	Number of Checks Processed:	9
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	29,914.09		

Check	Payee ID.	Payee Name	Date	Check Amount	Type	Subs	Rel	To Note
RA00006067	CRA00626	ANDY GUMP INC	08/26/10	19.86	MW	OH		
RA00006068	CRA00465	AZUSA LIGHT & WATER	08/26/10	140.39	MW	OH		
RA00006069	CRA00549	BEST BEST & KRIEGER LLP	08/26/10	5,194.52	MW	OH		
RA00006070	CRA00128	COVINA, CITY OF	08/26/10	5,194.50	MW	OH		Payee Name different in Check DB
RA00006071	CRA00034	DH MAINTENANCE SERVICES	08/26/10	220.00	MW	OH		
RA00006072	CRA00027	EDISON CO	08/26/10	287.57	MW	OH		
RA00006073	CRA00027	EDISON CO	08/26/10	27.39	MW	OH		
RA00006074	CRA00057	HDL COREN & CONE	08/26/10	164.35	MW	OH		Payee Name different in Check DB
RA00006075	CRA00674	HODGES LACEY & ASSOCIATES LLC	08/26/10	13,500.00	MW	OH		
RA00006076	CRA00058	ICSC	08/26/10	50.00	MW	OH		
RA00006077	CRA00518	OVERLAND PACIFIC & CUTLER INC	08/26/10	21,615.50	MW	OH		Payee Name different in Check DB
RA00006078	CRA00595	REGINA COLLINS	08/26/10	2,213.00	MW	OH		Payee Name different in Check DB
RA00006079	CRA00212	VERIZON CALIFORNIA	08/26/10	59.35	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	48,686.43	Number of Checks Processed:	13
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	48,686.43		

STATE OF CALIFORNIA)
) ss:
COUNTY OF LOS ANGELES)

I, Dilu De Alwis being first duly sworn, declare that I am the Finance Director of the City of Covina and have read the attached Register(s) of Audited Demands for the Covina Redevelopment Agency dated Accounts Payable for 8/05/10, 8/12/10, 8/18/10, 8/19/10, and 8/26/10; Payroll for 8/05/10 and 8/19/10; know the contents thereof, and do CERTIFY as to the accuracy of the attached Demands and the availability of funds for their payment pursuant to the government Code, Section 37202.

Dilu De Alwis,
Finance Director

Subscribed and sworn to before me

this _____ day of _____, 2010

COVINA REDEVELOPMENT AGENCY
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: cc 9

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

ITEM TITLE: Redevelopment Agency to approve the Relocation and Lease Termination Settlement Offer/Agreement with Candy Connection as part of the Olson Citrus Walk Project

AGENCY RECOMMENDATION

Approve Relocation Settlement offer with Candy Connection for Olson Citrus Walk Project and authorize Executive Director to execute the \$83,000 agreement, \$77,000 of which will be given as a cash settlement and the remainder is credit for forgiveness of rent through December 23, 2010.

FISCAL IMPACT

There is no General Fund Impact. As a result of relocation settlement agreements approved by The Agency Board on September 21, 2010, in the amount of \$222,500, a balance of \$433,500 is available for the remaining tenants to be relocated. An \$83,000 settlement is proposed for the Candy Connection. Of this amount, a cash settlement of \$77,000 and forgiveness of rent through December 23, 2010 will be granted. A \$900 security deposit will be retained by the Agency.

Granting a cash settlement of \$77,000 to the Candy Connection will reduce the relocation funds available to \$356,500. The funding will come from Relocation Account No. 5031-4450-00-53710.

BACKGROUND

To date, relocation settlement agreements have been executed for The Whistle Stop, Sheer Pleasure, Salon Cielo, Le Petit Salon, Private Beach Tanning, and Kaos Records. The Agency continues to negotiate with Covina Valley Unified School District and La Tazza Café.

Candy Connection, located at 326 N. Citrus Avenue has agreed to a relocation settlement in the amount of \$77,000, the forgiveness of rent, and forfeit of a \$900 security deposit. The premises will be vacated no later than December 23, 2010.

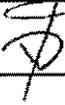
Should the Agency Board approve the proposed settlement agreement, the tenant and Agency will enter into a Relocation Settlement Agreement which incorporates the terms and other appropriate conditions and protections for the Agency.

RELEVANCE TO THE STRATEGIC PLAN

Construction of the Olson Citrus Walk project is in keeping with the Strategic Planning Goal of Enhancing Financial Stability. The project will result in an influx of new residents and their visitors into the downtown area who will shop, dine, and relax downtown, thus furthering the revitalization of the area.

EXHIBITS

A. None

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

COVINA PUBLIC FINANCING AUTHORITY
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CC 10

STAFF SOURCE: Dilu de Alwis, Finance Director *DA*

ITEM TITLE: A Resolution of the Covina Public Financing Authority Establishing Regular Meetings.

STAFF RECOMMENDATION

Adopt Resolution #10-09 of the Covina Public Financing Authority establishing regular meetings.

FISCAL IMPACT

None.

BACKGROUND

Section 6592.1 of the California Government Code was enacted in 2009 for the purpose of requiring joint powers authorities to approve the issuance of bonds at regular meetings. This provision became effective January 1, 2010. We are asking the Authority at this time to establish a schedule of regular meetings as the Board of the Authority has not previously taken such action. The attached Resolution establishes regular meetings of the Authority on the same nights as City Council meetings. If no agenda for the Authority is posted, then no meeting of the Authority will be held.

RELEVENCE TO THE STRATEGIC PLAN

Not applicable

EXHIBITS

A. Resolution #10-09

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

RESOLUTION NO. 10-10-09

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COVINA PUBLIC FINANCING AUTHORITY
ESTABLISHING REGULAR MEETINGS**

WHEREAS, the Covina Public Financing Authority (the “Authority”) has been formed pursuant to a Joint Exercise of Powers Agreement (the “Agreement”) originally executed as of March 5, 1991, by and between the City of Covina (the “City”) and the Covina Redevelopment Agency (the “Agency”), and is authorized under said Agreement and under the laws of the State of California to finance the acquisition and construction of public capital improvements for the City and the Agency; and

WHEREAS, Section 2.04(c) of the Agreement states that all meetings shall be conducted in accordance with the Ralph M. Brown Act of the Government Code of the State of California;

WHEREAS, the Board of the Authority (the “Board”) wishes to establish a schedule of regular meetings of the Authority to coincide with the regularly scheduled meetings of the City Council of the City of Covina;

THEREFORE, BE IT RESOLVED by the Board of the Covina Public Financing Authority adopt as follows:

Section 1. Findings and Determinations. The above statements are true and correct.

Section 2. Establishment of Regular Meetings. Regular meetings of the Board shall be held on the same dates and at the same location as regular meetings of the City Council of the City of Covina and shall be noticed in the same manner; provided however, that if no

agenda is posted for a regular meeting of the Authority, then such regular meeting shall be deemed cancelled. If any day so fixed for a regular meeting shall fall upon a legal holiday, then such regular meeting shall be held upon the next succeeding business day at the same hour. The Board shall meet at a regular meeting at least once each calendar year.

Section 3. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

ADOPTED this _____ day of _____, 2010.

Chairperson

ATTEST:

Secretary of the Public Financing Authority

CERTIFICATION

I, _____, Secretary of the Covina Public Financing Authority, do hereby certify that the foregoing resolution was adopted by the Board of Directors of the Covina Public Financing Authority at a regular meeting thereof held on the ____ day of _____, 2010, by the following vote of the Public Financing Authority:

AYES:

NOES:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Covina Public Financing Authority this ____ day of _____, 2010.

Secretary of the Covina Public
Financing Authority

(SEAL)

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: PH 1

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

ITEM TITLE: Council consideration of revocation of Conditional Use Permits #87002 and 99-001 and Business License #02784 for the establishment known as "The Well" Bar, located at 989 West San Bernardino Road, Covina, California 91722

STAFF RECOMMENDATION

- a. Open the Public Hearing and take testimony.
- b. Continue the Public Hearing to November 2, 2010 on the revocation of Conditional Use Permits #87002 and 99-001 and Business License #02784 for the establishment known as "The Well" Bar, located at 989 West San Bernardino Road, Covina, California 91722

GENERAL FUND IMPACT

Retail establishments generate sales tax, which is a part of the City's General Fund. In general, smaller retail establishments similar to The Well Bar generate less than \$5,000 of sales tax in a given fiscal year. There is the possibility of the loss of sales tax generation from the site if the CUP's and Business License are revoked.

BACKGROUND

The City Council is asked to consider revocation of two conditional use permits and the business license for "The Well" bar, located at 989 West San Bernardino Road. In accordance with the Covina Municipal Code, staff served a notice of hearing on September 29, 2010 upon both the business owners and property owners of "The Well." Notice was also published and mailed to property owners within 300 feet of "The Well" on October 7, 2010 in accordance with the Covina Municipal Code.

Last week, some additional information came to light with regard to this matter. Therefore, staff is asking that the Public Hearing be continued to November 2, 2010, to allow adequate time for staff to review and incorporate the information into its report to the City Council.

The grounds for the revocation of the Business License #02784 include the following:

1. The business is contrary to, inimical to or jeopardizes the preservation of the public peace, safety or welfare, as set forth in Covina Municipal Code section 5.04.035(B).
2. The business is an unlawful business, or provides or sells a service or product that is illegal under the laws of the state of California and/or ordinances of the City of Covina.

The grounds for the revocation of Conditional Use Permit #87002 include the following:

1. Violation of condition #2 of Conditional Use Permit #87002. Permittees have failed to demonstrate and report that sales of alcohol on the property are less than or equal to thirty-five percent (35%) of gross sales.
2. Violation of Covina Municipal Code section 9.20.010 (Gambling place – Keeping prohibited.)
3. Violation of Covina Municipal Code section 9.20.020 (Gambling place – Permitting operation prohibited.)
4. Violation of Covina Municipal Code section 9.20.030 (Playing or betting at or against games.)
5. Use of the property as an “adult cabaret,” as defined in Covina Municipal Code section 9.30.020(A)(3), in violation of Covina Municipal Code section 9.30.030 (Adult-oriented business regulatory permit required.)
6. Multiple violations of Covina Municipal Code section 9.54.010 (Disorderly conduct.), and to the extent that such violations constitute a public nuisance thereby endangering the health, safety, and general welfare of the community.
7. Multiple violations of Covina Municipal Code section 9.36.020 (Massage Parlor – Permit – Required.)
8. The use otherwise negatively and adversely affects the health, safety, and general welfare of the community, where the Permittees’ use and operation has been in a “disorderly manner” within the meaning of Covina Municipal Code section 5.04.050(A).

The grounds for the revocation of Conditional Use Permit #99-001 include the following:

1. Violation of condition #1 of Conditional Use Permit #99-001. Permittees have failed to maintain for the prior six (6) months: five (5) game machines and one (1) karaoke machine in connection with the operation of a small eating establishment.
2. Violation of condition #3 of Conditional Use Permit #99-001. Permittees have failed to demonstrate and report that sales of alcohol on the property are less than or equal to thirty-five percent (35%) of gross sales.
3. Violation of condition #5 of Conditional Use Permit #99-001. Permittees have improperly expanded use of the property without obtaining a new conditional use permit

4. Violation of condition #8 of Conditional Use Permit #99-001. Permittees have failed to comply with all terms and conditions of Conditional Use Permit #87002.
5. Violation of condition #9 of Conditional Use Permit #99-001. Permittees have violated or have allowed to be violated, other provisions of the Covina Municipal Code as set forth in this Notice, and as will be further detailed at the hearing of this matter.
6. Violation of Covina Municipal Code section 9.20.010 (Gambling place – Keeping prohibited.)
7. Violation of Covina Municipal Code section 9.20.020 (Gambling place – Permitting operation prohibited.)
8. Violation of Covina Municipal Code section 9.20.030 (Playing or betting at or against games.)
9. Use of the property as an “adult cabaret,” as defined in Covina Municipal Code section 9.30.020(A)(3), in violation of Covina Municipal Code section 9.30.030 (Adult-oriented business regulatory permit required.)
10. Multiple violations of Covina Municipal Code section 9.54.010 (Disorderly conduct.), and to the extent that such violations constitute a public nuisance thereby endangering the health, safety, and general welfare of the community.
11. Multiple violations of Covina Municipal Code section 9.36.020 (Massage Parlor – Permit – Required.)
12. The use otherwise negatively and adversely affects the health, safety, and general welfare of the community, where the Permittees’ use and operation has been in a “disorderly manner” within the meaning of Covina Municipal Code section 5.04.050(A).

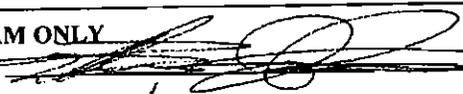
Staff would ask that the City Council open the Public Hearing and take testimony from interested parties who may not be able to attend the November 2, 2010 continued Public Hearing on this matter. Staff would then suggest that the Public Hearing be continued to November 2, 2010.

RELEVANCE TO THE STRATEGIC PLAN

Not applicable.

EXHIBITS

None

<p>REVIEW TEAM ONLY</p> <p>City Attorney: </p> <p>City Manager: </p>	<p>Finance Director: </p> <p>Other: _____</p>
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CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CB 1

STAFF SOURCE: Catherine LaCroix, Deputy City Clerk *arf*

ITEM TITLE: Update on the Strategic Plan

STAFF RECOMMENDATION

Receive and file the monthly Strategic Plan objectives update.

FISCAL IMPACT

None.

BACKGROUND

At the regular meeting of July 6, 2010, City Council approved the City of Covina Strategic Plan from the June 7, 2010 Strategic Planning Meeting. In accordance with the Strategic Plan process, progress toward achievement of the outlined objectives will be reported to the City Council at the second meeting of each month through November. On October 26, 2010, a second planning session will be held for an assessment of progress and development of objectives for the next six months. Attached, for the City Council's review, is the Strategic Plan Objectives matrix indicating the progress of each six-month objective for the three-year goals.

RELEVANCE TO THE STRATEGIC PLAN

See attached matrix.

EXHIBITS

- A. Strategic Plan Objective Matrix

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

CITY OF COVINA SIX-MONTH STRATEGIC OBJECTIVES

June 7, 2010 to November 15, 2010

THREE-YEAR GOAL: ***IMPROVE AND PROMOTE CUSTOMER SERVICE***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By the Sept. 30, 2010 City Council meeting	Finance Director	Ensure that webstreaming of City Council meetings begins.	X			Webstreaming of City Council meetings began at the September 21, 2010 City Council meeting.
2. At the Sept. 7, 2010 City Council meeting	HR Director and Deputy City Clerk	Report on the results to the Management Team and City Council on the internal assessment by all city employees and external assessment by City residents and the public on how to improve customer service.		X		Internal survey completed and findings reported to Council on September 21, 2010. Staff currently finding customer service trainers for city employees. External survey to start last week of October.
3. Nov. 15, 2010	City Manager	Contract for and implement an Instant Customer Service Feedback Program.		X		Contract for Instant Customer Service Feedback Program approved and devices have been delivered.
4. Nov. 15, 2010	Finance Director and the Communications Manager	Transition to overseeing the redesign/reconfiguration of the city's website and web management process to make the website more user-friendly.		X		
5. Nov. 15, 2010	City Manager	Implement customer service training for all city staff (to include internal and external customers and a change of management philosophy to a more service-oriented approach).		X		See item number 2 above.

THREE-YEAR GOAL: *ENHANCE FINANCIAL STABILITY*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Beginning July 1, 2010 & quarterly thereafter	Finance Director	Present to the City Council updates on state and federal actions that could impact the financial stability of the city.		X		
2. Sept. 15, 2010	Finance Director	Develop and distribute to the public a <i>Citizens' Guide to the Adopted Budget</i> .	X			
3. Sept. 30, 2010, contingent upon budget	HR Director (lead) and Finance Director	Develop and present to the City Council for action a long-range (not more than 3 years), multi-phase Salary and Benefits Plan to assist in recruitment, retention and employee stability, focusing on paying at not lower than 95% of median as compared to surveyed cities.	X			As a result of the recently completed negotiations AFSCME employees will be brought to the 95 th percentile starting 7/1/11.
4. Sept. 30, 2010	City Manager	Complete a study of the pros and cons, including the cost of each option, for providing fire services, and recommend an option to the City Council for action.			X	Completed and presented results of study to City Council. Pending discussion with the City of Pomona and other contract cities to discuss other potential options.
5. Nov. 15, 2010	City Manager and Finance Director, with input from the Citizens' Advisory Committee on Long-Term Financial Stability	Present to the City Council for consideration at least five options for attaining long-term financial stability.		X		
FUTURE OBJECTIVE Dec. 31, 2010	Finance Director and City Manager	Conduct a Fee Study and present recommendations to the City Council for action.		X		This item may be dependent upon the results of Proposition 26 on the 11/2/10 ballot which could change what constitutes a fee and a tax.

THREE-YEAR GOAL: *ENHANCE PARKS & RECREATION AND LIBRARY SERVICES*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Sept. 1, 2010	Dir. of Parks and Recreation, working with the City Attorney	Report to the City Council on Library policies and procedures for greater efficiency (e.g., library card application).		X		
2. At the Sept. 7, 2010 City Council meeting	Dir. of Parks and Recreation and the Dir. of Community Development	Present to the City Council for action the final design of Heritage Plaza.		X		
3. Oct. 1, 2010	Dir. of Parks and Recreation, working with the Library Board of Trustees and the Friends of the Library	Develop and publicize a program for citizens to contribute to a "giving wall" to increase funding support for the library.		X		
4. Nov. 15, 2010	Dir. of Parks and Recreation and the Dir. of Community Development	Go out to bid and make a recommendation to the City Council for action for the award of contract for Heritage Plaza.		X		
FUTURE OBJECTIVE Jan. 15, 2011	Dir. of Parks and Recreation, working with the City Attorney and Police Department	Present to the City council for action updated city park ordinances (e.g., related to the noise levels, dogs, wheel toys).		X		

THREE-YEAR GOAL: *BECOME AN ENVIRONMENTALLY SUSTAINABLE COMMUNITY*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the July 20, 2010 City Council meeting	City's Federal Advocate	Recommend to the City Council at least five federal sustainability or energy efficiency grants that the city can apply for.	X			
2. At the Sept. 21, 2010 City Council meeting	Community Development Dir.	Present to the City Council for consideration updated zoning codes to encourage environmental sustainability (e.g., water, solar).		X		
3. Oct. 1, 2010	Public Works Director	Present to the City Council for action a policy to review the reinvestment of energy savings in future energy efficient projects.	X			Item presented at October 5, 2010 City Council Meeting.
4. At the Oct. 19, 2010 City Council meeting	Mayor Peggy Delach and Mayor Pro Tem John King	Report to the City Council on the SGVCOG Energywise Partnership and the development of a Strategic Energy Plan for the City of Covina.		X		
5. Nov. 15 2010	Public Works Director	Incorporate educational, environmentally sustainable landscape in at least one project on City property.		X		
6. Nov. 15, 2010	Public Works Director	Complete the ARRA energy savings projects for the approved city facilities and municipal pool and apply for the Southern California Edison rebates.		X		
7. Nov. 15, 2010	Public Works Director	Present to the City Council for action a Green Building code compliant with state requirements.		X		

THREE-YEAR GOAL: *PROVIDE EFFICIENT, VISIBLE AND RESPONSIVE PUBLIC SAFETY*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Ongoing	Councilmember Allen and the Police Chief	Apply for disaster preparedness grants.		X		
2. Sept. 15, 2010	Police Chief and the Finance Director	Have online crime reporting available on the website.		X		
3. At the Sept. 21, 2010 City Council meeting	Councilmember Allen and the Police Chief	Present the updated Disaster Plan to the City Council for action.		X		

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CB 2

STAFF SOURCE: Steve Henley, Public Works Director
Lieutenant David Povero, Covina Police Department
Alex Gonzalez, Senior Management Analyst



ITEM TITLE: Renew Business License and Certificate of Public Convenience and Necessity for Southern California Transportation, D.B.A. Yellow Cab Company of San Gabriel Valley.

STAFF RECOMMENDATION

Direct the Finance Department to renew a Business License and update the Certificate of Public Convenience and Necessity in accordance with Chapter 5.44 of the Covina Municipal Code for Southern California Transportation, D.B.A. Yellow Cab Company of San Gabriel Valley.

FISCAL IMPACT

None.

BACKGROUND

This item was continued from the City Council meeting of October 5, 2010 due to questions that arose during public comment concerning Yellow Cab Company of San Gabriel Valley's incorporation status. Yellow Cab Company of San Gabriel Valley is a subsidiary of Southern California Transportation, which staff verified is a licensed and active corporation in the State of California (Exhibit A).

Southern California Transportation used to be known as "Southern California Transcorp." In fact, in 2009 Southern California Transcorp obtained a certificate of public convenience and necessity to operate in the City of Covina as Yellow Cab Company of San Gabriel Valley. Southern California Transcorp changed their name to Southern California Transportation last year after similar confusion about their corporate status arose. If you will recall, in February of 2009 Yellow Cab Company of San Gabriel Valley applied for its initial Certificate of Public Convenience and Necessity with the City. During consideration of their certificate, questions arose concerning their corporate status. Staff subsequently determined that they were authorized to conduct business in California (Exhibit B). Part of the confusion in 2009 was the number of

subsidiaries assigned to Southern California Transcorp bearing the name "Yellow Cab." As a result, Yellow Cab Company of San Gabriel Valley recently made a business decision to change its corporate name to Southern California Transportation on March 27, 2009, and is currently active as a California corporation.

Section 5.44.080 of the Covina Municipal Code generally provides that all certificate holders must keep their information current. As a result, Yellow Cab Company of San Gabriel Valley has requested that the City update their parent company information for Fiscal Year 2010-2011 and renew their Certificate of Public Convenience and Necessity.

The company provided all necessary documents for renewal of its license, as detailed in the Covina Municipal Code Chapter 5.44, in less than sixty days and has met all conditions for licensing as stipulated in the Covina Municipal Code. The company is based in Hacienda Heights and maintains a maintenance facility at 14920 E. Clark Avenue in Hacienda Heights.

As part of the Certificate of Public Convenience and Necessity, Yellow Cab Company of San Gabriel Valley has completed vehicle inspections for six vehicles and background investigations for six drivers through the Covina Police Department. Yellow Cab Company of San Gabriel Valley has also presented proof of insurance and driver drug testing with their application.

It is recommended that the Finance Department renew a Business License and update Certificate of Public Convenience and Necessity to Southern California Transportation, D.B.A. Yellow Cab Company of San Gabriel Valley pursuant to Resolution Number 09-6733 and the following provisions:

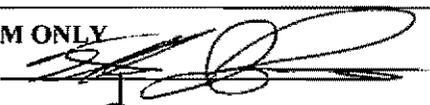
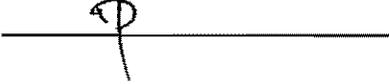
- Payment of City of Covina Business License Fees.
- Any changes in fee schedules, drivers, or vehicles, must be approved according to the provisions of Covina Municipal Code Chapter 5.44.

RELEVENCE TO THE STRATEGIC PLAN

This matter has no direct relevance to the strategic plan.

EXHIBITS

- A. Business Entity Detail, California Secretary of State
- B. Agenda Item Commentary, February 17, 2009

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



Secretary of State

Administration Elections Business Programs Political Reform Archives Registries

Business Entities (BE)

Online Services

- Business Search
- Disclosure Search
- E-File Statements
- Processing Times

Main Page

Service Options

Name Availability

Forms, Samples & Fees

Annual/Blennial Statements

Filing Tips

Information Requests
(certificates, copies & status reports)

Service of Process

FAQs

Contact Information

Resources

- Business Resources
- Tax Information
- Starting A Business
- International Business Relations Program

Customer Alert

(misleading business solicitations)

Business Entity Detail

Data is updated weekly and is current as of Friday, October 08, 2010. It is not a complete or certified record of the entity.

Entity Name:	SOUTHERN CALIFORNIA TRANSPORTATION
Entity Number:	C3204838
Date Filed:	03/27/2009
Status:	ACTIVE
Jurisdiction:	CALIFORNIA
Entity Address:	14920 CLARK AVE
Entity City, State, Zip:	HACIENDA HEIGHTS CA 91745
Agent for Service of Process:	JULIAN CARDENAS
Agent Address:	14920 CLARK AVE
Agent City, State, Zip:	HACIENDA HEIGHTS CA 91745

* Indicates the information is not contained in the California Secretary of State's database.

- If the status of the corporation is "Surrender," the agent for service of process is automatically revoked. Please refer to California Corporations Code [section 2114](#) for information relating to service upon corporations that have surrendered.
- For information on checking or reserving a name, refer to [Name Availability](#).
- For information on ordering certificates, copies of documents and/or status reports or to request a more extensive search, refer to [Information Requests](#).
- For help with searching an entity name, refer to [Search Tips](#).
- For descriptions of the various fields and status types, refer to [Field Descriptions and Status Definitions](#).

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CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: February 17, 2009

ITEM NO.: CPH 1

STAFF SOURCE: Robert Neuber, Director of Community Development *RN*
Alex Gonzalez, Senior Management Analyst - Transportation *AG*

ITEM TITLE: Consider Awarding a Business License and Certificate of Public Convenience and Necessity to Southern California Transcorp Incorporated, D.B.A. Yellow Cab of San Gabriel Valley.

STAFF RECOMMENDATION

Conduct a Public Hearing and adopt Resolution No. 09-6733, making certain findings and directing the Finance Department to issue a Business License and Certificate of Public Convenience and Necessity in accordance with Chapter 5.44 of the Covina Municipal Code to Southern California Transcorp Incorporated, D.B.A. Yellow Cab Company of San Gabriel Valley.

FISCAL IMPACT

No fiscal impact.

BACKGROUND

Southern California Transcorp, operating as Yellow Cab Company of San Gabriel Valley, is requesting to serve the residents of Covina. Yellow Cab Company of San Gabriel Valley has not operated a business in the City of Covina since 1996. The company provided all necessary documents for licensing, as detailed in the Covina Municipal Code Chapter 5.44, in less than sixty days and has met all conditions for licensing as stipulated in the Covina Municipal Code. The company is based in Hacienda Heights and is a backup service provider for Access Services, the Los Angeles County provider of paratransit services. Yellow Cab Company of San Gabriel Valley maintains a maintenance facility at 14920 E. Clark Avenue in Hacienda Heights, and is licensed in the cities of Arcadia, Downey, El Monte, La Puente and in unincorporated Los Angeles County.

This item was continued from the City Council meeting of February 3, 2009 due to questions that surfaced in public hearing testimony regarding the status of the company's corporate license. The California Secretary of State lists two companies under Yellow Cab of San Gabriel Valley with a suspended status in 1961 and 2000, both at addresses different than the current applicant. Subsequent investigation by staff, and documentation provided by the applicant, have confirmed that Southern California Transcorp, D.B.A. Yellow Cab Company of San Gabriel Valley is currently in good standing with the California Secretary of State. The statement of information filed with the California Secretary of State for Southern California Transcorp confirms that Yellow Cab Company of San Gabriel Valley is one of three D.B.A.'s which operate under

Southern California Transcorp. In addition, a search of the Los Angeles County Registrar-Recorder / County Clerk, found that Yellow Cab Company of San Gabriel Valley is currently active as a D.B.A. in Los Angeles County. As the situation currently stands, there is no reason to believe that the company is not legally licensed to provide service in Los Angeles County and the State of California.

As part of the Business License and Certificate of Public Convenience and Necessity, Yellow Cab Company of San Gabriel Valley has completed vehicle inspections for five vehicles and background and drug tests for four drivers through the Covina Police Department. Yellow Cab Company of San Gabriel Valley has also presented proof of insurance with their application.

One other taxicab company, AAA Yellow Cab, is licensed to operate a total of three taxicabs in the City of Covina during 2009 at the following rates: \$2.45 per mile, \$2.65 flag drop and \$0.44 per minute waiting time. If this item is approved, a total of eight taxicabs and two companies would be licensed to operate in the City of Covina in 2009.

It is the recommendation of the Transportation Division that the Finance Department issue a Business License and Certificate of Public Convenience and Necessity to Southern California Transcorp Incorporated, D.B.A. Yellow Cab Company of San Gabriel Valley pursuant to Resolution Number 09-6733 and the following provisions:

- Payment of 2009 City of Covina Business License Fees.
- Any changes in fee schedules, drivers, or vehicles, must be approved according to the provisions of Covina Municipal Code Chapter 5.44.

EXHIBITS:

- A. Resolution No. 09-6733
- A-1. Fee Schedule
- B. Business License Application for Southern California Transcorp Incorporated, D.B.A. Yellow Cab Company of San Gabriel Valley
- C. Applicant Letter dated February 6, 2009
- D. Documentation from the California Secretary of State and Los Angeles County Registrar-Recorder / County Clerk websites

Exhibit A:

CITY OF COVINA

RESOLUTION NO. 09-6733

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, MAKING CERTAIN FINDINGS AND DIRECTING THE FINANCE DEPARTMENT TO ISSUE A BUSINESS LICENSE AND CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY IN ACCORDANCE WITH CHAPTER 5.44 OF THE COVINA MUNICIPAL CODE TO SOUTHERN CALIFORNIA TRANSCORP INCORPORATED, D.B.A. YELLOW CABCOMPANY OF SAN GABRIEL VALLEY.

WHEREAS, the City of Covina has received an application for a Certificate of Public Convenience and Necessity – Taxicab from Julian Cardenas, doing business as Southern California Transcorp, Inc. D.B.A. Yellow Cab Company of San Gabriel Valley; and

WHEREAS, the City Council held a hearing for said application on February 3, 2009 and February 17, 2009, which was duly advertised as required by the Covina Municipal Code; and

WHEREAS, the City Council has received testimony from the applicant and all persons interested in the matters set forth in the application.

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

SECTION 1. That pursuant to the provisions of Chapter 5.44 of the Covina Municipal Code, the City Council determines that the public interest, convenience and necessity require the issuance of the Certificate of Public Convenience and Necessity, "Certificate" subject to the following terms and conditions:

- (a) That the applicant, Julian Cardenas, doing business as Southern California Transcorp, Inc. D.B.A. Yellow Cab Company of San Gabriel Valley, provide endorsed insurance naming the City as co-insured, and in the amounts specified in the Covina Municipal Code.
- (b) That the applicant, Julian Cardenas, doing business as Southern California Transcorp, Inc. D.B.A. Yellow Cab Company of San Gabriel Valley, shall ensure that all vehicles to be used are first inspected by the Police Chief of the City of Covina or his authorized deputy to determine if each meets the requirements set forth in the Vehicle Code of the State of California in regards to safety as provided for in Subsection B of Section 5.44.060.
- (c) That the applicant, Julian Cardenas, doing business as Southern California Transcorp,

EXHIBIT A-1 OF 2

EXHIBIT B-3 OF 15

Inc. D.B.A. Yellow Cab Company of San Gabriel Valley, operate no more than five vehicles with a current City of Covina license visible on the outside rear of the vehicle and a visible to passengers City of Covina driver identification card within twelve inches of the taxi meter, in the City of Covina without the approval of the City Council.

- (d) That the applicant, Julian Cardenas, doing business as Southern California Transcorp, Inc. D.B.A. Yellow Cab Company of San Gabriel Valley, ensure that each driver and operator of the vehicles authorized under the Certificate provide proof of compliance with Section 5.44.090 of the Covina Municipal Code (investigation of criminal background and drug testing).
- (e) That the applicant, Julian Cardenas, doing business as Southern California Transcorp, Inc. D.B.A. Yellow Cab Company of San Gabriel Valley, charge for hire in accordance with the fee schedule attached hereto as "Exhibit A-1."
- (f) That the applicant, Julian Cardenas, doing business as Southern California Transcorp, Inc. D.B.A. Yellow Cab Company of San Gabriel Valley, ensure that each driver and operator abide by all applicable federal, state, county, and municipal laws in the service of the citizens of the City of Covina.

SECTION 2. That the Finance Department issue a Business License and Certificate of Public Convenience and Necessity in accordance with the application, subject to the filing.

SECTION 3. Applicant shall comply with all other provisions set forth in Chapter 5.44 of the Covina Municipal Code.

SECTION 4. That the City Clerk shall certify to the passage and adoption of this Resolution and the same shall thereupon take effect and be in force.

PASSED, APPROVED and ADOPTED this 17th day of February, 2009.

Kevin Stapleton, Mayor

Attest:

Rosie Fabian, City Clerk

Approved as to Form:

Edward W. Lee, City Attorney

EXHIBIT A-2 OF 2

EXHIBIT B-4 OF 15

Exhibit A-1:

Fee Schedule

Southern California Transcorp, Inc. D.B.A. Yellow Cab Company of San Gabriel Valley

Per Mile Charge:	\$2.40
Flag Drop Charge:	\$1.50
Waiting Time Charge:	.40¢ per minute

EXHIBIT A1-1 OF 1

EXHIBIT B-5 OF 15



CITY OF COVINA

125 E. College Street • Covina, CA 91723-2199
Phone: (626) 838-7240 • Fax: (626) 913-0375

BUSINESS LICENSE APPLICATION

It is essential to ensure that planned business uses are permitted at a given location within the City. Zoning verification and all required permits from City Departments must be obtained before the business activity will be allowed. A business license does not guarantee the right to conduct business activities that are in violation of City Codes.

Please Check One:

- New Application
- Change of Owner
- Change of Address within City of Covina
- Change of Business Name
- In Home Business

Business Name Southern California Transport & Yellow Cab Co. San Gabriel Valley Business Start Date 2/1992
 Corporate Name (if Applicable) Same State License No. _____
 Business Location 14920 E. Clark Ave. Zip _____ State License Type _____
 Mailing Address Same Expiration Date _____
 City Hacienda Heights State CA Zip 91745 Federal ID No. 76-033025
 Business Phone (214) 369-5424 Fax (214) 330-6052 State ID No. _____
 Description of Business Taxi Service
 Type of Ownership: Corporation Corp-Ltd Liability Partnership Sole Proprietor Trust
 Business Operation: Administrative Office Only Retail Wholesale Manufacturing/Distributing Medical/Dental

1st Owner Name Julian Cardenas Title owner Drivers License No. _____
 Home Address 14920 E. Clark Ave. Social Security No. _____
 City Hacienda Heights State CA Zip 91745 Home Phone (214) 369-5424
 Date of Birth _____ Cell/Fax No. _____
 2nd Owner Name _____ Title _____ Drivers License No. _____
 Home Address _____ Social Security No. _____
 City _____ State _____ Zip _____ Home Phone _____
 Date of Birth _____ Cell/Fax No. _____

Property Owner Property Management Information (please check one, if applicable)
 Name _____ Phone _____
 Address _____ City _____ State _____ Zip _____

Local Contact Julian Cardenas Phone No. (214) 369-5424 Cell/Fax _____
 Address _____ City _____ State _____ Zip _____

Company _____ License No. _____ Phone _____
 Address _____ City _____ State _____ Zip _____

PLANNING:
 Zoning _____ Approval _____ Date _____
 Comments _____

FINANCE:		PT	PT	Application For Year 20 _____
1. Number of Employees				Business License No. _____
2. Minimum Tax Covering First Person or Unit	\$ _____			Business Rate Code _____
3. Add \$ _____ for each _____	\$ _____			SIC Code _____
4. Add \$ _____ for each _____	\$ _____			NAIC Code _____
	SUBTOTAL	\$ _____		Application Received by _____
5. Shoppers Tax (if applicable)	\$ _____			Receipt No. _____
6. Prohibited Tax (if business opened after January 1st tax may be prorated from opening month of _____)	\$ _____			Cash/Check No. _____
7. Penalty (if license is overdue, add 20% penalty per month for first day of each month after opening date _____ %)	\$ _____			
8. Address Change	\$ _____			
9. Other	\$ _____			
10. Zoning Fee	\$ _____			
11. Processing Fee	\$ _____			
	TOTAL LICENSE TAX	\$ _____		

I DECLARE UNDER PENALTY OF PERJURY, THAT THE ABOVE APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I CERTIFY THAT I WILL OPERATE MY BUSINESS IN ACCORDANCE WITH ALL APPLICABLE FEDERAL, STATE AND CITY LAWS AND REGULATIONS. I FURTHER UNDERSTAND THAT ANY FALSE STATEMENTS MADE ABOVE ARE GROUNDS FOR DENIAL OR REVOCATION OF THE BUSINESS LICENSE.

Signature of Owner/Authorized Partner _____ File Name Julian Cardenas **EXHIBIT B-1 OF 1**
 RETURN COMPLETED APPLICATION WITH A CHECK PAYABLE TO CITY OF

SOUTHERN CALIFORNIA TRANSCORP

DBA YELLOW CAB CO. OF SAN GABRIEL VALLEY

14920 E. CLARK AVE. HACIENDA HEIGHTS, CA 91745.

T: (626) 369.5424 F: (626) 330.6052

February 6, 2009

City of Covina
125 E. College St.
Covina, CA 91723

Dear Counsel Members of the City of Covina,

We are thankful that you gave Southern California Transcorp the opportunity to obtain the city license for taxi transportation. It came to my attention from the last meeting that the company Yellow Cab Co. S.G.V. is not under proper State Regulations. Please be advise that our corporations name is SOUTHERN CALIFORNIA TRANSCORP dba Yellow Cab Co. of San Gabriel Valley. Attached you will find the supporting documentation regarding our business State regulation and a copy of oos of the pick up request from the State of California Department of Social Services.

If we weren't in good orders with the State of California or any other Government Agency we would not be able to have a Franchise agreement with any City, be an Access Provider, or even be able to provide transportation to any government agency. We have comply with everything that was requested in a timely manner. I would like for all Counsel Member to re-consider allowing us to have a city license.

If you have any questions regarding our business please don't hesitate to contact Helen Garcia at the number above.

Sincerely,


Julian Cardenas
President
hg/jc

EXHIBIT C-1 OF 6

EXHIBIT B-7 OF 15



State of California Secretary of State



STATEMENT OF INFORMATION

(Domestic Stock and Agricultural Cooperative Corporations)

FEES (Filing and Disclosure): \$25.00. If amendment, see instructions.

IMPORTANT - READ INSTRUCTIONS BEFORE COMPLETING THIS FORM

This Space For Filing Use Only

1. CORPORATE NAME (Please do not alter if name is preprinted.) S
 C3008532
 SOUTHERN CALIFORNIA TRANSCORP
 14920 E CLARK AVE
 HACIENDA HEIGHT CA 91745

DUE DATE: 06-31-08

NO CHANGE STATEMENT (Not applicable if agent address of record is a P.O. Box address. See instructions.)

2. If there has been no change in any of the information contained in the last Statement of Information filed with the California Secretary of State, check the box and proceed to Item 18.
 If there have been any changes to the information contained in the last Statement of Information filed with the California Secretary of State, or no statement has been previously filed, this form must be completed in its entirety.

COMPLETE ADDRESSES FOR THE FOLLOWING (Do not abbreviate the name of the city. Items 3 and 4 cannot be P.O. Boxes.)

3. STREET ADDRESS OF PRINCIPAL EXECUTIVE OFFICE:
 14930 E. Clark Ave Hacienda Heights CA 91745

4. STREET ADDRESS OF PRINCIPAL BUSINESS OFFICE IN CALIFORNIA, IF ANY:
 14920 E Clark Ave Hacienda Heights CA 91745

5. MAILING ADDRESS OF CORPORATION, IF DIFFERENT THAN ITEM 3:
 SAME

NAMES AND COMPLETE ADDRESSES OF THE FOLLOWING OFFICERS (The corporation must have these three officers. A complete title for the specific officer may be added; however, the preprinted titles on this form must not be altered.)

6. CHIEF EXECUTIVE OFFICER: Julian Cardenas 14920 Clark Ave Hacienda Heights Ca 91745

7. SECRETARY: Gloria Zambrano 14920 Clark Ave Hacienda Heights Ca 91745

8. CHIEF FINANCIAL OFFICER: Helen S. Garcia

NAMES AND COMPLETE ADDRESSES OF ALL DIRECTORS, INCLUDING DIRECTORS WHO ARE ALSO OFFICERS (The corporation must have at least one director. Attach additional pages, if necessary.)

9. NAME: Julian Cardenas 14920 Clark Ave Hacienda Heights Ca 91745

10. NAME: Gloria Zambrano 14920 Clark Ave Hacienda Heights Ca 91745

11. NAME: Helen S. Garcia

12. NUMBER OF VACANCIES ON THE BOARD OF DIRECTORS, IF ANY:

AGENT FOR SERVICE OF PROCESS (If the agent is an individual, the agent must reside in California and Item 14 must be completed with a California street address (a P.O. Box address is not acceptable). If the agent is another corporation, the agent must have on file with the California Secretary of State a certificate pursuant to Corporations Code section 1805 and Item 14 must be left blank.)

13. NAME OF AGENT FOR SERVICE OF PROCESS: Jose Ruben Cano

14. STREET ADDRESS OF AGENT FOR SERVICE OF PROCESS IN CALIFORNIA, IF AN INDIVIDUAL: CITY STATE ZIP CODE

TYPE OF BUSINESS

15. DESCRIBE THE TYPE OF BUSINESS OF THE CORPORATION: Transportation Service

16. BY SUBMITTING THIS STATEMENT OF INFORMATION TO THE CALIFORNIA SECRETARY OF STATE, THE CORPORATION CERTIFIES THE INFORMATION CONTAINED HEREIN, INCLUDING ANY ATTACHMENTS, IS TRUE AND CORRECT. Secretary Helen S. Garcia

EXHIBIT C-2 OF 6

This page is part of your document - DO NOT DISCARD



20071532821

Pages: 002



Recorded/Filed in Official Records
Recorder's Office, Los Angeles County,
California

Fee: 31.00
Tax: 0.00
Other: 0.00
Total: 31.00

06/26/07 AT 01:13PM

862387 200706200470007 Counter

TITLE(S) : FICTITIOUS NAME STATEMENT



Assessor's Identification Number (AIN)

To be completed by Examiner OR Title Company in black ink.

Number of AIN's Shown

THIS FORM IS NOT TO BE DUPLICATED

EXHIBIT C-3 OF 6

3000552

ENDORSED - FILED
In the office of the Secretary of State
of the State of California

MAY 9 0 2007

ARTICLES OF INCORPORATION

ARTICLE I

The name of this corporation is SOUTHERN CALIFORNIA TRANSCORP

ARTICLE II

The purpose of this corporation is to engage in any lawful act or activity for which a corporation may be organized under the GENERAL CORPORATION LAW of California other than the banking business, the trust company business or the practice of a profession permitted to be incorporated by the California Corporations Code.

ARTICLE III

The name and complete business address in the State of California of this corporation's initial agent for service of process is:

Ruben Crno
15317 Piedmont St.
La Puente, CA 91744

ARTICLE IV

This corporation is authorized to issue only one class of shares of stock that shall be designated Common Stock. It shall have no par value and the total number of shares which this corporation is authorized to issue is 20,000

ARTICLE V

- (a) The liability of directors of this corporation for monetary damages shall be eliminated to the fullest extent permissible under California law.
- (b) This corporation is authorized to provide indemnification of agents (as defined in Section 317 of the California Corporations Code) through bylaw provisions, agreements with agents, vote of shareholders or designated directors, or otherwise, to the fullest extent permissible under California law.
- (c) Any amendment, repeal or modification of any provision of this Article V shall not adversely affect any right or protection of an agent of this corporation existing at the time of such amendment, repeal or modification.



David Delgado
Incorporator

EXHIBIT C-4 OF 6

3000552

**State of California
Secretary of State**

I, DEBRA BOWEN, Secretary of State of the State of California, hereby certify:

That the attached transcript of 1 page(s) has been compared with the record on file in this office, of which it purports to be a copy, and that it is full, true and correct.



IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of

JUN 05 2007

Debra Bowen

DEBRA BOWEN
Secretary of State

A Your Return Mailing Address

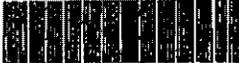
Name: **JULIAN CARDELLS**

Address: **14920 CLARK AV**

HACIENDA HIGTS CA 91745

City: State: Zip Code:

06/26/07



20071532821

1	<input checked="" type="checkbox"/> First Filing <input type="checkbox"/> Renewal Filing Check one only
FICTITIOUS BUSINESS NAME STATEMENT	
THE FOLLOWING PERSON(S) IS (ARE) DOING BUSINESS AS: (Attach additional pages if required)	
2	Fictitious Business Name(s) 1. YELLOW CAB CO. OF SAN GABRIEL VALLEY 2. A BEST CITY SEMINAR YELLOW CAB
	Articles of Incorporation or Organization Number (if applicable) AMBUATORY AND APPTS AVAILABLE TRUCK CO AI 80N
3	Street Address, City & State of Principal Place of Business in California (P.O. Box alone not acceptable) 14920 CLARK AV HACIENDA HIGTS CA 91745
4	Full name of Registrant / Corporation / Limited Liability Company (If corporation - incorporated in what state) SOUTHERN CALIFORNIA TRASCORP CALIFORNIA 91745
	Residence Street Address (P.O. Box not accepted) City State Zip Code 14920 CLARK AV HACIENDA HIGTS CA 91745
4A	Full name of Registrant / Corporation / Limited Liability Company (If corporation - incorporated in what state)
	Residence Street Address (P.O. Box not accepted) City State Zip Code
4B	Full name of Registrant / Corporation / Limited Liability Company (If corporation - incorporated in what state)
	Residence Street Address (P.O. Box not accepted) City State Zip Code
5	This Business is conducted by: (check one only) <input type="checkbox"/> an individual <input type="checkbox"/> a general partnership <input type="checkbox"/> joint venture <input type="checkbox"/> a business trust <input type="checkbox"/> co-partners <input type="checkbox"/> husband and wife <input checked="" type="checkbox"/> a corporation <input type="checkbox"/> a limited partnership <input type="checkbox"/> an unincorporated association other than a partnership <input type="checkbox"/> a limited liability company
6	Have you started doing business? If yes, insert the date on this line. No _____ Yes <input checked="" type="checkbox"/> Date APR 2005
7	I declare that all information in this statement is true and correct. (A registrant who declares as true information which he or she knows to be false is guilty of a crime.)
8	Signature of Registrant(s)
	Signature _____ type/print name _____
8A	If Registrant is a CORPORATION or LLC, sign below SOUTHERN CALIFORNIA TRASCORP Corporation Name / Limited Liability Company JULIAN CARDELLS Signature CHIEF PROSECUTOR OFFICE The JULIAN CARDELLS Type or Print Name
This statement was filed with the County Clerk of LOS ANGELES County on date indicated by file stamp above.	
NOTICE - THIS FICTITIOUS NAME STATEMENT EXPIRES FIVE YEARS FROM DATE IT WAS FILED IN THE OFFICE OF THE COUNTY CLERK. A NEW FICTITIOUS BUSINESS NAME STATEMENT MUST BE FILED PRIOR TO THAT DATE. The filing of this statement does not of itself authorize the use in this state of a fictitious business name in violation of the rights of another under federal, state, or common law (See Section 14411 of reg., Business and Professions Code)	

REGISTRAR - RECORDER/COUNTY CLERK
BUSINESS FILING AND REGISTRATION **B**

EXHIBIT C-6 OF 6

EXHIBIT B-12 OF 15

California Business Portal

SECURITY OF STATE DEBRA BOWEN

DISCLAIMER: The information displayed here is current as of JAN 30, 2009 and is updated weekly. It is not a complete or certified record of the Corporation.

Corporation		
SOUTHERN CALIFORNIA TRANSCORP		
Number: C3000552	Date Filed: 5/30/2007	Status: active
Jurisdiction: California		
Address		
14920 E CLARK AVE		
HACIENDA HEIGHTS, CA 91745		
Agent for Service of Process		
JOSE RUBEN CANO		
15317 PRICHARD		
LA PUENTE, CA 91746		

Blank fields indicate the information is not contained in the computer file.

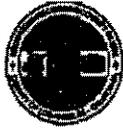
- If the status of the corporation is "Surrender", the agent for service of process is automatically revoked. Please refer to California Corporations Code Section 2114 for information relating to service upon corporations that have surrendered.

EXHIBIT D-1 OF 4

<http://kepler.sos.ca.gov/corpdata/ShowAllList?QueryCorpNumber=C3000552&printer=yes>

2/6/2009

EXHIBIT B-13 OF 15



Los Angeles County
Registrar-Recorder/County Clerk

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Font Size: A A

**County Clerk
Operations**

Domestic Partnership
Marriage Licenses &
Ceremonies
Fictitious Business Names
Notary Public Oath & Bond
Other Services

**Voter & Election
Information**

**Recorder
Operations**

General Information

Press Room

Naming Your Business: Fictitious Business Name Search Results		
Results for name: YELLOW CAB		
NAME NOT FOUND		
FICTITIOUS BUSINESS NAME	DOCUMENT NO.	DATE FILED
YELLOW CAB SOUTHELAND	19930007074	1/4/1993
YELLOW CAB CO	19930154730	1/26/1993
YELLOW CAB CO 93 154730	19930438636	3/9/1993
YELLOW CAB CO	19930481109	3/15/1993
YELLOW CAB CO 93 481109	19930797124	4/28/1993
YELLOW CAB OF MALIBU	19930912159	5/13/1993
YELLOW CAB OF ROWLAND HEIGHTS	19930979000	5/24/1993
YELLOW CAB OF WALNUT	19930979000	5/24/1993
YELLOW CAB OF GLENDORA	19930979000	5/24/1993
YELLOW CAB OF HACIENDA HEIGHTS	19930979000	5/24/1993
YELLOW CAB OF INDUSTRY	19930979000	5/24/1993
YELLOW CAB OF IRWINDALE	19930979000	5/24/1993
YELLOW CAB OF LA PUENTE	19930979000	5/24/1993
YELLOW CAB OF AZUSA	19930979000	5/24/1993
YELLOW CAB OF COVINA	19930979000	5/24/1993
YELLOW CAB OF WEST COVINA	19931168967	6/18/1993
YELLOW CAB OF MALIBU 93 912159	19931175421	6/21/1993
YELLOW CAB CO	19931380930	7/19/1993
YELLOW CAB CO OF SAN GABRIEL VALLEY	19931380930	7/19/1993
YELLOW CAB OF WALNUT 9397900	19931528037	8/6/1993

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Enriching lives through effective and caring services

EXHIBIT D-2 OF 4

http://www.lavote.net/CLERK/FBN_Results.cfm

2/9/2005

California Business Portal

Secretary of State DEEJA BOWEN

DISCLAIMER: The information displayed here is current as of JAN 30, 2009 and is updated weekly. It is not a complete or certified record of the Corporation.

Corporation		
YELLOW CAB CO. OF SAN GABRIEL VALLEY		
Number: C0425026	Date Filed: 12/19/1961	Status: suspended
Jurisdiction: California		
Address		
11747 EAST VALLEY BL		
EL MONTE, CA 91732		
Agent for Service of Process		
WAGIH F MELEKA		
11747 EAST VALLEY BL		
EL MONTE, CA 91732		

Blank fields indicate the information is not contained in the computer file.

If the status of the corporation is "Surrender", the agent for service of process is automatically revoked. Please refer to California Corporations Code Section 2114 for information relating to service upon corporations that have surrendered.

EXHIBIT D-3 OF 4

<http://kepler.sos.ca.gov/corpdata/ShowAllList?QueryCorpNumber=C0425026&printer=yes>

2/6/2009

EXHIBIT B-15 OF 15

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: October 19, 2010

ITEM NO.: CB 3

STAFF SOURCE: Steve Henley, Public Works Director
Lieutenant David Povero, Covina Police Department
Alex Gonzalez, Senior Management Analyst



ITEM TITLE: Renew Business License and Certificate of Public Convenience and Necessity for Diversified Transportation, LLC, D.B.A. Pomona Yellow Cab.

STAFF RECOMMENDATION

Direct the Finance Department to renew a Business License and update Certificate of Public Convenience and Necessity in accordance with Chapter 5.44 of the Covina Municipal Code to Diversified Transportation, LLC, D.B.A. Pomona Yellow Cab.

FISCAL IMPACT

None.

BACKGROUND

This item was continued from the meeting of October 5, 2010 due to questions that arose in public comment regarding the company's incorporated status. Pomona Yellow Cab is a wholly owned subsidiary of Diversified Transportation, LLC, which is a licensed and active limited liability corporation in the State of California (Exhibit A). This company has requested to update information for Fiscal Year 2011.

Pomona Yellow Cab has continuously served the residents of Covina since 1999. The company provided all necessary documents for an update of its license, as detailed in the Covina Municipal Code Chapter 5.44, in less than sixty days and has met all conditions for licensing as stipulated in the Covina Municipal Code. The company is based in Pomona and maintains a maintenance facility at 1400 E. Mission Boulevard in Pomona.

As part of the Certificate of Public Convenience and Necessity, Pomona Yellow Cab has completed vehicle inspections for two vehicles and background investigations for two drivers through the Covina Police Department. Pomona Yellow Cab has also presented proof of insurance and driver drug testing with their application.

It is recommended that the Finance Department renew a Business License and renew Certificate of Public Convenience and Necessity to Diversified Transportation, LLC, D.B.A. Pomona Yellow Cab pursuant to Resolution Number 08-6637 and the following provisions:

- Payment of City of Covina Business License Fees.
- Any changes in fee schedules, drivers, or vehicles, must be approved according to the provisions of Covina Municipal Code Chapter 5.44.

RELEVANCE TO THE STRATEGIC PLAN

This matter has no direct relevance to the strategic plan.

EXHIBITS

A. Business Entity Detail, California Secretary of State

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

[Secretary of State](#)[Administration](#)[Elections](#)[Business Programs](#)[Political Reform](#)[Archives](#)[Registries](#)**Business Entities (BE)**

Online Services

- [Business Search](#)
- [Disclosure Search](#)
- [E-File Statements](#)
- [Processing Times](#)

Main Page

Service Options

Name Availability

Forms, Samples & Fees

Annual/Biennial Statements

Filing Tips

Information Requests

(certificates, copies & status reports)

Service of Process

FAQs

Contact Information

Resources

- [Business Resources](#)
- [Tax Information](#)
- [Starting A Business](#)
- [International Business Relations Program](#)

Customer Alert

(misleading business solicitations)

Business Entity Detail

Data is updated weekly and is current as of Friday, October 08, 2010. It is not a complete or certified record of the entity.

Entity Name:	DIVERSIFIED TRANSPORTATION, LLC
Entity Number:	200612610169
Date Filed:	05/03/2006
Status:	ACTIVE
Jurisdiction:	CALIFORNIA
Entity Address:	6053 W CENTURY BLVD 9TH FL
Entity City, State, Zip:	LOS ANGELES CA 90045
Agent for Service of Process:	CT CORPORATION SYSTEM (C0168406)
Agent Address:	*
Agent City, State, Zip:	*

* Indicates the information is not contained in the California Secretary of State's database.

* **Note:** If the agent for service of process is a corporation, the address of the agent may be requested by ordering a status report.

- For information on checking or reserving a name, refer to [Name Availability](#).
- For information on ordering certificates, copies of documents and/or status reports or to request a more extensive search, refer to [Information Requests](#).
- For help with searching an entity name, refer to [Search Tips](#).
- For descriptions of the various fields and status types, refer to [Field Descriptions and Status Definitions](#).

[Modify Search](#) [New Search](#) [Printer Friendly](#) [Back to Search Results](#)

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