



City of Covina/Covina Redevelopment
Agency/Covina Public Finance
Authority/Covina Housing Authority
Mayor John King – Mayor Pro Tem Kevin Stapleton
Council Members Walt Allen, III – Peggy Delach – Bob Low

REGULAR MEETING AGENDA
125 E. College Street, Covina, California
Council Chamber of City Hall
Tuesday, November 15, 2011
7:30 p.m.

- As a courtesy to Council/Agency/Authority 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 Council/Agency/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/Chairperson 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 Council/Agency/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's Office at (626) 384-5430. Services such as American Sign Language interpreters, a reader during the meeting, large print copies of the agenda and assisted listening devices are available. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.
- **DOCUMENT AVAILABILITY:** Any writings or documents provided to a majority of the Council/Agency/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 North 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 www.covinaca.gov.
- Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the City Council/Redevelopment Agency/Public Finance Authority/Covina Housing 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 **November 15, 2011**, meeting was posted on **November 10, 2011** near the front entrance of the City Hall, 125 East College Street, Covina, in accordance with Section 54954.2(a) of the California Government Code.

November 15, 2011

**CITY COUNCIL/REDEVELOPMENT AGENCY/
COVINA PUBLIC FINANCE AUTHORITY/COVINA HOUSING AUTHORITY
JOINT MEETING—OPEN SESSION
7:30 p.m.**

CALL TO ORDER

ROLL CALL

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

PLEDGE OF ALLEGIANCE

Led by Council Member Delach

INVOCATION

Led by Covina Police Chaplain Dave Truax

PRESENTATIONS

- Presentation – Pomona Valley Habitat for Humanity
- Proclamation – Hospice and Home Health Care Month
- Presentation – Participants in the Energy Upgrade California Program

PUBLIC COMMENTS

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

COUNCIL/AGENCY/AUTHORITY COMMENTS

Council/Agency/Authority Members wishing to make any announcements of public interest or to request that specific items be added to future City Council/Redevelopment Agency/Public Finance Authority/Housing Authority 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/Housing Authority votes on them, unless a member of the Council/Agency/Authority requests a specific item be removed from the consent calendar for discussion.

- CC 1.** City Council to approve the minutes from the October 18, 2011 regular meeting of the City Council/Redevelopment Agency/Public Finance Authority/Housing Authority.
- CC 2.** City Council to approve the minutes from the November 1, 2011 regular meeting of the City Council/Redevelopment Agency/Public Finance Authority/Housing Authority.
- CC 3.** City Council to receive and file the Public Works Department monthly activity report.
- CC 4.** City Council to approve Payment of Demands in the amount of \$3,323,803.63.
- CC 5.** City Council to approve a Professional Services Agreement between Katahdin Environmental and the City of Covina for the design of the CNG fueling station upgrade.
- CC 6.** City Council to approve a contract for emergency purchase and installation of a HVAC unit for \$27,750 at the Covina Library.
- CC 7.** City Council to approve a no cost amendment to the employment agreement for City Manager Daryl Parrish.
- CC 8.** City Council to adopt **City Resolution No. 11-7024**, approving the implementation of an Environmentally Preferable Purchasing Policy.
- CC 9.** City Council to adopt **City Resolution No. 11-7025**, recognizing the 2011 “Day Without A Bag” in the City of Covina.
- CC 10.** City Council to adopt **City Resolution No. 11-7026**, supporting the display of the national motto, “In God We Trust” in the Covina Council Chambers in a prominent location.
- CC 11.** City Council to adopt **City Resolution No. 11-7027**, authorizing the Finance Director to amend the Fiscal Year 2011-2012 Budget in the Library Equipment Reserve Fund.
- CC 12.** Redevelopment Agency to approve Payment of Demands in the amount of \$280,706.96.
- CC 13.** Redevelopment Agency to receive and file a report on the League of California Cities, “Strong Cities Strong State,” City of Covina profile.

CONTINUED PUBLIC HEARING

CPH 1. City Council to conduct a continued public hearing and adopt a resolution confirming the 2011 Annual Report for the Covina Downtown Business Enhancement District and Proposed Assessment.

Staff Recommendation:

City Council to:

- a) Conduct the continued public hearing of the 2011 Annual Report for the Covina Downtown Business Area Enhancement District and Proposed Assessment; and
- b) Adopt **City Resolution No. 11-7022**, confirming the 2011 Annual Report for the Covina Downtown Business Area Enhancement District and levying the assessment described therein.

CPH 2. City Council to conduct a continued public hearing and adopt a resolution confirming the 2011 Annual Report for the Prospero Park Business Area Enhancement District and Proposed Assessment.

Staff Recommendation:

City Council to:

- a) Conduct the continued public hearing of the 2011 Annual Report for the Prospero Park Business Area Enhancement District and Proposed Assessment; and
- b) Adopt **City Resolution No. 11-7023**, confirming the 2011 Annual Report for the Prospero Park Business Area Enhancement District and levying the assessment described therein.

CONTINUED BUSINESS

CB 1. City Council to hold second reading and consider adoption of an Ordinance amending and updating Chapter 3.04 of Title 3 of the Covina Municipal Code pertaining to claims and demands against the City.

Staff Recommendation:

City Council to hold second reading and adopt **Ordinance No. 11-2004**, amending and updating Chapter 3.04 of the Covina Municipal Code pertaining to claims and demands against the City.

NEW BUSINESS

NB 1. City Council to receive and file the update to the Strategic Plan matrix.

Staff Recommendation:

City Council to receive and file the Strategic Plan matrix.

ADJOURNMENT

The Covina City Council/Redevelopment Agency/Covina Public Finance Authority/Covina Housing Authority will adjourn to its next regular meeting, **Tuesday, December 6, 2011** at 6:30 p.m. for closed session and at 7:30 p.m. for open session in the Council Chamber of City Hall, 125 East College Street, Covina, California, 91723.