



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, December 20, 2011

6:30 p.m.

- **The City Council/Redevelopment Agency/Public Finance Authority/Housing Authority will meet in closed session from 6:30 p.m.-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 **December 20, 2011**, meeting was posted on **December 15, 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.

December 20, 2011

**CITY COUNCIL/REDEVELOPMENT AGENCY/
COVINA PUBLIC FINANCE AUTHORITY/COVINA HOUSING AUTHORITY
JOINT MEETING—CLOSED SESSION
6:30 p.m.**

CALL TO ORDER

ROLL CALL

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

PUBLIC COMMENTS

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

CLOSED SESSION

- A. G.C. §54956.9(a) – CONFERENCE WITH LEGAL COUNSEL – Existing Litigation
Name of case: The Johnson Sober Living House et al. v. City of Covina et al.
Case No. CV 11-02809
- B. G.C. § 54956.9(b) - CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation
Number of cases: 1 potential claim from the BKK Working Group
Re: Exposure to litigation related to disposal of waste at BKK landfill

RECESS

**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 Allen

INVOCATION

Led by Covina Police Chaplain Jerry Gunderson

PRESENTATIONS

- Recognition of the 2011 Christmas Parade Committee Members and the Cultural Arts Advisory Commission
- Recognition of the Cultural Arts Advisory Commission and their participation in the 61st Annual Christmas Parade and the first annual Dia de Los Muertos (Day of the Dead) event

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 Payment of Demands in the amount of \$2,940,772.17.
- CC 2. City Council to receive and file the monthly strategic plan objectives update.
- CC 3. City Council to receive and file the Public Works Department monthly activity report.
- CC 4. City Council to award the bid for the Holt Avenue Pump Station, Project No. W-1103.
- CC 5. City Council to adopt **City Resolution No. 11-7032**, approving and authorizing the destruction of obsolete City Clerk Department records.
- CC 6. City Council to adopt **City Resolution No. 11-7033**, approving and adopting a consolidated salary resolution for both part-time and full-time classifications.

- CC 7.** City Council to adopt Resolution of Necessity, **Resolution No. 11-7035**, confirming and ratifying the City Council's October 18, 2011 adoption of a Resolution of Necessity for the Acquisition of a Fee Interest in Certain Real Property, located at 155 E. San Bernardino Road for the purpose of developing and maintaining a parking lot for use by the Covina Police Department and County Fire Department; and adopt **City Resolution No. 11-7036**, to amend fiscal year 2011-2012 Community Development Land Account budget to provide funding to purchase the property at 155 E. San Bernardino Road, Covina.
- CC 8.** City Council to adopt **City Resolution No. 11-7037**, amending the City of Covina fiscal year 2011-2012 Redevelopment and Housing budget to reflect the Supportive Housing Program budget for the McGill House.
- CC 9.** Redevelopment Agency to approve the Payment of Demands in the amount of \$356,658.99.
- CC 10.** Redevelopment Agency to adopt **Agency Resolution No. 11-696**, approving and adopting the Annual Report for the Covina Redevelopment Agency Project Nos. One and Two for fiscal year ended, June 30, 2011, and submitting the report to the City Council.

PUBLIC HEARING

- PH 1.** City Council to hold public hearing to consider an application for an Additional Permitted Use (APU 11-001) to allow the operation of a "Sky Zone" Indoor Trampoline Park (Pinot Holdings, LLC) from an existing commercial building upon property located at 1314 North Azusa Avenue, Covina, a C3-A zone and consider making this an approved use in the zone.

Staff Recommendation:

- a) City Council to receive the staff report and open the public hearing and consider testimony; and
- b) City Council to adopt **City Resolution No. 11-7034**, directing that "Indoor Trampoline Parks" be added to the list of permitted uses for the C-3A Regional or Community Shopping Center Zone District, pursuant to Covina Municipal Code, Chapter 17.60.

NEW BUSINESS

- NB 1.** City Council to consider proposed appointments to the Cultural Arts Advisory Commission.

Staff Recommendation:

City Council to consider proposed appointments to fill the unexpired term of two vacancies on the Cultural Arts Advisory Commission or schedule interviews.

CONTINUED BUSINESS

CB 1. City Council to continue the public hearing on proposed **Ordinance No. 11-2003**

Staff Recommendation:

City Council to continue the public hearing on Ordinance No. 11-2003, amending Section 7.04.010 of Title 7 of the Covina Municipal Code to adopt by reference amendments to Chapter 10.37 of Title 10 of the Los Angeles County Code, pertaining to potentially dangerous and vicious dogs.

ADJOURNMENT

The Covina City Council/Redevelopment Agency/Covina Public Finance Authority/Covina Housing Authority will adjourn to its next regular meeting, **Tuesday, January 17, 2012** 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.

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: CC 1

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

ITEM TITLE: Payment of Demands

STAFF RECOMMENDATION:

Approve Payment of Demands in the amount of: **\$2,940,772.17**

BACKGROUND:

Attached list of warrants, demands, which are being presented for approval for October 2011 are summarized as follows:

<u>DATE OF DEMANDS</u>	<u>DEMAND NUMBERS</u>	<u>AMOUNT</u>
ACCOUNTS PAYABLE WARRANTS		
October 3 - October 28, 2011	1-561	\$1,867,785.71
PAYROLL		
October 13, 2011		\$70,868.06
October 25, 2011		\$151,925.28
October 13, 2011 PAYROLL ADVANCE		\$412,000.00
October 27, 2011 PAYROLL ADVANCE		\$435,000.00
VOIDS		
WORKERS COMPENSATION		
September 30, 2011	21748-21759	\$3,193.12
	GRAND TOTAL:	\$2,940,772.17

EXHIBITS:

A. ACCOUNTS PAYABLE REGISTER

REVIEW TEAM ONLY	
City Attorney: <u>4-777</u>	Finance Director: <u><i>DDA</i></u>
City Manager: <u><i>TP</i></u>	Other: _____

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
1	10/03/2011	788	COVINA, CITY OF	74,570.23
2	10/03/2011	819	CSAC-EIA	2,913.68
3	10/03/2011	1247	GREAT WEST LIFE & ANNUITY	40.00
4	10/03/2011	2234	PERS	41,212.15
5	10/03/2011	2936	UNION BANK OF CALIFORNIA	2,249.82
6	10/06/2011	1	1 DAY PAINT & BODY CENTER	754.25
7	10/06/2011	2	10-8 RETROFIT	274.93
8	10/06/2011	32	ACE-1 AUTO SERVICE	325.90
9	10/06/2011	82	AIR-BREE HEATING	226.09
10	10/06/2011	123	WALTER ALLEN III	823.18
*11	10/06/2011	160	AMERICAN WEST COAST SECUR	-
12	10/06/2011	254	AZUSA LIGHT & WATER	4,453.50
13	10/06/2011	333	BERLITZ	50.00
14	10/06/2011	339	BERT'S MEGA MALL	70.68
15	10/06/2011	341	BEST BEST & KRIEGER LLP	41,348.76
16	10/06/2011	362	BLAKE'S PAPER CO	252.89
17	10/06/2011	370	BOB BARKER CO INC	1,064.36
18	10/06/2011	477	CALIF, STATE OF	14,620.76
19	10/06/2011	565	CASTRO, VIVIAN	386.18
20	10/06/2011	568	CAT SPECIALTIES INC	387.37
21	10/06/2011	600	CERTIFIED UNDERCAR PARTS	417.69
22	10/06/2011	639	CHINO TACH & SPEEDO	180.00
23	10/06/2011	649	CINTAS CORP #693	153.78
24	10/06/2011	740	CORBIN, CLARA	1,480.50
25	10/06/2011	799	CRAIG'S CPR&FIRST AID TRA	168.00
26	10/06/2011	835	D & D GOLF CARS INC	494.81
27	10/06/2011	889	DESILVA, ANURA K T	2,500.00
28	10/06/2011	970	EDISON CO	59,902.38
29	10/06/2011	971	EDS AUTO PARTS	28.47
30	10/06/2011	1094	FOREST WOOD FIBER INC	2,700.40
31	10/06/2011	1097	CITY OF FOSTER CITY	150.00
32	10/06/2011	1156	GAS COMPANY, THE	225.36
33	10/06/2011	1198	GLOBALSTAR LLC	36.83
34	10/06/2011	1235	GRAINGER	603.35
35	10/06/2011	1275	HAAKER EQUIPMENT CO	589.42
36	10/06/2011	1364	HOME DEPOT	584.17
37	10/06/2011	1389	HUNTINGTON COURT REPORTER	644.00
38	10/06/2011	1429	INLAND EMPIRE STAGES	715.00
39	10/06/2011	1434	INTEGRA TEST	100.00
40	10/06/2011	1441	INTERSTATE BATTERY SYSTEM	386.93
41	10/06/2011	1448	IPMA-HR INT'L PERSONNEL M	240.00
42	10/06/2011	1526	JS CONSULTANTS	16,757.45
43	10/06/2011	3223	JEFF SERPA	240.37
44	10/06/2011	2958	US POSTMASTER TMS ACCOUNT	1,203.86
45	10/06/2011	3217	Gloria Cartwright	56.18
46	10/06/2011	3174	CSULB FOUNDATION	260.00

CITY OF COVINA

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October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
93	10/13/2011	91	ALAS, NINA	121.33
94	10/13/2011	113	ALL CITY MANAGEMENT SVC	5,087.08
95	10/13/2011	3215	Alpine Green Property Ser	495.00
96	10/13/2011	174	ANGELES, LEAH	81.67
97	10/13/2011	219	AT&T	356.69
98	10/13/2011	220	AT&T LONG DISTANCE	8.65
99	10/13/2011	255	AZUSA PLUMBING & HEATNG S	239.78
100	10/13/2011	260	B & K ELECTRIC WHOLESale	42.06
101	10/13/2011	269	BAKER AND TAYLOR INC	1,184.89
102	10/13/2011	3221	Bank of America	33.40
103	10/13/2011	341	BEST BEST & KRIEGER LLP	3,678.73
104	10/13/2011	345	BETHKE, BETTY JO	89.83
105	10/13/2011	362	BLAKE'S PAPER CO	23.90
106	10/13/2011	423	BRUNSWICK COVINA BOWL	35.00
107	10/13/2011	430	BUILDING ELECTRONIC CONTR	150.00
108	10/13/2011	475	CALIBER POOL AND SPA SVC	1,450.00
109	10/13/2011	476	CALIF BUILDING STANDARDS	162.90
110	10/13/2011	477	CALIF, STATE OF	1,195.96
111	10/13/2011	495	CALLISON, JACQUELYN	179.67
112	10/13/2011	568	CAT SPECIALTIES INC	1,108.38
113	10/13/2011	579	CC BLUU ART	105.00
114	10/13/2011	580	CCAC	175.00
115	10/13/2011	589	CELAYA, VERA FLORES	106.17
116	10/13/2011	615	CHARLES E THOMAS COMPANY	115.91
117	10/13/2011	617	CHARTER OAK GYMNASTICS IN	1,347.73
118	10/13/2011	634	CHEVRON PRODUCTS COMPANY	619.33
119	10/13/2011	649	CINTAS CORP #693	153.78
120	10/13/2011	664	CIVILTEC ENGINEERING INC.	14,045.00
121	10/13/2011	710	COMMUNICATIONS CENTER	1,785.80
122	10/13/2011	730	CONTEMPORARY INFO CORP	60.00
123	10/13/2011	749	COUNSELING TEAM, THE	1,200.00
124	10/13/2011	771	COVINA IRRIGATING CO	244,455.75
125	10/13/2011	777	COVINA RENTS	805.00
126	10/13/2011	783	COVINA WATER & REFUSE, CI	831.68
127	10/13/2011	787	COVINA YELLOW RIBBON PROJ	1,916.80
128	10/13/2011	807	CRITERION PICTURES	350.00
129	10/13/2011	862	DE ALWIS, DILU	185.50
130	10/13/2011	875	DELL MARKETING L.P.	3,751.34
131	10/13/2011	970	EDISON CO	3,845.80
132	10/13/2011	1055	FEDEX	50.83
133	10/13/2011	1075	FLEET SERVICES	122.32
134	10/13/2011	1092	FORENSIC NURSE SPECIALIST	690.00
135	10/13/2011	1134	GALE CENGAGE LEARNING	77.61
136	10/13/2011	1172	GEOGRAPHICS	1,207.50
137	10/13/2011	1204	GOLDEN STATE WATER COMPAN	997.73
138	10/13/2011	1235	GRAINGER	836.30

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
139	10/13/2011	1241	GRAND PRINTING	2,106.12
140	10/13/2011	1249	GREENE, ALEJANDRA	632.00
141	10/13/2011	1275	HAAKER EQUIPMENT CO	145.42
142	10/13/2011	1279	HAINES AND CO INC	3,225.75
143	10/13/2011	1361	HOLLIDAY ROCK CO INC	291.99
144	10/13/2011	1364	HOME DEPOT	177.72
145	10/13/2011	3200	HOME PERFORMANCE MATTERS	1,485.00
146	10/13/2011	1389	HUNTINGTON COURT REPORTER	2,203.54
147	10/13/2011	1394	HYDRO CONNECTIONS	20.43
148	10/13/2011	3225	INFOGROUP	3,500.00
149	10/13/2011	1426	INGERSOLL, SCOTT	168.00
150	10/13/2011	1428	INGRAM DIST GROUP	120.20
151	10/13/2011	1430	INLAND WATER WORKS	1,092.73
152	10/13/2011	1474	JAIME, LUIS	20.00
153	10/13/2011	1475	JAIME, SANDRA	233.33
154	10/13/2011	1483	JEECO MFG & SUPPLY	84.83
155	10/13/2011	1580	KMART STORE 4281	250.00
156	10/13/2011	1597	KYLE, PATRICIA	505.31
157	10/13/2011	1614	LA CNTY FIRE DEPARTMENT	617,558.00
158	10/13/2011	1638	LAM, LY CHOU	136.50
159	10/13/2011	1650	LARA, LAURA	177.50
160	10/13/2011	3190	LAYNE, JONATHAN DANIEL	204.75
161	10/13/2011	3209	LAYNE, SHARON	214.67
162	10/13/2011	1748	LOS ANGELES TIMES	60.00
163	10/13/2011	1754	LOWE'S COMPANIES INC	122.92
164	10/13/2011	1771	MACIAS GINI & O'CONNELL L	4,716.00
165	10/13/2011	1793	MANNING, KAY	37.43
166	10/13/2011	1846	MCCLURE, LINDA	24.41
167	10/13/2011	1858	MCMASTER CARR SUPPLY CO	122.71
168	10/13/2011	1868	MEDINA, MARIA	130.90
169	10/13/2011	1933	MISSION-LINEN SUPPLY	210.40
170	10/13/2011	3226	MUNISERVICES, LLC	1,500.00
171	10/13/2011	2053	NEPTUNE TECHNOLOGY GROUP	2,088.00
172	10/13/2011	2084	NOTTI, PAMELA SUE	122.50
173	10/13/2011	2104	OFFICE DEPOT	2,056.09
174	10/13/2011	99999	LEE IN LAI	4.16
175	10/13/2011	99999	DOUG FORD	4.70
176	10/13/2011	99999	TYLER KNUDSEN	5.19
177	10/13/2011	99999	SHY TSUEN KAO	10.60
178	10/13/2011	99999	AUTHORITY REAL ESTATE	11.08
179	10/13/2011	99999	OLD COVINA ANTIQUE EMP	11.19
180	10/13/2011	99999	JOSE R GONZALEZ	13.34
181	10/13/2011	99999	EASTLAND SHOPPING CENTER	14.05
182	10/13/2011	99999	SHIN KIM	15.81
183	10/13/2011	99999	SYLVIA MADRID	16.11
184	10/13/2011	99999	AGNES LAM	17.86

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
185	10/13/2011	99999	HIGHLAND REAL ESTATE	25.12
186	10/13/2011	99999	RUSSELL REALTY GROUP	27.79
187	10/13/2011	99999	GEORGIA COBLE	28.14
188	10/13/2011	99999	ADVATAGE REO	34.11
189	10/13/2011	99999	PETER KAIKKO	34.95
190	10/13/2011	99999	BOBBY SANTOS	35.56
191	10/13/2011	99999	MICHAEL DAUGHERTY	39.11
192	10/13/2011	99999	SERCO MOLD INC	39.85
193	10/13/2011	99999	FRANCES MARTINEZ	44.00
194	10/13/2011	99999	BLANCHE HETTMAN	44.22
195	10/13/2011	99999	GARRISON REAL ESTATE	45.10
196	10/13/2011	99999	CECILIA CHU	47.01
197	10/13/2011	99999	STEVEN COLBURN	47.53
198	10/13/2011	99999	MONICA DIAZ	48.43
199	10/13/2011	99999	JONATHAN STARR	50.70
200	10/13/2011	99999	XIU CHEN LI	51.13
201	10/13/2011	99999	GREGORY ZIMMERMAN	51.34
202	10/13/2011	99999	J NORMAND	51.37
203	10/13/2011	99999	EAST END PROPERTIES	51.92
204	10/13/2011	99999	DYNAMIC FUNDERS GROUP	53.83
205	10/13/2011	99999	XIAO C DENG	56.64
206	10/13/2011	99999	TRU LOI	57.40
207	10/13/2011	99999	AYMAN YOUSSEF	60.20
208	10/13/2011	99999	EDWARD PAULEY	61.17
209	10/13/2011	99999	A PLUS PROPERTY MANAGEMEN	62.22
210	10/13/2011	99999	LPS FIELD SERVICES	63.20
211	10/13/2011	99999	ROXANNA SOLIS	64.95
212	10/13/2011	99999	REAL LIVING PROPERTY	74.29
213	10/13/2011	99999	JAMES D MORGAN	74.32
214	10/13/2011	99999	PICK UP STIX INC	83.47
215	10/13/2011	99999	PAOLIN P CHANG	-102.06
216	10/13/2011	99999	ONYX CAPITAL	136.75
217	10/13/2011	99999	MERCEDES CASTRO	173.77
218	10/13/2011	99999	L EMERT	191.04
219	10/13/2011	99999	GERARD STELMASEK	192.08
220	10/13/2011	99999	LA LAND CO	273.97
221	10/13/2011	2134	ORKIN PEST CONTROL	88.99
222	10/13/2011	2189	PARADA, MIGUEL	441.00
223	10/13/2011	3213	PLASTICARDS INC	685.00
224	10/13/2011	2379	KYLE RANDALL	165.50
225	10/13/2011	2380	RANDOM HOUSE INC	97.88
226	10/13/2011	2389	RC KEMP CONSULTING LLC	1,500.00
227	10/13/2011	2393	RECORDED BOOKS LLC	7.56
228	10/13/2011	2415	REPUBLIC MASTER CHEFS	97.25
229	10/13/2011	2434	RICE/ENGLANDER & ASSOCIAT	3,000.00
230	10/13/2011	2519	SALAMONE, KIMBERLY	294.00

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
231	10/13/2011	2541	SAN GAB BASIN WATER QUAL	1,717.85
232	10/13/2011	2612	SEVOLD, CHERYL	73.50
233	10/13/2011	2676	SMART AND FINAL IRIS CORP	515.63
234	10/13/2011	3208	SOWARD, CATHERINE	32.67
235	10/13/2011	2737	STAPLES INC	22.02
236	10/13/2011	2758	STEVENSON, ROY	207.20
237	10/13/2011	2775	SUPERB GRAPHICS INC	1,448.55
238	10/13/2011	2796	SYNTECH	11,347.46
239	10/13/2011	2804	TAG AMS INC	65.00
240	10/13/2011	2818	TAVANNA	171.27
241	10/13/2011	2822	TECHDEPOT	463.25
242	10/13/2011	2846	THOMAS, TERRI	513.63
243	10/13/2011	2852	THREE VALLEY MUN WATER DI	3,672.86
244	10/13/2011	2853	THYSSENKRUPP ELEVATOR	920.68
245	10/13/2011	2855	TIME WARNER CABLE	145.12
246	10/13/2011	3185	TOSHIBA FINANCIAL SERVICE	1,755.53
247	10/13/2011	2901	TRIFYTT SPORTS	1,092.00
248	10/13/2011	2907	TRUGREEN LANDSCAPE	8,932.49
249	10/13/2011	2926	TYLER TECHNOLOGIES INC.	5,570.95
250	10/13/2011	2942	UNITED SITE SERVICES OF C	102.36
251	10/13/2011	2958	US POSTMASTER TMS ACCOUNT	516.73
252	10/13/2011	2973	VAN LEEUWEN, JOACHIM	70.00
253	10/13/2011	2999	VERIZON CALIFORNIA	1,177.91
254	10/13/2011	3010	VILLARREAL, TIFFANY	219.19
255	10/13/2011	3064	WELLDYNERX	77.64
256	10/13/2011	3068	WELLS FARGO FINANCIAL LEA	166.45
257	10/13/2011	3070	WEST COAST ARBORISTS INC	556.80
258	10/13/2011	3082	WESTERN WATER WORKS SUPPL	4,498.45
259	10/13/2011	3138	YAP, ALBERTO	126.00
260	10/20/2011	68	AFLAC ACCT# YQ792 WORLDWI	3,470.86
261	10/20/2011	68	AFLAC ACCT# YQ792 WORLDWI	25.00
262	10/20/2011	69	AFSCME	820.00
263	10/20/2011	487	CALIFORNIA PUBLIC EMPLOYE	57,910.71
264	10/20/2011	775	COVINA POLICE ASSOCIATION	3,300.00
265	10/20/2011	775	COVINA POLICE ASSOCIATION	960.00
266	10/20/2011	788	COVINA, CITY OF *	89.26
267	10/20/2011	788	COVINA, CITY OF *	74,786.88
268	10/20/2011	788	COVINA, CITY OF *	39.80
269	10/20/2011	788	COVINA, CITY OF *	6,089.66
270	10/20/2011	789	COVINA-FSA, CITY OF	1,222.00
271	10/20/2011	819	CSAC-EIA	4,298.81
272	10/20/2011	819	CSAC-EIA	1,531.03
273	10/20/2011	878	DELTA DENTAL OF CALIFORNI	5,872.43
274	10/20/2011	1247	GREAT WEST LIFE & ANNUITY	4,402.50
275	10/20/2011	1307	HARTFORD LIFE INS	9.68
276	10/20/2011	1404	ICMA RETIREMENT TRUST-401	6,597.98

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
277	10/20/2011	1404	ICMA RETIREMENT TRUST-401	845.47
*278	10/20/2011	2033	NATIONWIDE RETIREMENT SOL	-
279	10/20/2011	2234	PERS	41,366.19
280	10/20/2011	2234	PERS	20.00
281	10/20/2011	2235	PERS LONG TERM CARE PROGR	250.01
282	10/20/2011	2936	UNION BANK OF CALIFORNIA	2,754.72
283	10/20/2011	2944	UNITED STATES TREASURY IN	200.00
284	10/20/2011	2946	UNITED WAY OF GREATER LA	20.00
285	10/20/2011	3014	VISION SERVICE PLAN (CA)	489.06
286	10/20/2011	3045	WASHINGTON NATIONAL INSUR	285.90
287	10/20/2011	99999	TIFFANY C. GIBSON	2.00
288	10/20/2011	99999	STEVE ANTHONY ENRIQUEZ	2.00
289	10/20/2011	99999	LARIA LUISA MARTIN	2.00
290	10/20/2011	99999	JOSEPH C. TOMBRELLO	5.00
291	10/20/2011	99999	MATTHEW F. MCELRATH	5.00
292	10/20/2011	99999	JENNIFER MARIE CAMPAGNA	11.57
293	10/20/2011	99999	MARISOL SMALLEY	12.00
294	10/20/2011	99999	EDWIN CALDAS	14.00
295	10/20/2011	99999	ELVIDA PILAR SANTOS	15.00
296	10/20/2011	99999	JOSHUA DAVID LHEUREUX	17.00
297	10/20/2011	99999	PATRICK MICHAEL AYERS	24.00
298	10/20/2011	99999	SHELLY E. DESMOND	25.89
299	10/20/2011	99999	ALFONSO LOPEZ GALINDO	26.00
300	10/20/2011	99999	CHRISTINA M. ESPINOSA	29.00
301	10/20/2011	99999	DANIEL M. GRIJALVA	29.00
302	10/20/2011	99999	RUBY YSLAS	30.00
303	10/20/2011	99999	MEXTLI AMELIA VELAZQUEZ	30.00
304	10/20/2011	99999	HERTZ VEHICLES, LLC	30.00
305	10/20/2011	99999	CRISOGONO MAYO	30.14
306	10/20/2011	99999	MARTHA RAMIREZ	32.00
307	10/20/2011	99999	RIGOBERTO ZUNIGA	32.00
308	10/20/2011	99999	AFTHON ANGELO DELOSANGELE	34.00
309	10/20/2011	99999	BRENDA JEAN ZELMANSKI	34.00
310	10/20/2011	99999	MARIA GUADALUPE SALAZAR	37.00
311	10/20/2011	99999	FELICIA ELENA FRIESEMA	39.00
312	10/20/2011	99999	JESUS GALVAN	40.00
313	10/20/2011	99999	DAVID G. HERNANDEZ	45.00
314	10/20/2011	99999	BRANDON R. SALCE	45.00
315	10/20/2011	99999	OBRA L. TYLER	45.00
316	10/20/2011	99999	DIAMOND VALLEY HONDA	45.00
317	10/20/2011	99999	CARLOS RODRIGUEZ	45.00
318	10/20/2011	99999	JAMES WILLIAM HERNANDEZ	45.00
319	10/20/2011	99999	ABSOLUTE ABATEMENT DEMO	45.00
320	10/20/2011	99999	AL T. WANG	45.00
321	10/20/2011	99999	SANDY HO	45.00
322	10/20/2011	99999	ZACHARY BYERLEY	45.00

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
323	10/20/2011	99999	MARIA BAUER	45.00
324	10/20/2011	99999	LUIS RODRIGO ROJAS	45.08
325	10/20/2011	99999	KAMAL G. FAHIM	50.00
326	10/20/2011	99999	EBONY JENELL STRICKLAND	53.00
327	10/20/2011	99999	VERONICA CERVANTES	55.00
328	10/20/2011	99999	MARIO HERRERA	60.00
329	10/20/2011	99999	DONNA L. CASS	60.00
330	10/20/2011	99999	GENEVIEVE N. PEDROZA	60.00
331	10/20/2011	99999	MARTHA RAMIREZ	65.00
332	10/20/2011	99999	GREGORIO GONZALEZ	67.00
333	10/20/2011	99999	AIDA SANDOVAL	69.00
334	10/20/2011	99999	LAWRENCE ALEXANDER SALAS	70.00
335	10/20/2011	99999	ROBERT RAYGOZA	70.00
336	10/20/2011	99999	JUANITA TAVERA RODRIGUEZ	70.00
337	10/20/2011	99999	MONIQUE JANINE RAMIREZ	70.00
338	10/20/2011	99999	STEPNEY TORUS	70.00
339	10/20/2011	99999	ISABEL SILVA	70.00
340	10/20/2011	99999	JOHN JOHNSON	70.00
341	10/20/2011	99999	JOSEPH C. JIMENEZ	70.00
342	10/20/2011	99999	JOHN JOHNSON	70.00
343	10/20/2011	99999	LTANYA DELIESE JONES	70.00
344	10/20/2011	99999	ALBERT H. LIMON	70.00
345	10/20/2011	99999	MARIA GUTIERREZ	70.00
346	10/20/2011	99999	MANUEL HERNAEZ	70.00
347	10/20/2011	99999	OTTO R. PEREZ	70.00
348	10/20/2011	99999	MARK THOMAS CHINDLUND	70.00
349	10/20/2011	99999	TIMOTHY MINJAREZ JR.	70.00
350	10/20/2011	99999	MASI MATEEN KHAN	70.00
351	10/20/2011	99999	MARK THOMAS CHINDLUND	70.00
352	10/20/2011	99999	DANIELLE NICOLE CANTU	70.00
353	10/20/2011	99999	DOMINIC SALGADO MONTEZ	70.00
354	10/20/2011	99999	LEONARD VILLA	70.00
355	10/20/2011	99999	RAY B. TORRES	70.00
356	10/20/2011	99999	JOAQUIN URIARTE	70.00
357	10/20/2011	99999	DARIO C. VALDEZ	70.00
358	10/20/2011	99999	IGNACIO FLORES HERRERA	70.00
359	10/20/2011	99999	BRETT D. MOORE	70.00
360	10/20/2011	99999	KARA A. NOTO	70.00
361	10/20/2011	99999	BLANCA E. OBREGON	70.00
362	10/20/2011	99999	MARICELA OLAGUE	70.00
363	10/20/2011	99999	GAVINO RAMIREZ	70.00
364	10/20/2011	99999	CYNTHIA C. SANCHEZ	70.00
365	10/20/2011	99999	JESUS R. SUAREZ	70.00
366	10/20/2011	99999	MARK EUGENE THIEL	70.00
367	10/20/2011	99999	FRANK J. VALENZUELA	70.00
368	10/20/2011	99999	FEDERICO ALCARAZ	70.00

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
369	10/20/2011	99999	RACHEL ARGUELLO	70.00
370	10/20/2011	99999	THOMAS B. CASTILLO II	70.00
371	10/20/2011	99999	REGINA DOMINGUEZ	70.00
372	10/20/2011	99999	JOSE M. ZAMORA	70.00
373	10/20/2011	99999	DOUGLAS VELASQUEZ	70.00
374	10/20/2011	99999	ARMANDO R. TINOCO	70.00
375	10/20/2011	99999	VICTOR ALFONSO AYALA	70.00
376	10/20/2011	99999	ROXANN C. ACOSTA	70.00
377	10/20/2011	99999	GEORGE GIANNOULIAS	70.00
378	10/20/2011	99999	PAUBLO GARCIA	70.00
379	10/20/2011	99999	JOSEPH ANTHONY GARCIA	70.00
380	10/20/2011	99999	SHERRY J. FRANK	70.00
381	10/20/2011	99999	ASHLEY N. FERRO	70.00
382	10/20/2011	99999	MELINDA KATHERINE FALLOW	70.00
383	10/20/2011	99999	VERONICA DOMINGUEZ	70.00
384	10/20/2011	99999	REGINA DOMINGUEZ	70.00
385	10/20/2011	99999	JENNIFER A. FLORA	70.00
386	10/20/2011	99999	TINA MARIE SALVATORE	70.00
387	10/20/2011	99999	ELIZABETH ACOSTA	70.00
388	10/20/2011	99999	CASSANDRA RUIZ	70.00
389	10/20/2011	99999	RAY B. TORRES	70.00
390	10/20/2011	99999	VICTOR R. LOPEZ	70.00
391	10/20/2011	99999	ROSANNE GALLEGOS	70.00
392	10/20/2011	99999	JOHN WALTER EHLERS	70.00
393	10/20/2011	99999	RUBEN D. CRUZ	70.00
394	10/20/2011	99999	MELINDA SLOAN	70.00
395	10/20/2011	99999	VIVIAN M. RAMIREZ	70.00
396	10/20/2011	99999	JOSE L. BELTRAN	70.00
397	10/20/2011	99999	ROSANNE GALLEGOS	70.00
398	10/20/2011	99999	JENNIFER J. BARAY	70.00
399	10/20/2011	99999	JOHN JOHNSON	70.00
400	10/20/2011	99999	ARIANA ZUNIGA	70.00
401	10/20/2011	99999	MATT D. WALL	70.00
402	10/20/2011	99999	ORLANDO QUINONEZ	70.00
403	10/20/2011	99999	EVELYN VEGAFONG	70.00
404	10/20/2011	99999	FELIPE AVILA	70.00
405	10/20/2011	99999	MARK THOMAS CHINDLUND	70.00
406	10/20/2011	99999	RAYMOND L. KREISEL	70.00
407	10/20/2011	99999	WILLIAM PATTON	70.00
408	10/20/2011	99999	MARC C. FLORES	70.00
409	10/20/2011	99999	ARMANDO CASTANON-CONTRERA	70.00
410	10/20/2011	99999	DANIELA JACOBO	70.00
411	10/20/2011	99999	RAYMOND A. AYALA	70.00
412	10/20/2011	99999	AMBER J. CASSIDY	70.00
413	10/20/2011	99999	MELVIN C. GRAVES	74.00
414	10/20/2011	99999	MILTON S. RODRIGUEZ	75.00

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
415	10/20/2011	99999	WILLIAM ROBERT KORTHOF	75.00
416	10/20/2011	99999	ALARCON SONS, INC.	75.00
417	10/20/2011	99999	LAUREN BURLESON	90.00
418	10/20/2011	99999	SCHINDLER ELEVATOR CORP	95.00
419	10/20/2011	99999	DENNIS LONG	320.00
420	10/20/2011	99999	SHARON STEWART	335.00
421	10/20/2011	99999	LAWRENCE B. FARTHING	375.00
422	10/20/2011	2	10-8 RETROFIT	65.00
423	10/20/2011	3	12 MILES OUT.COM	1,200.00
424	10/20/2011	11	A & B ELECTRIC	192.00
425	10/20/2011	13	A-1 POWER SWEEPING CO INC	600.00
426	10/20/2011	23	ABORTA BUG INC	75.00
427	10/20/2011	26	ABSOLUTE SECURITY	5,918.00
428	10/20/2011	37	ACRYLATEX	212.06
429	10/20/2011	61	ADVANTEC CONSULTING ENGIN	3,200.00
430	10/20/2011	71	AGAPE SIGHT N' SOUND	135.00
431	10/20/2011	82	AIR-BREE HEATING	170.00
432	10/20/2011	84	AIRGAS-WEST	263.14
433	10/20/2011	96	ALBERTSONS GROCERY WAREHO	15.98
434	10/20/2011	160	AMERICAN WEST COAST SECUR	75.00
435	10/20/2011	269	BAKER AND TAYLOR INC	12.47
436	10/20/2011	283	BANK OF THE WEST	9,230.89
437	10/20/2011	318	BELL BUILDING MAINTENANCE	3,205.00
438	10/20/2011	341	BEST BEST & KRIEGER LLP	2,578.62
439	10/20/2011	380	BOOK WHOLESALERS INC	223.97
440	10/20/2011	477	CALIF, STATE OF	7,611.18
441	10/20/2011	566	CASTRUITA, MICHAEL	255.00
442	10/20/2011	706	COMMERCIAL DOOR CO INC	376.89
443	10/20/2011	710	COMMUNICATIONS CENTER	145.88
444	10/20/2011	717	COMPLETE PAPERLESS SOLUTI	5,175.00
445	10/20/2011	788	COVINA, CITY OF	379.47
446	10/20/2011	3229	Crowne Plaza Irvine	990.00
447	10/20/2011	829	CURLEY, JOHN	90.00
448	10/20/2011	889	DESILVA, ANURA K T	2,500.00
449	10/20/2011	970	EDISON CO	39,709.81
450	10/20/2011	971	EDS AUTO PARTS	15.38
451	10/20/2011	1055	FEDEX	21.70
452	10/20/2011	1277	ESTRADA - HAEBE, CYNTHIA	1,622.50
453	10/20/2011	1361	HOLLIDAY ROCK CO INC	1,601.35
454	10/20/2011	1364	HOME DEPOT	184.51
455	10/20/2011	1428	INGRAM DIST GROUP	60.87
456	10/20/2011	1430	INLAND WATER WORKS	660.56
457	10/20/2011	1437	INTER-CON SECURITY SYSTEM	3,861.04
458	10/20/2011	1505	JOHNNY'S POOL SERVICE	66.77
459	10/20/2011	3237	JOHNSON, KENNETH EUGENE	688.24
460	10/20/2011	1514	JOHNSTONE SUPPLY	145.22

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
461	10/20/2011	1526	JS CONSULTANTS	44,026.75
462	10/20/2011	1561	KEYSTONE UNIFORM DEPOT	107.31
463	10/20/2011	1646	LANGUAGE LINE SERVICES IN	42.30
464	10/20/2011	1680	LEAGUE OF CALIF CITIES	100.00
465	10/20/2011	1680	LEAGUE OF CALIF CITIES	425.00
466	10/20/2011	1691	LEVEL 3 COMMUNICATIONS LL	2,146.67
467	10/20/2011	1708	LIFE ASSIST INC	690.56
468	10/20/2011	1754	LOWE'S COMPANIES INC	315.22
469	10/20/2011	1771	MACIAS GINI & O'CONNELL L	15,086.00
470	10/20/2011	1778	MADRID, VICKI	20.00
471	10/20/2011	1833	MAXIMUS INC	3,625.60
472	10/20/2011	1858	MCMASTER CARR SUPPLY CO	183.53
473	10/20/2011	1904	MEYER JR., ROBERT E	200.00
474	10/20/2011	1933	MISSION LINEN SUPPLY	357.23
475	10/20/2011	1933	MISSION LINEN SUPPLY	24.78
476	10/20/2011	2061	NEWPORT FARMS INC	161.33
477	10/20/2011	2104	OFFICE DEPOT	803.97
478	10/20/2011	99999	K LEIGH RAY	2.00
479	10/20/2011	2166	PACIFIC STAMP & SIGN	68.90
480	10/20/2011	2198	PARRISH, DARYL	64.00
481	10/20/2011	2199	PARS	494.07
482	10/20/2011	2300	PRIMA CALIFORNA CHAPTER	385.00
483	10/20/2011	2335	PYRO-COMM SYSTEMS INC	135.00
484	10/20/2011	2345	QUILL	340.10
485	10/20/2011	2407	REGIONAL TAP SERVICE CENT	896.28
486	10/20/2011	2415	REPUBLIC MASTER CHEFS	126.87
487	10/20/2011	2426	REYNOLDS BUICK INC	22.38
488	10/20/2011	2557	SANTA ANITA FAMILY SERVIC	120.00
489	10/20/2011	2618	SGV ENTERPRISES INC	12,100.00
490	10/20/2011	2620	SGV NEWSPAPER GROUP	5,481.90
491	10/20/2011	2676	SMART AND FINAL IRIS CORP	252.50
492	10/20/2011	2696	SOCAL ACCESS AND VIDEO	135.94
493	10/20/2011	2700	SOFTWARE HOUSE INTERNATIO	1,450.01
494	10/20/2011	2719	SPARKLETTS	22.37
495	10/20/2011	2737	STAPLES INC	181.53
496	10/20/2011	2781	SURETECK INDUSTRIAL	3,565.03
497	10/20/2011	2783	SURFACE PREP SUPER STORE	1,574.19
498	10/20/2011	2832	THE CAKE MAMAS	14,573.40
499	10/20/2011	2859	TISUTHIWONGSE, SUCHOT	1,969.36
500	10/20/2011	2926	TYLER TECHNOLOGIES INC.	6,312.35
501	10/20/2011	2935	UNDERGROUND SERVICE ALERT	63.00
502	10/20/2011	2945	UNITED TRAFFIC	1,700.35
503	10/20/2011	2950	UPS	19.07
504	10/20/2011	2958	US POSTMASTER TMS ACCOUNT	369.03
505	10/20/2011	2966	V & V MANUFACTURING	136.92
506	10/20/2011	2999	VERIZON CALIFORNIA	1,311.53

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
507	10/20/2011	3001	VERIZON WIRELESS	3,538.14
508	10/20/2011	3023	VULCAN MATERIALS COMPANY	499.60
509	10/20/2011	3043	WARREN DISTRIBUTING INC	144.30
510	10/20/2011	3080	WESTERN EMULSIONS INC	220.77
511	10/20/2011	3134	XEROX CORPORATION	104.31
512	10/26/2011	2	10-8 RETROFIT	324.91
513	10/26/2011	113	ALL CITY MANAGEMENT SVC	4,977.18
514	10/26/2011	437	BURRO CANYON ENT INC	170.00
515	10/26/2011	477	CALIF, STATE OF	278.25
516	10/26/2011	3227	Fay Leventhal	1,300.00
517	10/26/2011	649	CINTAS CORP #693	307.56
518	10/26/2011	654	CITRUS CAR WASH	410.55
519	10/26/2011	710	COMMUNICATIONS CENTER	492.02
520	10/26/2011	3235	COOK, SHAWNA	521.94
521	10/26/2011	766	COVINA DISPOSAL CO	11,877.50
522	10/26/2011	783	COVINA WATER & REFUSE, CI	76.35
523	10/26/2011	889	DESILVA, ANURA K T	2,500.00
524	10/26/2011	894	DF POLYGRAPH	250.00
525	10/26/2011	1156	GAS COMPANY, THE	1,217.63
526	10/26/2011	1235	GRAINGER	786.98
527	10/26/2011	3233	MOLINA, GRACIELA	500.00
528	10/26/2011	1364	HOME DEPOT	108.83
529	10/26/2011	1389	HUNTINGTON COURT REPORTER	1,641.88
530	10/26/2011	1427	INGLEWOOD, CITY OF PTS PR	5,697.62
531	10/26/2011	3230	Bobadilla, Jesus	1,000.00
532	10/26/2011	1561	KEYSTONE UNIFORM DEPOT	150.40
533	10/26/2011	1609	LA CNTY COUNTY DEPT OF AN	8,567.38
534	10/26/2011	1906	MEZA, OLGA	100.00
535	10/26/2011	1908	MICHAEL J O'DAY AND ASSOC	210.00
536	10/26/2011	1933	MISSION LINEN SUPPLY	53.54
537	10/26/2011	3236	MUNOZ, VINCENT	378.00
538	10/26/2011	2033	NATIONWIDE RETIREMENT SOL	3,042.50
539	10/26/2011	2061	NEWPORT FARMS INC	407.86
540	10/26/2011	2199	PARS	412.00
541	10/26/2011	2238	PEST OPTIONS INC	265.00
542	10/26/2011	2309	PROFESSIONAL ACCOUNT MANA	2,340.31
543	10/26/2011	2389	RC KEMP CONSULTING LLC	1,710.00
544	10/26/2011	2415	REPUBLIC MASTER CHEFS	147.17
545	10/26/2011	2612	SEVOLD, CHERYL	196.00
546	10/26/2011	2714	SOUTHERN CA GAS CO ML711D	575.00
547	10/26/2011	2737	STAPLES INC	411.33
548	10/26/2011	3234	VELARDE-KUBANIK, MONICA	73.50
549	10/26/2011	3064	WELLDYNERX	66.48
550	10/26/2011	3070	WEST COAST ARBORISTS INC	327.60
551	10/28/2011	219	AT&T	159.68
552	10/28/2011	219	AT&T	690.90

CITY OF COVINA

Check Register

October, 2011

CHECK#	Check Date	Vendor #	Vendor Name	Amount
553	10/28/2011	221	AT&T MOBILITY	1,182.96
554	10/28/2011	477	CALIF, STATE OF	277.00
555	10/28/2011	783	COVINA WATER & REFUSE, CI	1,333.21
556	10/28/2011	970	EDISON CO	1,727.87
557	10/28/2011	1156	GAS COMPANY, THE	191.40
558	10/28/2011	1204	GOLDEN STATE WATER COMPAN	54.35
559	10/28/2011	1915	MIKE BUBALO CONSTRUCTION	50,046.50
560	10/28/2011	2999	VERIZON CALIFORNIA	1,024.22
561	10/28/2011	3135	XO COMMUNICATIONS	5,530.11

*Void

Total

\$ 1,867,785.71

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 October, 2011; Payroll for 10/13/11, 10/25/11 and 10/27/11; Workers Compensation for 9/30/11; 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 20th day of December, 2011

Cheri M. Salas, Deputy

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: CC 2

STAFF SOURCE: Catherine LaCroix, Deputy City Clerk 

ITEM TITLE: Update on the Strategic Plan

STAFF RECOMMENDATION

Receive and file the monthly Strategic Plan objectives update.

FISCAL IMPACT

None.

BACKGROUND

City Council along with City Staff held a Strategic Planning Meeting Workshop on October 24, 2011. 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. 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 ✪ STRATEGIC OBJECTIVES

October 24, 2011 – April 1, 2012

THREE-YEAR GOAL: <i>IMPROVE AND PROMOTE CUSTOMER SERVICE</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By December 1, 2011, if economically feasible	HR Director	Renew the Xit Polls contract.		X		3 devices are renewed for 2012
2. By December 1, 2011	HR Director and City Manager	Set up a confidential suggestion box in City Hall to obtain frank comments on customer service.			X	Acquiring a box from city staff. To be completed by January 15, 2012.
3. By December 1, 2011	City Manager and Council Member Kevin Stapleton	Implement a Secret Shopper Program to evaluate customer service performance throughout the City.			X	To be completed by January 31, 2012.
4. By December 15, 2011	City Manager and Council Member Kevin Stapleton	Identify City employees, working with a consultant, to provide customer service training to other employees.			X	Consultant has not yet been retained.
5. By February 1, 2012	City Manager (lead), HR Director and Council Member Kevin Stapleton, with the Customer Service Committee	Recommend to the City Council for action a customer service trainer.		X		Have made contact with one proposed trainer. Going forward or continuing research depending on quality and cost of proposal.
6. By April 1, 2012 and every six months thereafter	Community Development Director	Create, distribute, analyze and present to the City Council the results of a business survey as a part of the Customer Service Outreach Program.				

THREE-YEAR GOAL: *ENHANCE FINANCIAL STABILITY*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By the first City Council meeting in December 2011	Finance Director	Bring to the City Council for action recommendations from a study of the street lighting assessments.	X			1 st phase on Council agenda 12/5/11
2. By the second City Council meeting in January 2012	Finance Director (lead), City Attorney and Public Works Director	Study the feasibility of revising the Business License Ordinance and related ordinances and present the recommendations to the City Council for direction.				
3. At the second City Council meeting of at least each quarter (Jan, Apr, July, Oct)	Finance Director	Present to the City Council updates on State and Federal actions that could impact the financial stability of the City.		X		
4. At the March 6, 2012 City Council meeting	City Manager and Deputy Executive Director for Redevelopment	Provide to the Agency Board/City Council/Housing Authority for consideration a plan to provide funding to eliminate blight in the downtown and for mixed use development site acquisition.		X		Strategy dependent upon California Supreme Court decision related to RDA's.
5. By April 1, 2012	City Manager and HR Director	Present to the City Council an update on contract negotiations with employee bargaining groups.		X		Work to begin first quarter 2012.

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

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By January 1, 2012	Parks and Recreation Director, working with the Communications Manager	Develop and implement a Parks, Recreation and Library Public Awareness Campaign to include presentations and media efforts (e.g., website and City view) to focus on ongoing enhancements to parks and recreation and library services.			X	February 1, 2013
2. At the February 21, 2012 City Council meeting	Parks and Recreation Director	Present a revised Park System Master Plan to the City Council for action.		X		
3. At the March 2012 City Council meeting	Parks and Recreation Director, with input from the Library Board of Trustees and The Friends	Develop and present to the City Council for action fundraising ideas to support the Covina Public Library.		X		
4. At the March 6, 2012 City Council meeting	Parks and Recreation Director and City Attorney	Complete and submit to the City Council for review written policies and procedures to include, but not limited to, donated materials and general contributions made to the Covina Public Library.		X		
5. By April 1, 2012	Parks and Recreation Director	Develop and implement an annual fundraising event to support the Covina Public Library's Literacy Program.		X		

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

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By December 31, 2011	Public Works Director	Present to the City Council for action a green purchasing policy.	X			Item approved at the City Council meeting of November 15th
2. At the January 17, 2012 City Council meeting	Public Works Director with input from a third party contractor	Identify locations for photovoltaic (solar panels) installations and report the findings to the City Council for consideration.		X		
3. By March 1, 2012	City Manager and Finance Director	Present to the City Council recommendations for street sweeping parking restrictions.				
4. By March 1, 2012	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		
5. At the March 6, 2012 City Council meeting	Public Works Director	Submit to the City Council for acquisition one or two properties for community garden(s) and submit design documents for selected site(s).		X		
6. At the March 6, 2012 City Council meeting	Community Development Director	Present to the City Council for consideration updated zoning codes to encourage environmental sustainability (e.g., water, solar), improve customer service and increase zoning clarity.				
7. By April 1, 2012	Public Works Director	Achieve Gold Status with San Gabriel Valley EnergyWise Partnership.		X		

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

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the February 7, 2012 City Council meeting	Police Chief and Council Member Walt Allen, working with the LA County Fire Department	Develop and present to the City Council a plan to implement a Community Disaster Preparedness Fair in 2012.				
2. At the March 6, 2012 City Council meeting	Police Chief and Council Member Walt Allen	Develop and present to the City Attorney for information and direction a comprehensive Security Plan for City facilities and chamber.				
3. At the March 20, 2012 City Council meeting	Police Chief and Council Member Walt Allen, working with LA County Battalion Chief	Develop and present to the City Council for action a plan for conducting a "table top" disaster preparedness exercise.				
4. At the March 20, 2012 City Council meeting	Police Chief, City Attorney and Community Development Director	Explore the feasibility of establishing an extra-ordinary public safety response policy for restaurant and entertainment establishments and make a recommendation(s) to the City Council for action.				

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: CC 3

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 November.

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 November, the following trends were noted:

- The Transportation Section saw a 29% increase in the number of unlinked passengers since the new Dial A Ride contractor began service last quarter.
- The Building Section has progressively increased their total month to month inspections by 35% since July. Out of eight total inspection categories, the area of highest inspection is general building inspection.
- As a result of Building's increase in inspection, Industrial Waste Permit cases that have not complied for one year were referred to Code Enforcement. This produced a 33% increase in the category of cases open for this month.
- Engineering experienced a rise in both categories of permits issued and inspections conducted in comparison to last month.

**CITY OF COVINA
PUBLIC WORKS DEPARTMENT MONTHLY ACTIVITY REPORT
NOVEMBER 2011**

DIVISION	ACTIVITY	QUANTITY
Water Utility	Meter replacements	10
	Consumer responses	695
	Backflow tests	34
	Flushed blow-offs	0
	Service line repair/replace	5
	Main line repair/replace	10
	Fire hydrants maintained	16
	Isolation valves exercised	26
	Dig alert responses	36
	Emergency call outs	3
Equipment Maintenance	Preventative Maintenance service	47
	Safety inspections	47
	Daily demand repairs	110
	Tire repairs	14
	Major repairs over \$1000	2
	Emergency call outs	44
Street Maintenance	Traffic sign remove/replace/install	45
	Potholes repaired	255
	Curb and gutter remove/replace (LF)	0
	Sidewalk remove/replace (SF)	50
	Curb painted (LF)	200
	Illegally dumped items picked up (LBS.)	3,500
	Utility cuts repaired	3
	Trees trimmed	25
	Trees removed	2
Emergency call outs	2	
Environmental Services	Used oil containers distributed	1
	Compost bins distributed	0
	NPDES violations investigated	3
	NPDES Permit Inspections	92
	Waste management consumer contacts	0
	Industrial Waste Permit Inspections	7
	Plans checked for environmental compliance	6
	Environmental legislation & regulations reviewed	9
	Special Waste collection events promoted	0
Engineering	Permits issued	25
	Inspections conducted	41
	Complaint responses	2
	Jobsite meetings	4
	Plan checks conducted	10
	Document research requests	4
	Value of plans prepared	0
Building Maintenance	Service requests completed	23
	Facility heat/air conditioning repairs	2
	Facility lighting/electrical repairs	3
	Emergency call outs	0

**CITY OF COVINA
PUBLIC WORKS DEPARTMENT MONTHLY ACTIVITY REPORT
NOVEMBER 2011**

DIVISION	ACTIVITY	QUANTITY
Transportation	Bus passes sold	86
	Covina Transit passengers	2,062
	Metrolink monthly permits sold	751
	Metrolink Avg. daily permits sold	96
	Municipal lots blue zone permits sold	114
	Municipal lots monthly machine revenues	\$527
Code Enforcement	Number of Inspections	1,182
	Number of signs pulled from public right-of-way	373
	Number of resolved cases	133
	Number of open cases	433
	Industrial waste cases open	133
	Liens filed	10
	Liens released	1
	Total homes in foreclosure	266
	Foreclosed homes registered	22
Cases referred for possible litigation	3	
Building & Safety	Pre/Post permit counter visits	237
	Pre/Post Activity (hours)	35.55
	Permits issued	126
	Inspections conducted	524
	Plan checks conducted	40
	Permit valuation	\$1,957,500
Sewer Maintenance	Manholes inspected	81
	Linear feet of main cleaned	74,686
	Hot-spot locations cleaned	33
	Sewer overflow responses	0
	Manholes treated for vermin infestation	17
	Manholes treated for rodent infestation	6
	Routine pump station checks	30
Special Activities of Note	Parade blue line freshened (ft.)	300
	Water main repaired @ San Bernardino/Barranca	1
	Olmec monument removed from Police Dept. frontage	1
	Tons of asphalt poured for Lark Ellen/Metro repair	10

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: CC 4

STAFF SOURCE: Steve Henley, Director of Public Works
Kalieh Honish, Assistant Director of Public Works *KH*
Laura Lara, Assistant Civil Engineer

ITEM TITLE: Award the Bid for the Holt Avenue Pump Station – Project No. W-1103

STAFF RECOMMENDATION

That the City Council:

- a. Approve the construction drawings for the project; and

- b. Award the bid for the Holt Avenue Pump Station, Project No. W-1103, to Hyper Electric, Incorporated as the lowest responsive and responsible bidder in the amount of \$599,489.00.

FISCAL IMPACT

The construction project and all ancillary activities, i.e. inspection, quality control and assurance, material testing, survey, compaction testing, etc., will be funded entirely by the proceeds of the City's 2010 Water Revenue Bonds; which are budgeted within Account No. 6011-5060-55420. Accordingly, awarding the bid for the project will have no negative fiscal impact.

BACKGROUND

Project W-1103 consists of the construction of an auxiliary pump station on a portion of Xalapa Park to provide an alternate means of supplying water to the system's Zone 5 (Roycove) and Zone 4 (Rancho La Merced) reservoir sites in an emergency and during periods of routine maintenance when an individual reservoir may be down for repairs. In addition, the new pump station will also include the construction of a set of restrooms which will also be made available to the Parks & Recreation Department to enhance the utilization of the existing park facilities.

The project was duly noticed and advertised and bids for the project were received in the City Clerk's office on December 5, 2011. As shown on the attached Exhibit B, Hyper Electric, Incorporated was determined to be the lowest responsive and responsible bidder with a bid of \$599,489.00. The highest bid was received by Dahl, Taylor and Associates in the amount of \$966,001.00. The Engineer's Estimate for the project was \$701,000.00.

Hyper Electric currently carries valid "A" (General Engineering Contractor) and "C-10" (Electrical Contractor) licenses. Staff has also verified that Hyper Electric has successfully

completed similar project for the cities of Irvine and Carson and for the counties of San Bernardino and Los Angeles.

The project is exempt from the provisions of the California Environmental Quality Act (CEQA) as a Class 3 Categorical Exemption (Section 15303). A Notice of Exemption for the project was previously prepared and filed with the Los Angeles County Recorder on April 21, 2011. With respect to the Public Park Preservation Act of 1971 (Public Resources Code 5400 et seq.) the project is also exempt from these provisions, as well, as the project will be providing services to Xalapa Park and it is not feasible to place the planned facility underground (Section 5403).

RELEVANCE TO THE STRATEGIC PLAN

While not directly responsive to any of the currently identified objectives of the Strategic Plan improvements of the City's water supply system to develop operational redundancy support the specific Strategic Plan's Goals of enhancing financial stability and becoming an environmentally sustainable community.

EXHIBITS

- A. Project Plans on file with the Public Works Department
- B. Bid Summary

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

BID SUMMARY

Holt Avenue Pump Station

Project No. W-1103

December 5, 2011

ITEM NO	DESCRIPTION	QTY	UNIT	Hyper Electric	Mehta	Environmental	Atlas-Allied	SCW	Tennyson
1	Mobilize/demobilize	1	L.S.	49,750.00	54,500.00	23,509.00	30,000.00	23,881.00	80,000.00
2	Public convenience, safety and traffic control	1	L.F.	12,855.00	19,900.00	5,000.00	4,000.00	1,420.00	20,000.00
3	Excavation and excavation safety	1	L.F.	71,340.00	20,500.00	500.00	3,500.00	2,746.00	17,000.00
4	Install horizontal split case pump	1	L.F.	32,350.00	75,250.00	56,920.00	42,000.00	43,977.00	35,000.00
5	Install precast concrete building	1	L.F.	146,500.00	149,500.00	139,312.00	165,000.00	151,879.00	120,000.00
6	Install steel piping and valves	1	L.F.	31,899.00	139,750.00	168,619.60	102,000.00	108,666.00	130,000.00
7	Install bathroom plumbing	1	L.F.	18,340.00	19,250.00	10,560.00	27,500.00	20,055.00	25,000.00
8	Install concrete building pad	1	L.F.	37,980.00	41,950.00	19,801.00	52,000.00	49,385.00	78,000.00
9	Perform rough and precise grading	1	L.F.	21,100.00	24,550.00	8,814.00	20,000.00	12,543.00	35,000.00
10	Install landscaping and irrigation	1	EA.	12,550.00	21,150.00	5,252.00	6,000.00	16,755.00	10,000.00
11	Install electrical equipment	1	EA.	137,900.00	81,000.00	158,200.00	155,000.00	202,168.00	100,000.00
12	SCADA integration	1	EA.	9,425.00	19,500.00	88,000.00	80,400.00	63,662.00	70,000.00
13	Pressure testing and disinfection	1	EA.	7,500.00	11,500.00	2,000.00	5,000.00	4,129.00	6,000.00
14	Start-up and test	1	EA.	10,000.00	6,700.00	3,000.00	6,500.00	7,725.00	4,000.00
CONSTRUCTION COST				\$ 599,489.00	\$ 685,000.00	\$ 689,487.60	\$ 698,900.00	\$ 708,991.00	\$ 730,000.00
			7	LA Engineering	\$780,500.00				
			8	G.B. Cooke	\$795,165.00				
			9	Pascal & Ludwig	\$795,905.00				
			10	Technion	\$801,000.00				
			11	Caliagua	\$832,530.00				
			12	Zusser	\$893,100.00				
			13	Dahl/Taylor	\$966,001.00				

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: CC 5

STAFF SOURCE: Catherine LaCroix, Deputy City Clerk



ITEM TITLE: Adoption of **Resolution No. 11-7032**, authorizing the destruction of obsolete records

STAFF RECOMMENDATION

The City Council to adopt **City Resolution No. 11-7032**, approving and authorizing the destruction of obsolete City Clerk Department records.

FISCAL IMPACT

There is a nominal fee associated with the destruction of obsolete records, which is based on the number of boxes. The destruction of said records is budgeted within the 2011-2012 fiscal year budget.

BACKGROUND

In July 2011, staff presented to Council a request to destroy nine boxes of audio/video recordings from 1986-2008. During the meeting, City Council made the recommendation to research the transferring of audiocassette tapes from 1992-1993 Council Meetings to Compact Disk ("CD") rather than destroying, due to their locally historical value. The City Clerk's Office located a Los Angeles based business that would transfer a 91-120 minute cassette recording to CD for \$27-30 per recording, depending on the number of tapes to transfer. Staff determined the cost to transfer the 77 audiocassette tapes exceeded the current fiscal year record maintenance budget. Therefore, staff has separated the 1992-1993 audiocassette tapes from the remaining tapes and marked them for long-term storage in the City Clerk's Office vault. During the mid-year budget review, staff will analyze any cost savings and make necessary budget adjustments to carry out the transfer of the 1992-1993 cassette tapes to CD.

For Council approval is the adoption of a Resolution authorizing the destruction of certain records that meet or exceed their retention period. The attached exhibit excludes those audiocassette tapes from 1992-1993, however, includes the remaining audio/video recordings from outside that timeframe. Under Government Code Section 54953.5, audio or video recordings of open and public meetings may be erased or destroyed 30 days after the recording. Authority to destroy these records is requested as provided by Government Code Section 34090 and pursuant to the City's adopted Record Retention Schedule.

RELEVANCE TO THE STRATEGIC PLAN

There is no direct relevance to the Covina Strategic Plan.

EXHIBITS

- A. List of Records for Destruction
- B. Resolution No. 11-7032
- C. Executed Authorization to Destroy Records

REVIEW TEAM ONLY	
City Attorney: <u>4-77</u>	Finance Director: <u></u>
City Manager: <u></u>	Other: _____

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 1 OF 9

FILE NO.	DESCRIPTION	DATE
	City Council Meeting VHS Tape 1 of 2	29-Jun-98
	City Council Meeting VHS Tape 2 of 2	29-Jun-98
	City Council Meeting VHS Tape 1 of 3	20-Jun-00
	City Council Meeting VHS Tape 2 of 3	20-Jun-00
	City Council Meeting VHS Tape 3 of 3	20-Jun-00
	City Council Meeting VHS Tape	7-Mar-01
	City Council Meeting VHS Tape	7-Mar-01
	City Council Meeting VHS Tape 1 of 1	5-Jun-01
	City Council Meeting VHS Tape 1 of 1	7-Aug-01
	City Council Meeting VHS Tape 1 of 1	18-Sep-01
	City Council Meeting VHS Tape 1 of 1	2-Oct-01
	City Council Meeting VHS Tape 1 of 1	16-Oct-01
	City Council Meeting VHS Tape 1 of 1	6-Nov-01
	City Council Meeting VHS Tape 1 of 1	4-Dec-01
	City Council Meeting VHS Tape 1 of 1	5-Feb-02
	City Council Meeting VHS Tape 1 of 1	19-Feb-02
	City Council Meeting VHS Tape 1 of 2	5-Mar-02
	City Council Meeting VHS Tape 2 of 2	5-Mar-02
	City Council Meeting VHS Tape 1 of 1	21-May-02
	City Council Meeting VHS Tape 1 of 2	4-Jun-02
	City Council Meeting VHS Tape 2 of 2	4-Jun-02
	City Council Meeting VHS Tape 1 of 1	6-Jun-02
	City Council Meeting VHS Tape 1 of 1	18-Jun-02
	City Council Meeting VHS Tape 1 of 1	2-Jul-02
	City Council Meeting VHS Tape 1 of 2	16-Jul-02
	City Council Meeting VHS Tape 2 of 2	16-Jul-02
	City Council Meeting VHS Tape 1 of 1	17-Sep-02
	City Council Meeting VHS Tape 1 of 1	1-Oct-02
	City Council Meeting VHS Tape 1 of 2	5-Nov-02
	City Council Meeting VHS Tape 2 of 2	5-Nov-02
	City Council Meeting VHS Tape 1 of 1	21-Jan-03
	City Council Meeting VHS Tape 1 of 1	1-Apr-03
	City Council Meeting VHS Tape 1 of 1	2-Dec-03

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 2 OF 9

FILE NO.	DESCRIPTION	DATE
	City Council Meeting VHS Tape 1 of 1	04-Nov-03
	City Council Meeting VHS Tape 1 of 1	16-Dec-03
	City Council Meeting VHS Tape 1 of 1	20-Jan-04
	City Council Meeting VHS Tape 1 of 1	29-Jan-04
	City Council Meeting VHS Tape 1 of 1	16-Mar-04
	City Council Meeting VHS Tape 1 of 1	06-Jul-04
	City Council Meeting VHS Tape 1 of 1	20-Jul-04
	City Council Meeting VHS Tape 1 of 1	17-Aug-04
	City Council Meeting VHS Tape 1 of 2	07-Sep-04
	City Council Meeting VHS Tape 2 of 2	07-Sep-04
	City Council Meeting VHS Tape 1 of 1	05-Oct-04
	City Council Meeting VHS Tape 1 of 1	19-Oct-04
	City Council Meeting VHS Tape 1 of 1	07-Dec-04
	City Council Meeting VHS Tape 1 of 2	21-Dec-04
	City Council Meeting VHS Tape 2 of 2	21-Dec-04
	City Council Meeting VHS Tape 1 of 1	18-Jan-05
	City Council Meeting VHS Tape 1 of 1	01-Mar-05
	City Council Meeting VHS Tape 1 of 1	15-Mar-05
	City Council Meeting VHS Tape 1 of 1	05-Apr-05
	City Council Meeting VHS Tape 1 of 1	19-Apr-05
	City Council Meeting VHS Tape 1 of 1	03-May-05
	City Council Meeting VHS Tape 1 of 1	17-May-05
	City Council Meeting VHS Tape 1 of 1	07-Jun-05
	City Council Meeting VHS Tape 1 of 1	21-Jun-05
	City Council Meeting VHS Tape 1 of 2	05-Jul-05
	City Council Meeting VHS Tape 2 of 2	05-Jul-05
	City Council Meeting VHS Tape 1 of 1	19-Jul-05
	City Council Meeting VHS Tape 1 of 1	03-Aug-05
	City Council Meeting VHS Tape 1 of 1	16-Aug-05
	City Council Meeting VHS Tape 1 of 1	06-Sep-05
	City Council Meeting VHS Tape 1 of 1	20-Sep-05
	City Council Meeting VHS Tape 1 of 1	04-Oct-05
	City Council Meeting VHS Tape 1 of 1	18-Oct-05
	City Council Meeting VHS Tape 1 of 1	01-Nov-05
	City Council Meeting VHS Tape 1 of 2	15-Nov-05
	City Council Meeting VHS Tape 2 of 2	15-Nov-05

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 2 OF 9

<u>FILE NO.</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	City Council Meeting VHS Tape 1 of 1	3-Feb-04
	City Council Meeting VHS Tape 1 of 1	17-Feb-04
	City Council Meeting VHS Tape 1 of 1	2-Mar-04
	City Council Meeting VHS Tape 1 of 1	6-Apr-04
	City Council Meeting VHS Tape 1 of 1	20-Apr-04
	City Council Meeting VHS Tape 1 of 1	4-May-04
	City Council Meeting VHS Tape 1 of 2	18-May-04
	City Council Meeting VHS Tape 2 of 2	18-May-04
	City Council Meeting VHS Tape 1 of 1	1-Jun-04
	City Council Meeting VHS Tape 1 of 1	15-Jun-04

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 3 OF 9

FILE NO.	DESCRIPTION	DATE
	City Council Meeting VHS Tape 1 of 1	02-Oct-07
	City Council Meeting VHS Tape 1 of 1	16-Oct-07
	City Council Meeting VHS Tape 1 of 1	06-Nov-07
	City Council Meeting VHS Tape 1 of 1	20-Nov-07
	City Council Meeting VHS Tape 1 of 1	04-Dec-07
	City Council Meeting VHS Tape 1 of 2	05-Feb-08
	City Council Meeting VHS Tape 2 of 2	05-Feb-08
	City Council Meeting VHS Tape 1 of 2	04-Mar-08
	City Council Meeting VHS Tape 2 of 2	04-Mar-08
	City Council Meeting VHS Tape 1 of 1	18-Mar-08
	City Council Meeting VHS Tape 1 of 1	01-Apr-08
	City Council Meeting VHS Tape 1 of 1	15-Apr-08
	City Council Meeting VHS Tape 1 of 1	06-May-08
	City Council Meeting VHS Tape 1 of 1	20-May-08
	City Council Meeting VHS Tape 1 of 1	10-Jun-08
	City Council Meeting VHS Tape 1 of 2	17-Jun-08
	City Council Meeting VHS Tape 2 of 2	17-Jun-08
	City Council Meeting VHS Tape 1 of 1	01-Jul-08
	City Council Meeting VHS Tape 1 of 1	15-Jul-08
	City Council Meeting VHS Tape 1 of 1	19-Aug-08
	City Council Meeting VHS Tape 1 of 1	02-Sep-08
	City Council Meeting VHS Tape 1 of 1	16-Sep-08
	City Council Meeting VHS Tape 1 of 1	21-Oct-08
	City Council Meeting VHS Tape 1 of 1	18-Nov-08
	City Council Meeting VHS Tape 1 of 1	16-Dec-08

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 4 OF 9

FILE NO.	DESCRIPTION	DATE
	City Council Meeting VHS Tape 1 of 1	17-Jan-06
	City Council Meeting VHS Tape 1 of 1	07-Feb-06
	City Council Meeting VHS Tape 1 of 1	21-Feb-06
	City Council Meeting VHS Tape 1 of 1	07-Mar-06
	City Council Meeting VHS Tape 1 of 1	21-Mar-06
	City Council Meeting VHS Tape 1 of 1	04-Apr-06
	City Council Meeting VHS Tape 1 of 1	18-Apr-06
	City Council Meeting VHS Tape 1 of 1	02-May-06
	City Council Meeting VHS Tape 1 of 1	16-May-06
	City Council Meeting VHS Tape 1 of 1	06-Jun-06
	City Council Meeting VHS Tape 1 of 1	20-Jun-06
	City Council Meeting VHS Tape 1 of 1	19-Jul-06
	City Council Meeting VHS Tape 1 of 1	15-Aug-06
	City Council Meeting VHS Tape 1 of 1	05-Sep-06
	City Council Meeting VHS Tape 1 of 1	19-Sep-06
	City Council Meeting VHS Tape 1 of 1	03-Oct-06
	City Council Meeting VHS Tape 1 of 1	17-Oct-06
	City Council Meeting VHS Tape 1 of 1	07-Nov-06
	City Council Meeting VHS Tape 1 of 1	27-Nov-06
	City Council Meeting VHS Tape 1 of 1	05-Dec-06
	City Council Meeting VHS Tape 1 of 2	19-Dec-06
	City Council Meeting VHS Tape 2 of 2	19-Dec-06
	City Council Meeting VHS Tape 1 of 1	16-Jan-07
	City Council Meeting VHS Tape 1 of 1	06-Feb-07
	City Council Meeting VHS Tape 1 of 1	20-Feb-07
	City Council Meeting VHS Tape 1 of 1	20-Mar-07
	City Council Meeting VHS Tape 1 of 1	03-Apr-07
	City Council Meeting VHS Tape 1 of 1	05-Jun-07
	City Council Meeting VHS Tape 1 of 2	19-Jun-07
	City Council Meeting VHS Tape 2 of 2	19-Jun-07
	City Council Meeting VHS Tape 1 of 2	17-Jul-07
	City Council Meeting VHS Tape 2 of 2	17-Jul-07
	City Council Meeting VHS Tape 1 of 1	21-Aug-07
	City Council Meeting VHS Tape 1 of 1	04-Sep-07
	City Council Meeting VHS Tape 1 of 2	18-Sep-07
	City Council Meeting VHS Tape 2 of 2	18-Sep-07

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 5 OF 9

FILE NO.	DESCRIPTION	DATE
	City Council Meeting VHS Tape 1 of 1	07-Mar-00
	City Council Meeting VHS Tape 1 of 1	04-Apr-00
	City Council Meeting VHS Tape 1 of 1	18-Apr-00
	City Council Meeting VHS Tape 1 of 1	01-Aug-00
	City Council Meeting VHS Tape 1 of 1	15-Aug-00
	City Council Meeting VHS Tape 2 of 2	05-Sep-00
	City Council Meeting VHS Tape 1 of 1	19-Sep-00
	City Council Meeting VHS Tape 1 of 1	21-Nov-00
	City Council Meeting VHS Tape 1 of 1	19-Dec-00
	City Council Meeting VHS Tape 1 of 2	19-Dec-00
	City Council Meeting VHS Tape 1 of 2	20-Feb-01
	City Council Meeting VHS Tape 2 of 2	20-Feb-01
	City Council Meeting VHS Tape 1 of 1	15-May-01
	City Council Meeting VHS Tape 1 of 1	18-Dec-01
	City Council Meeting VHS Tape 1 of 1	06-Aug-02
	City Council Meeting VHS Tape 1 of 1	20-Aug-02
	City Council Meeting VHS Tape 1 of 1	03-Sep-02
	City Council Meeting VHS Tape 1 of 1	15-Oct-02
	City Council Meeting VHS Tape 1 of 1	19-Nov-02
	City Council Meeting VHS Tape 1 of 1	03-Dec-02
	City Council Meeting VHS Tape 1 of 1	04-Feb-03
	City Council Meeting VHS Tape 1 of 1	18-Feb-03
	City Council Meeting VHS Tape 1 of 1	18-Mar-03
	City Council Meeting VHS Tape 1 of 1	15-Apr-03
	City Council Meeting VHS Tape 1 of 1	06-May-03
	City Council Meeting VHS Tape 1 of 1	20-May-03
	City Council Meeting VHS Tape 1 of 2	17-Jun-03
	City Council Meeting VHS Tape 2 of 2	17-Jun-03
	City Council Meeting VHS Tape 1 of 1	19-Aug-03
	City Council Meeting VHS Tape 1 of 1	02-Sep-03
	City Council Meeting VHS Tape 1 of 1	07-Oct-03
	City Council Meeting VHS Tape 1 of 1	21-Oct-03
	City Council Meeting VHS Tape 1 of 1	18-Nov-03
	City Council Meeting VHS Tape 1 of 1	01-Feb-05
	City Council Meeting VHS Tape 1 of 1	06-Dec-05
	City Council Meeting VHS Tape 1 of 1	20-Dec-05

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 6 OF 9

<u>FILE NO.</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	City Council Meeting VHS Tape 1 of 2	21-Mar-00
	City Council Meeting VHS Tape 2 of 2	21-Mar-00
	City Council Meeting VHS Tape 1 of 1	16-May-00
	City Council Meeting VHS Tape 1 of 2	18-Jul-00
	City Council Meeting VHS Tape 2 of 2	18-Jul-00
	City Council Meeting VHS Tape 1 of 2	05-Sep-00
	City Council Meeting VHS Tape 1 of 2	16-Jan-01
	City Council Meeting VHS Tape 2 of 2	16-Jan-01
	City Council Meeting VHS Tape 1 of 2	06-Feb-01
	City Council Meeting VHS Tape 2 of 2	06-Feb-01
	City Council Meeting VHS Tape 1 of 1	20-Mar-01
	City Council Meeting VHS Tape 1 of 1	03-Apr-01
	City Council Meeting VHS Tape 1 of 1	01-May-01
	City Council Meeting VHS Tape 1 of 2	20-Nov-01
	City Council Meeting VHS Tape 2 of 2	20-Nov-01
	City Council Meeting VHS Tape 1 of 2	04-Dec-01
	City Council Meeting VHS Tape 2 of 2	04-Dec-01
	City Council Meeting VHS Tape 1 of 1	16-Apr-02
	City Council Meeting VHS Tape 1 of 2	07-May-02
	City Council Meeting VHS Tape 2 of 2	07-May-02

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 7 OF 9

FILE NO.	DESCRIPTION	DATE
	Adj. Meeting Cassette Tape 1 of 1	10-Oct-89
	City Council/ Plann. Comm. Meeting Cassette Tape 1 of 1	24-Sep-97
	City Council Meeting Cassette Tape 1 of 1	29-Jun-98
	City Council Meeting Cassette Tape 1 of 1	07-Jul-98
	City Council Meeting Cassette Tape 1 of 1	04-Aug-98
	City Council Meeting Cassette Tape 1 of 1	01-Sep-98
	City Council Meeting Cassette Tape 1 of 1	15-Sep-98
	City Council Meeting Cassette Tape 1 of 1	15-Sep-98
	CRA Cassette Tape 1 of 1	06-Oct-98
	City Council Meeting Cassette Tape 1 of 1	01-Mar-99
	Special City Council Meeting Cassette Tape 1 of 1	11-Mar-99
	City Council Reorganization/ Regular Meeting Cassette Tape 1 of 1	16-Mar-99
	City Council Meeting Cassette Tape 1 of 1	06-Apr-99
	City Council Meeting Cassette Tape 1 of 2	20-Apr-99
	City Council Meeting Cassette Tape 2 of 2	20-Apr-99
	City Council Meeting Cassette Tape 1 of 1	04-May-99
	City Council Budget Study Cassette Tape 1 of 1	12-May-99
	Council/CRA Budget Cassette Tape 1 of 1	17-May-99
	City Council Meeting Cassette Tape 1 of 1	06-Jul-99
	City Council/CRA Meeting Cassette Tape 1 of 1	27-Jul-99
	City Council Meeting Cassette Tape 1 of 1	03-Aug-99
	City Council Meeting Cassette Tape 1 of 2	17-Aug-99
	City Council Meeting Cassette Tape 2 of 2	17-Aug-99
	City Council Meeting/CRA Cassette Tape 1 of 1	31-Aug-99
	Planning Commission Meeting Cassette Tape 1 of 1	14-Sep-99
	City Council Meeting Cassette Tape 1 of 1	21-Sep-99
	City Council Meeting Cassette Tape 1 of 1	19-Oct-99
	Council/CRA/Planning Comm. Cassette Tape 1 of 1	25-Oct-99
	City Council Meeting Cassette Tape 1 of 1	02-Nov-99
	Chamber system Cassette Tape 1 of 1	10-Nov-99
	Council sound system Cassette Tape 1 of 1	10-Nov-99
	Council/Plann. Comm. Adj. Meeting Cassette Tape 1 of 1	10-Nov-99
	Joint PC/CC Meeting Cassette Tape 2	10-Nov-99
	City Council Meeting Cassette Tape 1 of 1	16-Nov-99
	City Council Meeting Cassette Tape 1 of 1	07-Dec-99
	City Council Meeting Cassette Tape 1 of 1	16-Oct-01

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 7 OF 9

FILE NO.	DESCRIPTION	DATE
	City Council/CRA/Library Board Meeting Cassette Tape 1 of 2	25-Jun-96
	City Council/CRA/Library Meeting Cassette Tape 2 of 2	25-Jun-96
	City Council/CRA Meeting Cassette Tape 1 of 2	26-Jun-96
	Jnt. City Council Meeting Cassette Tape 2 of 2	26-Jun-96
	City Council Meeting Cassette Tape 1 of 2	18-Aug-98
	City Council Meeting Cassette Tape 2 of 2	18-Aug-98
	City Council Meeting Cassette Tape 1 of 1	05-Jan-99
	City Council Meeting Cassette Tape 1 of 1	02-Feb-99
	City Council Meeting Cassette Tape 1 of 1	16-Feb-99
	City Council/CRA Budget Study Cassette Tape 1 of 1	19-May-99
	City Council/CRA Budget Cassette Tape 1 of 1	24-May-99
	City Council Budget Cassette (cordless Sanyo) Tape 1 of 2	02-Jun-99
	City Council Budget Cassette (cordless Sanyo) Tape 2 of 2	02-Jun-99
	City Council Budget Cassette Tape 1 of 2	02-Jun-99
	City Council Budget Cassette Tape 2 of 2	02-Jun-99
	City Council Meeting Cassette Tape 1 of 2	15-Jun-99
	City Council Meeting Cassette Tape 2 of 2	15-Jun-99
	Joint CC/CRA Meeting Cassette Tape 1 of 1	09-Sep-99
	City Council Meeting Cassette Tape 1 of 1	05-Oct-99
	Special Jnt. Council/CRA Meeting Cassette Tape 1 of 1	30-Nov-99
	City Council Meeting Cassette Tape 1 of 1	21-Dec-99
	City Council Meeting Cassette Tape 1 of 2	18-Jan-00
	City Council Meeting Cassette Tape 2 of 2	18-Jan-00
	City Council Meeting Cassette Tape 1 of 1	15-Feb-00
	City Council Meeting Cassette Tape 1 of 1	18-Apr-00
	City Council Meeting Cassette Tape 1 of 1	16-May-00
	City Council Meeting Cassette Tape 1 of 1	06-Jun-00
	City Council Meeting Cassette Tape 1 of 2	20-Jun-00
	City Council Meeting Cassette Tape 2 of 2	20-Jun-00
	City Council Meeting Cassette Tape 1 of 1	01-Aug-00
	City Council Meeting Cassette Tape 1 of 1	15-Aug-00
	City Council Meeting Cassette Tape 1 of 1	17-Oct-00
	Adj. Reg Council Meeting Cassette Tape 1 of 1	09-Nov-00
	City Council Meeting Cassette Tape 1 of 1	19-Dec-00
	City Council Meeting Cassette Tape 1 of 1	16-Jan-01
	City Council Meeting Cassette Tape 1 of 1	19-Feb-02

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 7 OF 9

<u>FILE NO.</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	Hearing Cassette Tape 1 of 1	26-Jun-91
	R-39 Meeting Cassette Tape 1 of 1	27-Jul-95
	City Council Meeting (crossed out) Cassette Tape 1 of 1	19-Nov-96
	City Council Meeting Cassette Tape 1 of 1	07-Mar-00
	City Council Meeting Cassette Tape 1 of 1	21-Mar-00
	City Council Meeting Cassette Tape 1 of 1	04-Apr-00
	Regular CC/CRA Meeting Cassette Tape 1 of 1	06-Feb-01
	Joint CC/CRA Budget Study Session Cassette Tape 1 of 1	28-Feb-01
	Recount Proceedings Cassette Tape 1 of 1	15-Mar-01
	City Council Meeting Cassette Tape 1 of 1	20-Mar-01
	Adj. City Council Meeting (Citygate) Cassette Tape 1 of 1	27-Mar-01
	City Council Meeting Cassette Tape 1 of 1	03-Apr-01
	City Council Meeting Cassette Tape 1 of 1	17-Apr-01
	City Council Meeting Cassette Tape 1 of 1	01-May-01
	City Council Meeting Cassette Tape 1 of 1	15-May-01
	City Council Meeting Cassette Tape 1 of 1	23-May-01
	City Council Meeting Cassette Tape 1 of 1	05-Jun-01
	City Council Meeting Cassette Tape 1 of 1	19-Jun-01
	City Council Meeting Cassette Tape 1 of 1	16-Jul-01
	City Council Meeting Cassette Tape 1 of 1	17-Jul-01
	City Council Meeting Cassette Tape 1 of 1	07-Aug-01
	City Council Meeting Cassette Tape 1 of 1	21-Aug-01
	City Council Meeting Cassette Tape 1 of 1	04-Sep-01
	City Council Meeting Cassette Tape 1 of 1	18-Sep-01
	City Council Meeting Cassette Tape 1 of 1	02-Oct-01
	City Council Meeting Cassette Tape 1 of 1	06-Oct-01
	City Council Meeting Cassette Tape 1 of 1	20-Nov-01
	Adjourned City Council Meeting Cassette Tape 1 of 1	03-Jan-02
	City Council Meeting Cassette Tape 1 of 1	12-Jan-02
	City Council Meeting Cassette Tape 1 of 1	15-Jan-02
	City Council Meeting Cassette Tape 1 of 1	29-Jan-02
	City Council Meeting Cassette Tape 1 of 1	05-Feb-02
	City Council Meeting Cassette Tape 1 of 1	09-Feb-02
	City Council Meeting Cassette Tape 1 of 1	05-Mar-02
	City Council Meeting Cassette Tape 1 of 1	19-Mar-02

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 7 OF 9

FILE NO.	DESCRIPTION	DATE
	City Council Meeting Cassette Tape 1 of 1	06-Oct-98
	City Council Meeting Cassette Tape 1 of 1	20-Oct-98
	City Council Meeting Cassette Tape 1 of 1	17-Nov-98
	City Council Meeting Cassette Tape 1 of 1	01-Dec-98
	City Council Meeting Cassette Tape 1 of 1	15-Dec-98
	City Council Meeting Cassette Tape 1 of 1	20-Jul-99
	City Council Meeting Cassette Tape 1 of 2	07-Sep-99
	City Council Meeting Cassette Tape 2 of 2	07-Sep-99
	City Council Meeting Cassette Tape 1 of 1	01-Feb-00
	City Council Meeting Cassette Tape 2	01-Feb-00
	Joint Council/CRA/Library Board Meeting Cassette Tape 1 of 1	16-Mar-00
	City Council Meeting Cassette Tape 1 of 1	02-May-00
	Adj. Joint Council/CRA Meeting Budget Cassette Tape 1 of 1	22-May-00
	Adj. Budget Session Cassette Tape 2	25-May-00
	Adj. Council/CRA Budget Cassette Tape 1 of 1	25-May-00
	Adj. Council/CRA Meeting Budget Cassette Tape 1 of 2	30-May-00
	Adj. Council/CRA Meeting Budget Cassette Tape 2 of 2	30-May-00
	Adj. Council/CRA Meeting Budget Cassette Tape 1 of 1	01-Jun-00
	Adj. Joint Budget Session Cassette Tape 2	01-Jun-00
	City Council Meeting Cassette Tape 1 of 1	05-Jul-00
	City Council Meeting Cassette Tape 1 of 1	18-Jul-00
	City Council Meeting Cassette Tape 1 of 2	05-Sep-00
	City Council Meeting Cassette Tape 2 of 2	05-Sep-00
	City Council Meeting Cassette Tape 1 of 1	19-Sep-00
	Jnt. CC/CRA Meeting Policy Study Session Cassette Tape 1 of 2	23-Sep-00
	Jnt. CC/CRA Meeting Policy Study Session Cassette Tape 2 of 2	23-Sep-00
	City Council Meeting Cassette Tape 1 of 1	03-Oct-00
	Adj. City Council Meeting Cassette Tape 1 of 1	01-Nov-00
	City Council Meeting Cassette Tape 1 of 1	21-Nov-00
	City Council Meeting Cassette Tape 1 of 1	20-Feb-01
	Adjourned City Council Meeting Cassette Tape 1 of 1	02-Jul-01
	City Council Meeting Cassette Tape 1 of 1	03-Jul-01
	City Council Meeting Cassette Tape 1 of 1	06-Nov-01
	City Council Meeting Cassette Tape 1 of 1	04-Dec-01
	Council/CRA Adjourned Joint Meeting Cassette Tape 1 of 1	08-Dec-01
	City Council Meeting Cassette Tape 1 of 1	18-Dec-01

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 8 OF 9

FILE NO.	DESCRIPTION	DATE
	City Council Meeting Cassette Tape 1 of 1	05-Apr-94
	City Council Meeting Cassette Tape 1 of 1	20-Dec-94
	City Council Meeting Cassette Tape 1 of 1	03-Jan-95
	City Council Meeting Cassette Tape 1 of 1	17-Jan-95
	Adj. City Council Meeting (fire report) Cassette Tape 1 of 1	31-Jan-95
	City Council Meeting Cassette Tape 1 of 1	19-Dec-95
	City Council Meeting Cassette Tape 1 of 1	18-Feb-97
	City Council Meeting Cassette Tape 1 of 1	03-Mar-97
	City Council Reorganization Meeting Cassette Tape 1 of 1	11-Mar-97
	City Council Meeting Cassette Tape 1 of 1	18-Mar-97
	City Council Meeting Cassette Tape 1 of 1	01-Apr-97
	City Council Meeting Cassette Tape 1 of 1	15-Apr-97
	City Council Meeting Cassette Tape 1 of 1	06-May-97
	City Council Meeting Cassette Tape 1 of 1	20-May-97
	Adj. Jnt. City Council Budget Meeting Cassette Tape 1 of 1	29-May-97
	City Council Meeting Cassette Tape 1 of 1	03-Dec-97
	City Council Meeting Cassette Tape 1 of 1	16-Dec-97
	City Council Meeting Cassette Tape 1 of 1	06-Jan-98
	City Council Meeting Cassette Tape 1 of 1	20-Jan-98
	City Council Meeting Cassette Tape 1 of 1	27-Jan-98
	City Council Meeting Cassette Tape 1 of 1	03-Feb-98
	City Council Meeting Cassette Tape 1 of 1	17-Feb-98
	Adj. City Council Meeting (Water Rates) Cassette Tape 1 of 1	19-Feb-98
	City Council Meeting Cassette Tape 1 of 1	03-Mar-98
	Adj. City Council Meeting (Reorganization) Cassette Tape 1 of 1	16-Mar-98
	City Council Meeting Cassette Tape 1 of 2	07-Apr-98
	City Council Meeting Cassette Tape 2 of 2	07-Apr-98
	City Council Meeting Cassette Tape 1 of 1	21-Apr-98
	City Council Meeting Cassette Tape 1 of 1	19-May-98
	Adj. Joint Council/CRA Meeting Budget Study Cassette Tape 1 of 1	26-May-98
	Adj. Jnt. Council/CRA Meeting Budget Study Cassette Tape 1 of 1	27-May-98
	City Council Meeting Cassette Tape 1 of 1	02-Jun-98
	City Council Meeting Cassette Tape 1 of 1	16-Jun-98
	City Council Meeting Cassette Tape 1 of 1	21-Jul-98
	City Council Meeting Cassette Tape 1 of 1	02-Nov-98
	Special City Council Meeting Cassette Tape 1 of 1	23-Jun-98

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 8 OF 9

FILE NO.	DESCRIPTION	DATE
	Adj. Joint Council/Planning Cassette Tape 1 of 2	25-Apr-94
	Joint CC/Planning Comm. Cassette Tape 2 of 2	25-Apr-94
	City Council Meeting Cassette Tape 1 of 1	03-May-94
	City Council Meeting Cassette Tape 1 of 1	17-May-94
	Adj. Joint Council/Agency Budget Review Cassette Tape 1 of 1	25-May-94
	Budget Session Cassette Tape 1 of 1	31-May-94
	Adj. Int. Council/Agency Budget Meeting Cassette Tape 1 of 1	06-Jun-94
	City Council Meeting Cassette Tape 1 of 2	07-Jun-94
	City Council Meeting Cassette Tape 2 of 2	07-Jun-94
	Adj. Joint Council/CRA/Budget Cassette Tape 1 of 1	13-Jun-94
	Budget Session Cassette Tape 1	13-Jun-94
	CC/CRA/Budget (blank) Cassette Tape 1 of 1	15-Jun-94
	CC/CRA/Budget Cassette Tape 1 of 1	16-Jun-94
	CC/CRA/Budget Cassette Tape 1 of 1	20-Jun-94
	City Council Meeting Cassette Tape 1 of 1	21-Jun-94
	Adj. Joint Council/Agency Contingency Plan Cassette Tape 1 of 1	27-Jun-94
	City Council Meeting Cassette Tape 1 of 1	05-Jul-94
	City Council Meeting Cassette Tape 1	07-Jul-94
	Adj. Joint Council/CRA (Contingency) Cassette Tape 1 of 1	11-Jul-94
	City Council Meeting Cassette Tape 1 of 1	19-Jul-94
	Adj. Int.Council/CRA Meeting (Contingency) Cassette Tape 1 of 1	26-Jul-94
	City Council Meeting Cassette Tape 1 of 1	02-Aug-94
	Adj. City Council Meeting Cassette Tape 1 of 1	03-Aug-94
	City Council Meeting Cassette Tape 1 of 1	16-Aug-94
	City Council Meeting Cassette Tape 1 of 1	06-Sep-94
	Adj. City Council Meeting Cassette Tape 1 of 1	07-Sep-94
	City Council Meeting Cassette Tape 1 of 2	20-Sep-94
	City Council Meeting Cassette Tape 2 of 2	20-Sep-94
	City Council Meeting Cassette Tape 1 of 1	04-Oct-94
	Jnt. City Council/Plann. Comm. Meeting Cassette Tape 1 of 1	10-Oct-94
	City Council Meeting Cassette Tape 1 of 1	12-Oct-94
	City Council Meeting Cassette Tape 1 of 2	18-Oct-94
	City Council Meeting Cassette Tape 2 of 2	18-Oct-94
	City Council Meeting Cassette Tape 1 of 1	01-Nov-94
	City Council Meeting Cassette Tape 1 of 1	15-Nov-94
	City Council Meeting Cassette Tape 1 of 1	06-Dec-94

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 8 OF 9

FILE NO.	DESCRIPTION	DATE
	City Council Meeting Cassette Tape 1 of 1	19-Apr-94
	City Council Meeting Cassette Tape 1 of 1	05-Dec-95
	City Council Meeting Cassette Tape 1 of 1	02-Jan-96
	City Council Meeting Cassette Tape 1 of 1	16-Jan-96
	City Council Meeting Cassette Tape 1 of 1	06-Feb-96
	Special Council Meeting Cassette Tape 1 of 1	22-Feb-96
	City Council Meeting Cassette Tape 1 of 1	05-Mar-96
	City Council Meeting Cassette Tape 1 of 1	19-Mar-96
	City Council Meeting Cassette Tape 1 of 1	02-Apr-96
	City Council Meeting Cassette Tape 1 of 1	16-Apr-96
	City Council Meeting Cassette Tape 1 of 1	07-May-96
	City Council Meeting Cassette Tape 1 of 1	21-May-96
	Adj. Council/CRA Meeting Budget Study Cassette Tape 1 of 1	22-May-96
	City Council Budget Study Session Cassette Tape 1 of 1	28-May-96
	City Council Meeting Cassette Tape 1 of 1	04-Jun-96
	Adj. City Council Meeting Cassette Tape 1 of 1	17-Jun-96
	City Council Meeting Cassette Tape 1 of 1	18-Jun-96
	City Council Meeting Cassette Tape 1 of 1	02-Jul-96
	City Council Meeting Cassette Tape 1 of 1	16-Jul-96
	City Council Meeting Cassette Tape 1 of 1	06-Aug-96
	City Council Meeting Cassette Tape 1 of 1	01-Oct-96
	City Council Meeting Cassette Tape 1 of 1	15-Oct-96
	City Council Meeting Cassette Tape 1 of 1	05-Nov-96
	City Council Meeting Cassette Tape 1 of 1	19-Nov-96
	City Council Meeting Cassette Tape 1 of 1	21-Nov-96
	City Council Meeting Cassette Tape 1 of 1	03-Dec-96
	Special City Council Meeting Cassette Tape 1 of 1	05-Dec-96
	City Council Meeting Cassette Tape 1 of 1	17-Dec-96
	City Council Meeting Cassette Tape 1 of 1	07-Jan-97
	City Council Meeting Cassette Tape 1 of 1	21-Jan-97
	City Council Meeting Cassette Tape 1 of 1	04-Feb-97
	City Council Meeting Cassette Tape 1 of 1	03-Jun-97
	City Council Meeting Cassette Tape 1 of 1	02-Sep-97
	City Council Meeting Cassette Tape 2	21-Oct-97
	City Council Meeting Cassette Tape 1 of 1	02-Dec-97
	Adj. City Council Meeting Cassette Tape 1 of 1	26-Feb-96

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 8 OF 9

FILE NO.	DESCRIPTION	DATE
	Adj. City Council Meeting Water Rates Cassette Tape 1 of 1	31-Jul-95
	City Council Meeting Cassette Tape 1 of 1	01-Aug-95
	Special Adj. Council Cassette Tape 1 of 1	08-Aug-95
	City Council Meeting Cassette Tape 1 of 1	15-Aug-95
	City Council Meeting Cassette Tape 1 of 1	05-Sep-95
	City Council Meeting Cassette Tape 1 of 1	19-Sep-95
	City Council Meeting Cassette Tape 1 of 1	03-Oct-95
	City Council Meeting Cassette Tape 1 of 1	17-Oct-95
	Adj./Council Meeting Cassette Tape 1 of 1	07-Nov-95
	City Council Meeting Cassette Tape 1 of 1	21-Nov-95
	Special CRA Meeting Cassette Tape 1 of 1	19-Jul-96
	City Council Meeting Cassette Tape 1 of 1	20-Aug-96
	City Council Meeting Cassette Tape 1 of 1	13-Sep-96
	City Council Meeting Cassette Tape 1 of 1	17-Sep-96
	Special Council Meeting Cassette Tape 1 of 1	08-Mar-91
	City Council Meeting Cassette Tape 1 of 1	19-Mar-91
	City Council Meeting Cassette Tape 1 of 1	02-Apr-91
	Special City Council Meeting Cassette Tape 1 of 1	10-Apr-91
	City Council Meeting Cassette Tape 1 of 1	16-Apr-91
	City Council Meeting Cassette Tape 1 of 2	07-May-91
	City Council Meeting Cassette Tape 2 of 2	07-May-91
	City Council Meeting Cassette Tape 1 of 1	21-May-91
	City Council/CRA Budget Cassette Tape 1 of 1	09-Jun-97
	Adj. Int. Council/CRA Budget Meeting Cassette Tape 1 of 1	10-Jun-97
	Adj. Int. Council/ CRA Budget Cassette Tape 1 of 1	11-Jun-97
	City Council Meeting Cassette Tape 1 of 1	17-Jun-97
	City Council Meeting Cassette Tape 1 of 1	01-Jul-97
	City Council Meeting Cassette Tape 1 of 2	15-Jul-97
	City Council Meeting Cassette Tape 2 of 2	15-Jul-97
	City Council Meeting Cassette Tape 1 of 1	05-Aug-97
	City Council Meeting Cassette Tape 1 of 1	19-Aug-97
	City Council Meeting Cassette Tape 1 of 1	05-Jul-95
	Council Meeting Waste Reduction/Recycling Cassette Tape 1 of 1	13-Jul-95
	City Council Meeting Cassette Tape 1 of 1	18-Jul-95
	City Council Meeting Cassette Tape 1 of 1	15-Apr-97
	City Council Meeting Cassette Tape 1 of 1	18-Nov-97

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 8 OF 9

<u>FILE NO.</u>	<u>DESCRIPTION</u>	<u>DATE</u>
	City Council Meeting Cassette Tape 1	19-Feb-91
	City Council Meeting Cassette Tape 1	05-Mar-91
	City Council Meeting Cassette Tape 1 of 1	02-Jun-91
	City Council Meeting Cassette Tape 1 of 1	04-Jun-91
	Adj. City Council Meeting Cassette Tape 1 of 1	10-Jun-91
	City Council Meeting Cassette Tape 1 of 1	16-Jun-91
	City Council Meeting Cassette Tape 1 of 1	18-Jun-91
	Adj. City Council Meeting Cassette Tape 1 of 2	21-Jun-91
	Adj. City Council Meeting Cassette Tape 2 of 2	21-Jun-91
	Adj Regular Meeting Cassette Tape 1 of 1	08-Aug-91
	City Council Meeting Cassette Tape 1 of 1	20-Aug-91
	City Council Meeting Cassette Tape 1 of 1	03-Sep-91
	City Council Meeting Cassette Tape 1 of 1	17-Sep-91
	City Council Meeting Cassette Tape 1 of 1	01-Oct-91
	Adj City Council Meeting Cassette Tape 1 of 1	08-Oct-91
	Adj. City Council Meeting Cassette Tape 1 of 1	21-Oct-91
	Adj Mtg w/ Supr. Antonovich Cassette Tape 1 of 1	28-Oct-91
	City Council Meeting Cassette Tape 1 of 1	05-Nov-91
	City Council Meeting Cassette Tape 1 of 1	19-Nov-91
	City Council Meeting Cassette Tape 1 of 1	03-Dec-91
	City Council Meeting Cassette Tape 1 of 1	17-Dec-91
	City Council Meeting Cassette Tape 1 of 1	04-Jan-94
	City Council Meeting Cassette Tape 1 of 2	18-Jan-94
	City Council Meeting Cassette Tape 2 of 2	18-Jan-94
	City Council/CRA Meeting Cassette Tape 1 of 1	24-Jan-94
	Adj Reg City Council Meeting Cassette Tape 1 of 1	04-May-98
	City Council Meeting Cassette Tape 1 of 1	19-Jan-99
	City Council Meeting Cassette Tape 1 of 1	18-May-99
	City Council Meeting Cassette Tape 1 of 2	01-Jun-99
	City Council Meeting Cassette Tape 2 of 2	01-Jun-99
	City Council Meeting Cassette Tape 1 of 1	05-Dec-00
	City Council Meeting Cassette Tape 1 of 1	26-Jan-02
	Mtg Public Comments Cassette Tape 1 of 1	29-Jan-04
	No Name Cassette Tape 1 of 1	No Date
	Adj. Council/CRA Budget #3 Cassette Tape 1 of 1	15-Jun-95
	City Council Meeting Cassette Tape 1 of 1	20-Jun-95

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 8 OF 9

FILE NO.	DESCRIPTION	DATE
	City Council/CRA Meeting Wal-Mart study Cassette Tape 2	24-Jan-94
	City Council Meeting Cassette Tape 1 of 1	01-Feb-94
	City Council Meeting Cassette Tape 1 of 1	15-Feb-94
	City Council Meeting Cassette Tape 1 of 2	01-Mar-94
	City Council Meeting Cassette Tape 2 of 2	01-Mar-94
	City Council Meeting Cassette Tape 1 of 1	15-Mar-94
	Joint Meeting with LA City Cassette Tape 1 of 1	23-Mar-94
	City Council Meeting Cassette Tape 1 of 1	04-Apr-94
	City Council Meeting Cassette Tape 2	19-Apr-94
	City Council Meeting Cassette Tape 1 of 1	07-Feb-95
	City Council Meeting Cassette Tape 1 of 1	21-Feb-95
	City Council Meeting Cassette Tape 1 of 1	07-Mar-95
	City Council Meeting Cassette Tape 1 of 1	21-Mar-95
	City Council Meeting Cassette Tape 1 of 1	18-Apr-95
	Town Hall Meeting Cassette Tape 1 of 2	29-Apr-95
	Town Hall Meeting Joslyn Center Cassette Tape 2 of 2	29-Apr-95
	City Council Meeting Cassette Tape 1 of 1	02-May-95
	City Council Meeting Cassette Tape 1 of 1	16-May-95
	City Council Meeting Cassette Tape 1 of 1	16-Sep-97
	Adj. City Council/CRA/Plann. Comm. Cassette Tape 1 of 1	30-Sep-97
	City Council Meeting Cassette Tape 1 of 1	07-Oct-97
	City Council Meeting Cassette Tape 1 of 1	04-Nov-97
	City Council Meeting w/ Assemblyman Cassette Tape 1 of 1	10-Nov-97
	City Council Meeting Cassette Tape 1 of 1	18-Nov-97
	Adj Council/CRA Meeting Cassette Tape 1 of 1	25-May-95
	Adj Jt CC/CRA Meeting Budget Study Cassette Tape 1 of 1	30-May-95
	City Council Meeting Cassette Tape 1 of 2	06-Jun-95
	City Council Meeting Cassette Tape 2 of 2	06-Jun-95
	Adj Jnt Council/ CRA Budget Study Meeting Cassette Tape 1 of 1	08-Jun-95

LIST OF DOCUMENTS FOR DESTRUCTION

BOX 9 OF 9

FILE NO.	DESCRIPTION	DATE
	Regular Meeting Magnetic Tape Reel	20-Oct-86
	Regular Meeting Magnetic Tape Reel	05-Jan-87
	Regular Meeting Magnetic Tape Reel	19-Sep-88
	Adj Meeting Magnetic Tape Reel	08-Nov-88
	Regular Meeting Magnetic Tape Reel	21-Nov-88
	Council Meeting Magnetic Tape Reel	05-Dec-88
	Adjourned Meeting Magnetic Tape Reel	07-Dec-88
	Regular Meeting Magnetic Tape Reel	18-Sep-89
	Adj Jnt Mtg Council/CRA Magnetic Tape Reel	25-Oct-89
	Regular Meeting Magnetic Tape Reel	04-Dec-89
	Adjourned Meeting Magnetic Tape Reel	13-Dec-89
	Regular Meeting Magnetic Tape Reel	05-Feb-90
	Regular Meeting Magnetic Tape Reel	19-Mar-90
	Regular Meeting Magnetic Tape Reel	02-Apr-90
	Regular Meeting Magnetic Tape Reel	07-May-90
	Adj Meeting Magnetic Tape Reel	24-May-90
	Regular Meeting Magnetic Tape Reel	04-Jun-90
	Adj Meeting Magnetic Tape Reel	11-Jun-90
	Adj/Reg Meeting Magnetic Tape Reel	18-Jun-90
	Regular Meeting Magnetic Tape Reel	16-Jul-90
	Regular Meeting Magnetic Tape Reel	17-Sep-90
	City Council Meeting Magnetic Tape Reel	01-Oct-90
	Regular Meeting Magnetic Tape Reel	05-Nov-90
	Regular Meeting Magnetic Tape Reel	03-Dec-90
	Regular Meeting Magnetic Tape Reel	07-Jan-91
	Regular Meeting Magnetic Tape Reel	21-Jan-91
	Regular Meeting Magnetic Tape Reel	05-Feb-91
	Blank Magnetic Tape Reel	No Date

RESOLUTION NO. 11-7032

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF COVINA, CALIFORNIA, REGARDING THE
DESTRUCTION OF OBSOLETE RECORDS**

WHEREAS, there has been submitted a request for authority to destroy certain obsolete records, of which the list is attached to this resolution as Exhibit "A"; and

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

WHEREAS, Section 54953.5 of the Government Code of the State of California provides that audio or video records of open and public meetings may be erased or destroyed 30 days after the recording; and

WHEREAS, the City Attorney has given written consent to the destruction of the records herein set forth.

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

SECTION 1. The City Council does hereby give its approval for the destruction of certain records described as "City of Covina – List of Documents for Destruction" attached hereto as Exhibit "A".

SECTION 2. The City Clerk shall certify to the passage and adoption of this resolution and the same shall thereupon take effect and be in force.

APPROVED AND ADOPTED this 20th day of December, 2011.

John C. King, Mayor

ATTEST:

Kay Manning, City Clerk

APPROVED AS TO FORM:

City Attorney

CERTIFICATION

I, Catherine M. LaCroix, Deputy City Clerk of the City of Covina, California, do hereby certify that the forgoing Resolution No. 11-7032 was introduced and adopted by the Covina City Council at a regular meeting thereof held on the 20th day of December, 2011, by the following vote of the City 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 20th day of December, 2011.

Catherine M. LaCroix, Deputy City Clerk

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: CC 6

STAFF SOURCE: Anthony Arroyo, Human Resources Director *AA*
Guadalupe Marquez, Human Resources Analyst *GM*

ITEM TITLE: Approve and Adopt a Consolidated Salary Resolution for Part-time and Full-Time Classifications

STAFF RECOMMENDATION

Approve the attached salary resolution consolidating/updating the salary ranges for part-time and full-time classifications.

FISCAL IMPACT

None.

BACKGROUND

For the purposes of transparency, the Human Resources department will provide on an annual basis a consolidated salary table and resolution to City Council for approval. Upon approval, the salary tables shall be updated on the city website for public view. Although changes may occur mid-year through the negotiation process or departmental needs, the Council will be kept updated on these changes as they occur.

RELEVANCE TO THE STRATEGIC PLAN

None.

EXHIBITS

- A. Resolution 11-7033
- B. Salary Tables

REVIEW TEAM ONLY	
City Attorney: <u>1-777</u>	Finance Director: <u><i>[Signature]</i></u>
City Manager: <u><i>[Signature]</i></u>	Other: _____

RESOLUTION NO. 11-7033

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA,
CALIFORNIA, ADOPTING THE SALARY SCHEDULE FOR FISCAL
YEAR 2011/2012 FOR PART-TIME AND FULL-TIME
CLASSIFICATIONS.**

WHEREAS, the Human Resources Department is desirous of having the City Council approve salary schedules for full-time and part-time employees; and

WHEREAS, in an effort to provide the public with a consolidated salary table for the purposes of transparency; and

WHEREAS, the Human Resources Department will provide a consolidated salary table on an annual basis;

NOW THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Covina, the consolidated full-time and part-time salary schedule of employee positions of the City of Covina is hereby adopted and set forth in Exhibit "A" of this resolution.

PASSED, APPROVED AND ADOPTED this 20th day of December, 2011.

John C. King, Mayor

ATTEST:

Catherine M. LaCroix, Deputy City Clerk

APPROVED AS TO FORM;

City Attorney

EXHIBIT A

CERTIFICATION

I, Catherine M. LaCroix, Deputy City Clerk of the City of Covina, hereby CERTIFY that Resolution No. 11- 7033 was adopted by the Covina City Council at a regular meeting of the City Council held this 20th day of December, 2011, and was approved and passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Catherine M. LaCroix
Deputy City Clerk

**CITY OF COVINA
AFSCME SALARY SCHEDULE**

1010 ACCOUNT CLERK I		A	B	C	D	E	F
9010	HOURLY	14.86558	15.61067	16.39212	17.20990	18.07010	18.52185
	MONTHLY	2,576.70	2,705.85	2,841.30	2,983.05	3,132.15	3,210.45
	ANNUAL	30,920.40	32,470.20	34,095.60	35,796.60	37,585.80	38,525.45
1020 ACCOUNT CLERK II		A	B	C	D	E	F
9020	HOURLY	17.44010	18.31240	19.22712	20.18423	21.19587	21.72577
	MONTHLY	3,022.95	3,174.15	3,332.70	3,498.60	3,673.95	3,765.80
	ANNUAL	36,275.40	38,089.80	39,992.40	41,983.20	44,087.40	45,189.59
3030 ASSISTANT CIVIL ENGINEER		A	B	C	D	E	F
	HOURLY	30.61861	32.1512	33.7571	35.44295	37.21543	38.14582
	MONTHLY	5,307.23	5,572.88	5,851.23	6,143.45	6,450.68	6,611.94
	ANNUAL	63,686.70	66,874.50	70,214.76	73,721.34	77,408.10	79,343.30
3040 ASSISTANT PLANNER		A	B	C	D	E	F
	HOURLY	24.69115	25.92692	27.22327	28.58625	30.01587	30.76627
	MONTHLY	4,279.80	4,494.00	4,718.70	4,954.95	5,202.75	5,332.82
	ANNUAL	51,357.60	53,928.00	56,624.40	59,459.40	62,433.00	63,993.83
3100 ASSOCIATE CIVIL ENGINEER		A	B	C	D	E	F
	HOURLY	32.31173	33.92308	35.61923	37.40019	39.27202	40.25382
	MONTHLY	5,600.70	5,880.00	6,174.00	6,482.70	6,807.15	6,977.33
	ANNUAL	67,208.40	70,560.00	74,088.00	77,792.40	81,685.80	83,727.95
3050 ASSOCIATE PLANNER		A	B	C	D	E	F
	HOURLY	27.27779	28.64077	30.07644	31.57875	33.15981	33.98881
	MONTHLY	4,728.15	4,964.40	5,213.25	5,473.65	5,747.70	5,891.39
	ANNUAL	56,737.80	59,572.80	62,559.00	65,683.80	68,972.40	70,696.71
3053 BUILDING/CODE ENFORCEMENT COORDINATOR		A	B	C	D	E	F
	HOURLY	25.00385	26.25404	27.56135	28.94481	30.39173	31.15152
	MONTHLY	4,334.00	4,550.70	4,777.30	5,017.10	5,267.90	5,399.60
	ANNUAL	52,008.00	54,608.40	57,327.60	60,205.20	63,214.80	64,795.17

**CITY OF COVINA
AFSCME SALARY SCHEDULE**

2010 BUILDING MAINTENANCE WORKER	A	B	C	D	E	F
9065						
HOURLY	18.04788	18.94713	19.89669	20.89027	21.93415	22.4825
MONTHLY	3,128.30	3,284.17	3,448.76	3,620.98	3,801.92	3,896.97
ANNUAL	37,539.60	39,410.04	41,385.12	43,451.76	45,623.04	46,763.62
3081 CONSTRUCTION INSPECTOR I	A	B	C	D	E	F
HOURLY	20.75971	21.79558	22.88596	24.03087	25.23029	25.86105
MONTHLY	3,598.35	3,777.90	3,966.90	4,165.35	4,373.25	4,482.58
ANNUAL	43,180.20	45,334.80	47,602.80	49,984.20	52,479.00	53,790.98
3080 CONSTRUCTION INSPECTOR II	A	B	C	D	E	F
HOURLY	25.95721	27.25356	28.61654	30.04615	31.54846	32.33717
MONTHLY	4,499.25	4,723.95	4,960.20	5,208.00	5,468.40	5,605.11
ANNUAL	53,991.00	56,687.40	59,522.40	62,496.00	65,620.80	67,261.32
3055 DEPUTY BUILDING OFFICIAL	A	B	C	D	E	F
HOURLY	25.25389	26.51658	27.83696	29.23426	30.69565	31.46304
MONTHLY	4,377.34	4,596.21	4,825.07	5,067.27	5,320.58	5,453.59
ANNUAL	52,528.08	55,154.48	57,900.88	60,807.25	63,846.95	65,443.12
3120 ENGINEERING TECHNICIAN	A	B	C	D	E	F
HOURLY	19.6451	20.62644	21.65625	22.74058	23.87942	24.47641
MONTHLY	3,405.15	3,575.25	3,753.75	3,941.70	4,139.10	4,242.58
ANNUAL	40,861.80	42,903.00	45,045.00	47,300.40	49,669.20	50,910.93
2020 EQUIPMENT FOREMAN	A	B	C	D	E	F
HOURLY	24.85648	26.09996	27.40751	28.77917	30.21493	30.9703
MONTHLY	4,308.46	4,523.99	4,750.64	4,988.39	5,237.25	5,368.19
ANNUAL	51,701.50	54,287.90	57,007.63	59,860.68	62,847.05	64,418.22
2030 EQUIPMENT MECHANIC	A	B	C	D	E	F
9400						
HOURLY	20.03885	21.03837	22.0924	23.1949	24.35798	24.96693
MONTHLY	3,473.40	3,646.65	3,829.35	4,020.45	4,222.05	4,327.60
ANNUAL	41,680.80	43,759.80	45,952.20	48,245.40	50,664.60	51,931.22

**CITY OF COVINA
AFSCME SALARY SCHEDULE**

2040 EQUIPMENT OPERATOR	A	B	C	D	E	F
HOURLY	19.44519	20.42048	21.43817	22.51038	23.63712	24.22805
MONTHLY	3,370.50	3,539.55	3,715.95	3,901.80	4,097.10	4,199.53
ANNUAL	40,446.00	42,474.60	44,591.40	46,821.60	49,165.20	50,394.33
3209 GENERAL BUILDING INSPECTOR I	A	B	C	D	E	F
HOURLY	18.87577	19.82077	20.81423	21.8501	22.94654	23.5202
MONTHLY	3,271.80	3,435.60	3,607.80	3,787.35	3,977.40	4,076.84
ANNUAL	39,261.60	41,227.20	43,293.60	45,448.20	47,728.80	48,922.02
3208 GENERAL BUILDING INSPECTOR II	A	B	C	D	E	F
HOURLY	24.47913	25.70279	26.98702	28.33788	29.75538	30.49926
MONTHLY	4,243.05	4,455.15	4,677.75	4,911.90	5,157.60	5,286.54
ANNUAL	50,916.60	53,461.80	56,133.00	58,942.80	61,891.20	63,438.48
2070 GENERAL MAINTENANCE WORKER 9161	A	B	C	D	E	F
HOURLY	15.73183	16.51327	17.34317	18.20942	19.11808	19.59603
MONTHLY	2,726.85	2,862.30	3,006.15	3,156.30	3,313.80	3,396.65
ANNUAL	32,722.20	34,347.60	36,073.80	37,875.60	39,765.60	40,759.74
3140 LIBRARY ASSISTANT 9171	A	B	C	D	E	F
HOURLY	17.24019	18.10038	19.00904	19.95404	20.95356	21.4774
MONTHLY	2,988.30	3,137.40	3,294.90	3,458.70	3,631.95	3,722.75
ANNUAL	35,859.60	37,648.80	39,538.80	41,504.40	43,583.40	44,672.99
3070 NEIGHBORHOOD PRESERVATION 9071 OFFICER	A	B	C	D	E	F
HOURLY	21.69865	22.78298	23.92183	25.11519	26.37519	27.03457
MONTHLY	3,761.10	3,949.05	4,146.45	4,353.30	4,571.70	4,685.99
ANNUAL	45,133.20	47,388.60	49,757.40	52,239.60	54,860.40	56,231.91
1030 OFFICE ASSISTANT I 9070	A	B	C	D	E	F
HOURLY	13.19365	13.85394	14.54452	15.27144	16.03471	16.43558
MONTHLY	2,286.90	2,401.35	2,521.05	2,647.05	2,779.35	2,848.83
ANNUAL	27,442.80	28,816.20	30,252.60	31,764.60	33,352.20	34,186.01

**CITY OF COVINA
AFSCME SALARY SCHEDULE**

1040 OFFICE ASSISTANT II		A	B	C	D	E	F
9075	HOURLY	15.75762	16.54269	17.37138	18.24369	19.15338	19.63221
	MONTHLY	2,731.32	2,867.40	3,011.04	3,162.24	3,319.92	3,402.92
	ANNUAL	32,775.84	34,408.80	36,132.48	37,946.88	39,839.04	40,835.02
2080 PARK FOREMAN		A	B	C	D	E	F
	HOURLY	27.37179	28.74141	30.17329	31.68819	33.27225	34.10406
	MONTHLY	4,744.44	4,981.85	5,230.04	5,492.62	5,767.19	5,911.37
	ANNUAL	56,933.32	59,782.14	62,760.46	65,911.43	69,206.28	70,936.44
2090 PARK WORKER		A	B	C	D	E	F
9231	HOURLY	17.42273	18.29112	19.20842	20.16854	21.17146	21.70075
	MONTHLY	3,019.94	3,170.46	3,329.46	3,495.88	3,669.72	3,761.46
	ANNUAL	36,239.28	38,045.52	39,953.52	41,950.56	44,036.64	45,137.56
2110 PARK WORKER - IRRIGATION SPECIALIST		A	B	C	D	E	F
	HOURLY	19.19712	20.15538	21.16442	22.21788	23.32846	23.91167
	MONTHLY	3,327.50	3,493.60	3,668.50	3,851.10	4,043.60	4,144.69
	ANNUAL	39,930.00	41,923.20	44,022.00	46,213.20	48,523.20	49,736.28
3142 PERMIT TECHNICIAN		A	B	C	D	E	F
	HOURLY	20.817	21.85754	22.94792	24.09438	25.30315	25.93573
	MONTHLY	3,608.28	3,788.64	3,977.64	4,176.36	4,385.88	4,495.53
	ANNUAL	43,299.36	45,463.68	47,731.68	50,116.32	52,630.56	53,946.32
3160 PLAN CHECKER		A	B	C	D	E	F
	HOURLY	26.47817	27.79875	29.19202	30.64587	32.17846	32.98292
	MONTHLY	4,589.55	4,818.45	5,059.95	5,311.95	5,577.60	5,717.04
	ANNUAL	55,074.60	57,821.40	60,719.40	63,743.40	66,931.20	68,604.48
1050 PLANNING SECRETARY		A	B	C	D	E	F
	HOURLY	19.6451	20.62644	21.65625	22.74058	23.87942	24.47641
	MONTHLY	3,405.15	3,575.25	3,753.75	3,941.70	4,139.10	4,242.58
	ANNUAL	40,861.80	42,903.00	45,045.00	47,300.40	49,669.20	50,910.93

**CITY OF COVINA
AFSCME SALARY SCHEDULE**

3170 PLANNING TECHNICIAN	A	B	C	D	E	F
HOURLY	20.23875	21.25038	22.31048	23.4251	24.60029	25.2153
MONTHLY	3,508.05	3,683.40	3,867.15	4,060.35	4,264.05	4,370.65
ANNUAL	42,096.60	44,200.80	46,405.80	48,724.20	51,168.60	52,447.82
1060 POLICE RECORDS CLERK	A	B	C	D	E	F
HOURLY	15.78029	16.56779	17.39769	18.27	19.17865	19.65812
MONTHLY	2,735.25	2,871.75	3,015.60	3,166.80	3,324.30	3,407.41
ANNUAL	32,823.00	34,461.00	36,187.20	38,001.60	39,891.60	40,888.89
3190 PRINTING/CENTRAL SERVICES SPECIALIST	A	B	C	D	E	F
HOURLY	16.2649	17.07663	17.93077	18.82731	19.76625	20.26041
MONTHLY	2,819.25	2,959.95	3,108.00	3,263.40	3,426.15	3,511.80
ANNUAL	33,831.00	35,519.40	37,296.00	39,160.80	41,113.80	42,141.65
3200 RECREATION COORDINATOR 9321	A	B	C	D	E	F
HOURLY	18.126	19.03719	19.98508	20.988	22.03373	22.58457
MONTHLY	3,141.84	3,299.78	3,464.08	3,637.92	3,819.18	3,914.66
ANNUAL	37,702.08	39,597.36	41,568.96	43,655.04	45,830.16	46,975.91
3210 SENIOR BUILDING INSPECTOR	A	B	C	D	E	F
HOURLY	25.95721	27.25356	28.61654	30.04615	31.54846	32.33717
MONTHLY	4,499.25	4,723.95	4,960.20	5,208.00	5,468.40	5,605.11
ANNUAL	53,991.00	56,687.40	59,522.40	62,496.00	65,620.80	67,261.32
2130 SENIOR EQUIPMENT MECHANIC	A	B	C	D	E	F
HOURLY	23.18885	24.35019	25.56865	26.84423	28.18962	28.89436
MONTHLY	4,019.40	4,220.70	4,431.90	4,653.00	4,886.20	5,008.36
ANNUAL	48,232.80	50,648.40	53,182.80	55,836.00	58,634.40	60,100.26

**CITY OF COVINA
AFSCME SALARY SCHEDULE**

3230 SENIOR LIBRARIAN 9335		A	B	C	D	E	F
	HOURLY	27.37204	28.7369	30.17647	31.68393	33.27288	34.1047
	MONTHLY	4,744.49	4,981.06	5,230.59	5,491.88	5,767.30	5,911.48
	ANNUAL	56,933.84	59,772.77	62,767.06	65,902.58	69,207.60	70,937.79
2160 STREET CREW LEADER		A	B	C	D	E	F
	HOURLY	21.14411	22.19961	23.30993	24.47509	25.70193	26.34447
	MONTHLY	3,664.98	3,847.93	4,040.39	4,242.35	4,455.00	4,566.38
	ANNUAL	43,979.76	46,175.18	48,484.66	50,908.18	53,460.00	54,796.50
2175 STREET MAINTENANCE FOREMAN		A	B	C	D	E	F
	HOURLY	25.86508	27.15932	28.51238	29.94388	31.44075	32.22677
	MONTHLY	4,483.28	4,707.62	4,942.15	5,190.27	5,449.73	5,585.97
	ANNUAL	53,799.37	56,491.38	59,305.75	62,283.28	65,396.76	67,031.68
2180 STREET WORKER		A	B	C	D	E	F
	HOURLY	17.40254	18.27485	19.18454	20.14408	21.15346	21.6823
	MONTHLY	3,016.44	3,167.64	3,325.32	3,491.64	3,666.60	3,758.27
	ANNUAL	36,197.28	38,011.68	39,903.84	41,899.68	43,999.20	45,099.18
2200 WATER QUALITY TECHNICIAN		A	B	C	D	E	F
	HOURLY	18.68798	19.62087	20.60221	21.63202	22.71635	23.28426
	MONTHLY	3,239.25	3,400.95	3,571.05	3,749.55	3,937.50	4,035.94
	ANNUAL	38,871.00	40,811.40	42,852.60	44,994.60	47,250.00	48,431.25
2210 WATER CREW LEADER		A	B	C	D	E	F
	HOURLY	21.37613	22.44222	23.56263	24.74416	25.98001	26.62951
	MONTHLY	3,705.20	3,889.99	4,084.19	4,288.99	4,503.20	4,615.78
	ANNUAL	44,462.35	46,679.82	49,010.28	51,467.86	54,038.42	55,389.38

**CITY OF COVINA
AFSCME SALARY SCHEDULE**

2220 WATER FOREMAN

	A	B	C	D	E	F
HOURLY	25.86508	27.15932	28.51238	29.94388	31.44075	32.22677
MONTHLY	4,483.28	4,707.62	4,942.15	5,190.27	5,449.73	5,585.97
ANNUAL	53,799.37	56,491.38	59,305.75	62,283.28	65,396.76	67,031.68

**2230 WATER PUMP OPERATOR
9350**

	A	B	C	D	E	F
HOURLY	20.57486	21.60681	22.68363	23.81813	25.01032	25.63557
MONTHLY	3,566.31	3,745.18	3,931.83	4,128.48	4,335.12	4,443.50
ANNUAL	42,795.72	44,942.17	47,181.95	49,541.71	52,021.46	53,322.00

2250 WATER WORKER

	A	B	C	D	E	F
HOURLY	18.08019	18.98135	19.93327	20.92962	21.97038	22.51964
MONTHLY	3,133.90	3,290.10	3,455.10	3,627.80	3,808.20	3,903.41
ANNUAL	37,606.80	39,481.20	41,461.20	43,533.60	45,698.40	46,840.86

**CITY OF COVINA
EXECUTIVE SALARY SCHEDULE**

8010 ASSISTANT CITY MANAGER		A	B	C	D	E	F	G	H
	HOURLY	62.09585	65.11777	68.28923	71.61646	75.11192	76.98972	78.91446	80.88733
	MONTHLY	10,763.28	11,287.08	11,836.80	12,413.52	13,019.40	13,344.89	13,678.51	14,020.47
	ANNUAL	129,159.36	135,444.96	142,041.60	148,962.24	156,232.80	160,138.62	164,142.09	168,245.64
8023 ASSISTANT COMMUNITY DEVELOPMENT DIRECTOR		A	B	C	D	E	F	G	H
	HOURLY	38.38154	40.30183	42.31298	44.42712	46.65029	47.81655	49.01196	50.23726
	MONTHLY	6,652.80	6,985.65	7,334.25	7,700.70	8,086.05	8,288.20	8,495.41	8,707.79
	ANNUAL	79,833.60	83,827.80	88,011.00	92,408.40	97,032.60	99,458.42	101,944.88	104,493.50
8125 ASSISTANT DIRECTOR PUBLIC WORKS		A	B	C	D	E	F	G	H
	HOURLY	38.38154	40.30183	42.31298	44.42712	46.65029	47.81655	49.01196	50.23726
	MONTHLY	6,652.80	6,985.65	7,334.25	7,700.70	8,086.05	8,288.20	8,495.41	8,707.79
	ANNUAL	79,833.60	83,827.80	88,011.00	92,408.40	97,032.60	99,458.42	101,944.88	104,493.50
8020 ASSISTANT TO THE CITY MANAGER		A	B	C	D	E	F	G	H
	HOURLY	38.38154	40.30183	42.31298	44.42712	46.65029	47.81655	49.01196	50.23726
	MONTHLY	6,652.80	6,985.65	7,334.25	7,700.70	8,086.05	8,288.20	8,495.41	8,707.79
	ANNUAL	79,833.60	83,827.80	88,011.00	92,408.40	97,032.60	99,458.42	101,944.88	104,493.50
8025 CHIEF DEPUTY CITY CLERK		A	B	C	D	E	F	G	H
	HOURLY	39.42952	41.40433	43.47606	45.64471	47.92846	49.12667	50.35484	51.61371
	MONTHLY	6,834.45	7,176.75	7,535.85	7,911.75	8,307.60	8,515.29	8,728.17	8,946.38
	ANNUAL	82,013.40	86,121.00	90,430.20	94,941.00	99,691.20	102,183.48	104,738.07	107,356.52
8100 CHIEF OF POLICE		A	B	C	D	E	F	G	H
	HOURLY	68.41296	70.52754	75.42528	79.19598	83.15640	85.23531	87.36619	89.55034
	MONTHLY	11,858.25	12,224.77	13,073.72	13,727.30	14,413.78	14,774.12	15,143.47	15,522.06
	ANNUAL	142,298.96	146,697.28	156,884.58	164,727.64	172,965.32	177,289.45	181,721.67	186,264.72
8040 DIRECTOR COMMUNITY DEVELOPMENT/ DEPUTY DIRECTOR CRA		A	B	C	D	E	F	G	H
	HOURLY	51.34154	53.82138	56.42585	59.16115	62.03354	63.58438	65.17399	66.80334
	MONTHLY	8,899.20	9,329.04	9,780.48	10,254.60	10,752.48	11,021.29	11,296.82	11,579.24
	ANNUAL	106,790.40	111,948.48	117,365.76	123,055.20	129,029.76	132,255.50	135,561.89	138,950.94

**CITY OF COVINA
EXECUTIVE SALARY SCHEDULE**

8060 DIRECTOR FINANCE		A	B	C	D	E	F	G	H
HOURLY	52.83692	55.39154	58.07700	60.89331	63.85292	65.44925	67.08548	68.76261	
MONTHLY	9,158.40	9,601.20	10,066.68	10,554.84	11,067.84	11,344.54	11,628.15	11,918.85	
ANNUAL	109,900.80	115,214.40	120,800.16	126,658.08	132,814.08	136,134.43	139,537.79	143,026.24	
8065 DIRECTOR HUMAN RESOURCES *		A	B	C	D	E	F	G	H
HOURLY	45.21162	47.39071	49.67475	52.07608	54.59469	55.95956	57.35855	58.79251	
MONTHLY	7,836.68	8,214.39	8,610.29	9,026.52	9,463.08	9,699.66	9,942.15	10,190.70	
ANNUAL	94,040.16	98,572.68	103,323.48	108,318.24	113,556.96	116,395.88	119,305.78	122,288.43	
8080 DIRECTOR LIBRARY SERVICES		A	B	C	D	E	F	G	H
HOURLY	45.63415	47.83362	50.13900	52.56277	55.10492	56.48255	57.89461	59.34198	
MONTHLY	7,909.92	8,291.16	8,690.76	9,110.88	9,551.52	9,790.31	10,035.07	10,285.94	
ANNUAL	94,919.04	99,493.92	104,289.12	109,330.56	114,618.24	117,483.70	120,420.79	123,431.31	
8090 DIRECTOR PARKS & RECREATION		A	B	C	D	E	F	G	H
HOURLY	51.34154	53.82138	56.42585	59.16115	62.03354	63.58438	65.17399	66.80334	
MONTHLY	8,899.20	9,329.04	9,780.48	10,254.60	10,752.48	11,021.29	11,296.82	11,579.24	
ANNUAL	106,790.40	111,948.48	117,365.76	123,055.20	129,029.76	132,255.50	135,561.89	138,950.94	
8110 DIRECTOR PUBLIC WORKS		A	B	C	D	E	F	G	H
HOURLY	52.36962	54.98654	57.73431	60.62538	63.65354	65.24488	66.87600	68.54790	
MONTHLY	9,077.40	9,531.00	10,007.28	10,508.40	11,033.28	11,309.11	11,591.84	11,881.64	
ANNUAL	108,928.80	114,372.00	120,087.36	126,100.80	132,399.36	135,709.34	139,102.08	142,579.63	
8070 FINANCE MANAGER		A	B	C	D	E	F	G	H
HOURLY	37.26087	39.12058	41.07721	43.13077	45.28731	46.41949	47.57998	48.76948	
MONTHLY	6,458.55	6,780.90	7,120.05	7,476.00	7,849.80	8,046.05	8,247.20	8,453.38	
ANNUAL	77,502.60	81,370.80	85,440.60	89,712.00	94,197.60	96,552.54	98,966.35	101,440.51	
8120 PUBLIC WORKS MANAGER		A	B	C	D	E	F	G	H
HOURLY	38.38154	40.30183	42.31298	44.42712	46.65029	47.81655	49.01196	50.23726	
MONTHLY	6,652.80	6,985.65	7,334.25	7,700.70	8,086.05	8,288.20	8,495.41	8,707.79	
ANNUAL	79,833.60	83,827.80	88,011.00	92,408.40	97,032.60	99,458.42	101,944.88	104,493.50	

* Current HR Director is under contract with a monthly salary of \$11,697

CITY OF COVINA
PAC SALARY SCHEDULE

4010 COMMUNITY SERVICES OFFICER 9130	A	B	C	D	E	F	G	H
	18.12692	19.03846	19.99038	20.99423	22.03846	22.58942	23.15416	23.73301
	3,142.00	3,300.00	3,465.00	3,639.00	3,820.00	3,915.50	4,013.39	4,113.72
	37,704.00	39,600.00	41,580.00	43,668.00	45,840.00	46,986.00	48,160.65	49,364.67
4020 COMMUNITY SERVICES SPECIALIST 9131	A	B	C	D	E	F	G	H
	22.58654	23.71154	24.90000	26.14615	27.45000	28.13625	28.83966	29.56065
	3,915.00	4,110.00	4,316.00	4,532.00	4,758.00	4,876.95	4,998.87	5,123.85
	46,980.00	49,320.00	51,792.00	54,384.00	57,096.00	58,523.40	59,986.49	61,486.15
4030 COURT OFFICER	A	B	C	D	E	F	G	H
	22.58654	23.71154	24.90000	26.14615	27.45000	28.13625	28.83966	29.56065
	3,915.00	4,110.00	4,316.00	4,532.00	4,758.00	4,876.95	4,998.87	5,123.85
	46,980.00	49,320.00	51,792.00	54,384.00	57,096.00	58,523.40	59,986.49	61,486.15
4040 JAILER 9170	A	B	C	D	E	F	G	H
	18.48462	19.40769	20.37692	21.39808	22.45962	23.02111	23.59663	24.18655
	3,204.00	3,364.00	3,532.00	3,709.00	3,893.00	3,990.33	4,090.08	4,192.34
	38,448.00	40,368.00	42,384.00	44,508.00	46,716.00	47,883.90	49,081.00	50,308.02
4050 PARKING ENFORCEMENT OFFICER 9221	A	B	C	D	E	F	G	H
	17.95962	18.85385	19.80000	20.78654	21.83077	22.37654	22.93595	23.50935
	3,113.00	3,268.00	3,432.00	3,603.00	3,784.00	3,878.60	3,975.57	4,074.95
	37,356.00	39,216.00	41,184.00	43,236.00	45,408.00	46,543.20	47,706.78	48,899.45
4070 POLICE OFFICER 9280	A	B	C	D	E	F	G	H
	29.98269	31.47692	33.05192	34.70192	36.43846	37.34942	38.28316	39.24024
	5,197.00	5,456.00	5,729.00	6,015.00	6,316.00	6,473.90	6,635.75	6,801.64
	62,364.00	65,472.00	68,748.00	72,180.00	75,792.00	77,686.80	79,628.97	81,619.69
4080 POLICE OFFICER RECRUIT	A	B	C	D	E	F	G	H
	29.26154	30.72115	32.26154	33.87115	35.56154	36.45058	37.36184	38.29589
	5,072.00	5,325.00	5,592.00	5,871.00	6,164.00	6,318.10	6,476.05	6,637.95
	60,864.00	63,900.00	67,104.00	70,452.00	73,968.00	75,817.20	77,712.63	79,655.45

CITY OF COVINA
PAC SALARY SCHEDULE

4090 POLICE SERGEANT

A	B	C	D	E	F	G	H
37.67308	39.55962	41.53846	43.61538	45.79615	46.94106	48.11458	49.31745
6,530.00	6,857.00	7,200.00	7,560.00	7,938.00	8,136.45	8,339.86	8,548.36
78,360.00	82,284.00	86,400.00	90,720.00	95,256.00	97,637.40	100,078.34	102,580.29

4060 PUBLIC SAFETY DISPATCHER
9271

A	B	C	D	E	F	G	H
21.49038	22.56346	23.68846	24.87115	26.11731	26.77024	27.43950	28.12548
3,725.00	3,911.00	4,106.00	4,311.00	4,527.00	4,640.18	4,756.18	4,875.08
44,700.00	46,932.00	49,272.00	51,732.00	54,324.00	55,682.10	57,074.15	58,501.01

4100 PROPERTY EVIDENCE CLERK

A	B	C	D	E	F	G	H
18.50769	19.43654	20.40577	21.42692	22.50577	23.06841	23.64512	24.23625
3,208.00	3,369.00	3,537.00	3,714.00	3,901.00	3,998.53	4,098.49	4,200.95
38,496.00	40,428.00	42,444.00	44,568.00	46,812.00	47,982.30	49,181.86	50,411.40

**CITY OF COVINA
POLICE MANAGEMENT SALARY SCHEDULE**

5020 POLICE CAPTAIN

	A	B	C	D	E	F	G	H
HOURLY	61.56480	64.64304	67.87392	71.27016	74.83176	76.702554	78.6201179	80.5856208
MONTHLY	10,671.23	11,204.79	11,764.81	12,353.49	12,970.84	13,295.11	13,627.49	13,968.17
ANNUAL	128,054.78	134,457.52	141,177.75	148,241.93	155,650.06	159,541.31	163,529.85	167,618.09

5010 POLICE LIEUTENANT

	A	B	C	D	E	F	G	H
HOURLY	54.63876	57.37356	60.24192	63.25020	66.41112	68.07140	69.77318	71.51751
MONTHLY	9,470.72	9,944.75	10,441.93	10,963.37	11,511.26	11,799.04	12,094.02	12,396.37
ANNUAL	113,648.62	119,337.00	125,303.19	131,560.42	138,135.13	141,588.51	145,128.22	148,756.43

CITY OF COVINA
MID-MANAGEMENT, SUPERVISORY AND PROFESSIONAL, AND CONFIDENTIAL AND TECHNICAL EMPLOYEES
SALARY SCHEDULE

6010 ACCOUNTANT		A	B	C	D	E	F	G	H
	HOURLY	22.24385	23.35846	24.52760	25.75125	27.04154	27.71758	28.41052	29.12078
	MONTHLY	3,855.60	4,048.80	4,251.45	4,463.55	4,687.20	4,804.38	4,924.49	5,047.60
	ANNUAL	46,267.20	48,585.60	51,017.40	53,562.60	56,246.40	57,652.56	59,093.87	60,571.22
6020 ACCOUNTING SUPERVISOR		A	B	C	D	E	F	G	H
	HOURLY	31.51817	33.09317	34.74692	36.48548	38.30885	39.26657	40.24823	41.25444
	MONTHLY	5,463.15	5,736.15	6,022.80	6,324.15	6,640.20	6,806.21	6,976.36	7,150.77
	ANNUAL	65,557.80	68,833.80	72,273.60	75,889.80	79,682.40	81,674.46	83,716.32	85,809.23
7020 ADMINISTRATIVE TECHNICIAN 9043		A	B	C	D	E	F	G	H
	HOURLY	18.05192	18.95452	19.89952	20.89298	21.94096	22.48949	23.05172	23.62802
	MONTHLY	3,129.00	3,285.45	3,449.25	3,621.45	3,803.10	3,898.18	3,995.63	4,095.52
	ANNUAL	37,548.00	39,425.40	41,391.00	43,457.40	45,637.20	46,778.13	47,947.58	49,146.27
6040 ASSISTANT CITY LIBRARIAN		A	B	C	D	E	F	G	H
	HOURLY	27.09000	28.44087	29.86442	31.36067	32.92962	33.75286	34.59668	35.46159
	MONTHLY	4,695.60	4,929.75	5,176.50	5,435.85	5,707.80	5,850.50	5,996.76	6,146.68
	ANNUAL	56,347.20	59,157.00	62,118.00	65,230.20	68,493.60	70,205.94	71,961.09	73,760.12
6060 BUILDING OFFICIAL		A	B	C	D	E	F	G	H
	HOURLY	33.73338	35.42192	37.19146	39.04823	41.00469	42.02981	43.08055	44.15757
	MONTHLY	5,847.12	6,139.80	6,446.52	6,768.36	7,107.48	7,285.17	7,467.30	7,653.98
	ANNUAL	70,165.44	73,677.60	77,358.24	81,220.32	85,289.76	87,422.00	89,607.55	91,847.74
7022 BUSINESS LICENSE TECHNICIAN		A	B	C	D	E	F	G	H
	HOURLY	18.56769	19.49608	20.46808	21.48992	22.56785	23.13204	23.71034	24.30310
	MONTHLY	3,218.40	3,379.32	3,547.80	3,724.92	3,911.76	4,009.55	4,109.79	4,212.54
	ANNUAL	38,620.80	40,551.84	42,573.60	44,699.04	46,941.12	48,114.65	49,317.51	50,550.45
6070 CITY ENGINEER		A	B	C	D	E	F	G	H
	HOURLY	39.33260	41.29529	43.36096	45.52962	47.80731	49.00249	50.22755	51.48324
	MONTHLY	6,817.65	7,157.85	7,515.90	7,891.80	8,286.60	8,493.77	8,706.11	8,923.76
	ANNUAL	81,811.80	85,894.20	90,190.80	94,701.60	99,439.20	101,925.18	104,473.31	107,085.14
6080 CITY PLANNER		A	B	C	D	E	F	G	H
	HOURLY	34.76146	36.49985	38.31923	40.23831	42.25085	43.30712	44.38980	45.49954
	MONTHLY	6,025.32	6,326.64	6,642.00	6,974.64	7,323.48	7,506.57	7,694.23	7,886.59
	ANNUAL	72,303.84	75,919.68	79,704.00	83,695.68	87,881.76	90,078.80	92,330.77	94,639.04

**CITY OF COVINA
MID-MANAGEMENT, SUPERVISORY AND PROFESSIONAL, AND CONFIDENTIAL AND TECHNICAL EMPLOYEES
SALARY SCHEDULE**

6092 COMMUNITY RELATIONS SUPERVISOR	A	B	C	D	E	F	G	H
HOURLY	28.36758	29.77954	31.26994	32.83165	34.47895	35.34092	36.22444	37.13005
MONTHLY	4,917.05	5,161.78	5,420.12	5,690.82	5,976.35	6,125.76	6,278.90	6,435.88
ANNUAL	59,004.56	61,941.45	65,041.48	68,289.83	71,716.21	73,509.11	75,346.84	77,230.51
6100 COMMUNITY SERVICES SUPERVISOR	A	B	C	D	E	F	G	H
HOURLY	28.36758	29.77954	31.26994	32.83165	34.47895	35.34092	36.22444	37.13005
MONTHLY	4,917.05	5,161.78	5,420.12	5,690.82	5,976.35	6,125.76	6,278.90	6,435.88
ANNUAL	59,004.56	61,941.45	65,041.48	68,289.83	71,716.21	73,509.11	75,346.84	77,230.51
7040 DEPUTY CITY CLERK	A	B	C	D	E	F	G	H
HOURLY	22.08185	23.18469	24.34362	25.55862	26.83592	27.50682	28.19449	28.89935
MONTHLY	3,827.52	4,018.68	4,219.56	4,430.16	4,651.56	4,767.85	4,887.05	5,009.22
ANNUAL	45,930.24	48,224.16	50,634.72	53,161.92	55,818.72	57,214.19	58,644.54	60,110.66
6132 ENVIRONMENTAL SERVICES MANAGER	A	B	C	D	E	F	G	H
HOURLY	29.32200	30.78623	32.32523	33.94523	35.64000	36.53100	37.44428	38.38038
MONTHLY	5,082.48	5,336.28	5,603.04	5,883.84	6,177.60	6,332.04	6,490.34	6,652.60
ANNUAL	60,989.76	64,035.36	67,236.48	70,606.08	74,131.20	75,984.48	77,884.09	79,831.19
6140 EQUIPMENT MAINTENANCE SUPERVISOR	A	B	C	D	E	F	G	H
HOURLY	25.13337	26.39337	27.71394	29.09510	30.55500	31.31888	32.10185	32.90439
MONTHLY	4,356.45	4,574.85	4,803.75	5,043.15	5,296.20	5,428.61	5,564.32	5,703.43
ANNUAL	52,277.40	54,898.20	57,645.00	60,517.80	63,554.40	65,143.26	66,771.84	68,441.14
6272 EXECUTIVE ASSISTANT TO THE CHIEF OF POLICE	A	B	C	D	E	F	G	H
HOURLY	22.03183	23.13433	24.29135	25.50288	26.78106	27.45058	28.13685	28.84027
MONTHLY	3,818.85	4,009.95	4,210.50	4,420.50	4,642.05	4,758.10	4,877.05	4,998.98
ANNUAL	45,826.20	48,119.40	50,526.00	53,046.00	55,704.60	57,097.22	58,524.65	59,987.76
6270 EXECUTIVE ASSISTANT TO THE CITY MANAGER	A	B	C	D	E	F	G	H
HOURLY	22.03183	23.13433	24.29135	25.50288	26.78106	27.45058	28.13685	28.84027
MONTHLY	3,818.85	4,009.95	4,210.50	4,420.50	4,642.05	4,758.10	4,877.05	4,998.98
ANNUAL	45,826.20	48,119.40	50,526.00	53,046.00	55,704.60	57,097.22	58,524.65	59,987.76
7050 FINANCE TECHNICIAN	A	B	C	D	E	F	G	H
HOURLY	18.05192	18.95452	19.89952	20.89298	21.94096	22.48949	23.05172	23.62802
MONTHLY	3,129.00	3,285.45	3,449.25	3,621.45	3,803.10	3,898.18	3,995.63	4,095.52
ANNUAL	37,548.00	39,425.40	41,391.00	43,457.40	45,637.20	46,778.13	47,947.58	49,146.27

**CITY OF COVINA
MID-MANAGEMENT, SUPERVISORY AND PROFESSIONAL, AND CONFIDENTIAL AND TECHNICAL EMPLOYEES
SALARY SCHEDULE**

6315 HUMAN RESOURCES ANALYST		A	B	C	D	E	F	G	H
	HOURLY	24.50562	25.73308	27.01662	28.36869	29.78931	30.53404	31.29739	32.07983
	MONTHLY	4,247.64	4,460.40	4,682.88	4,917.24	5,163.48	5,292.57	5,424.88	5,560.50
	ANNUAL	50,971.68	53,524.80	56,194.56	59,006.88	61,961.76	63,510.80	65,098.57	66,726.04
8075 HUMAN RESOURCES MANAGER		A	B	C	D	E	F	G	H
	HOURLY	40.81021	42.84733	44.98938	47.24256	49.60067	50.84069	52.11171	53.41450
	MONTHLY	7,073.77	7,426.87	7,798.16	8,188.71	8,597.45	8,812.39	9,032.70	9,258.51
	ANNUAL	84,885.24	89,122.44	93,577.92	98,264.52	103,169.40	105,748.64	108,392.35	111,102.16
6185 INFORMATION TECHNOLOGY SERVICES MANAGER		A	B	C	D	E	F	G	H
	HOURLY	37.26087	39.12058	41.07721	43.13077	45.28731	46.41949	47.57998	48.76948
	MONTHLY	6,458.55	6,780.90	7,120.05	7,476.00	7,849.80	8,046.05	8,247.20	8,453.38
	ANNUAL	77,502.60	81,370.80	85,440.60	89,712.00	94,197.60	96,552.54	98,966.35	101,440.51
6125 INFORMATION TECHNOLOGY COORDINATOR		A	B	C	D	E	F	G	H
	HOURLY	24.74862	25.98854	27.28454	28.64908	30.08215	30.83421	31.60506	32.39519
	MONTHLY	4,289.00	4,524.68	4,729.32	4,965.84	5,214.24	5,344.60	5,478.21	5,615.17
	ANNUAL	51,477.12	54,056.16	56,751.84	59,590.08	62,570.88	64,135.15	65,738.53	67,381.99
6145 LIBRARY CIRCULATION SUPERVISOR		A	B	C	D	E	F	G	H
	HOURLY	22.00708	23.10992	24.26885	25.47762	26.75492	27.42380	28.10939	28.81213
	MONTHLY	3,814.56	4,005.72	4,206.60	4,416.12	4,637.52	4,753.46	4,872.29	4,994.10
	ANNUAL	45,774.72	48,068.64	50,479.20	52,993.44	55,650.24	57,041.50	58,467.53	59,929.22
6141 LITERACY PROGRAM COORDINATOR		A	B	C	D	E	F	G	H
	HOURLY	25.11623	26.36862	27.68954	29.07277	30.53077	31.29404	32.07639	32.87830
	MONTHLY	4,353.48	4,570.56	4,799.52	5,039.28	5,292.00	5,424.30	5,559.91	5,698.91
	ANNUAL	52,241.76	54,846.72	57,594.24	60,471.36	63,504.00	65,091.60	66,718.89	68,386.86
6150 MANAGEMENT ANALYST		A	B	C	D	E	F	G	H
	HOURLY	24.50562	25.73308	27.01662	28.36869	29.78931	30.53404	31.29739	32.07983
	MONTHLY	4,247.64	4,460.40	4,682.88	4,917.24	5,163.48	5,292.57	5,424.88	5,560.50
	ANNUAL	50,971.68	53,524.80	56,194.56	59,006.88	61,961.76	63,510.80	65,098.57	66,726.04

CITY OF COVINA
MID-MANAGEMENT, SUPERVISORY AND PROFESSIONAL, AND CONFIDENTIAL AND TECHNICAL EMPLOYEES
SALARY SCHEDULE

6160 MANAGEMENT ANALYST TRAINEE		A	B	C	D	E	F	G	H
	HOURLY	20.34779	21.36548	22.43163	23.55231	24.72750	25.34569	25.97933	26.62881
	MONTHLY	3,526.95	3,703.35	3,888.15	4,082.40	4,286.10	4,393.25	4,503.08	4,615.66
	ANNUAL	42,323.40	44,440.20	46,657.80	48,988.80	51,433.20	52,719.03	54,037.01	55,387.93
6170 MARKETING MANAGER		A	B	C	D	E	F	G	H
	HOURLY	29.98558	31.48788	33.06288	34.71663	36.44913	37.36036	38.29437	39.25173
	MONTHLY	5,197.50	5,457.90	5,730.90	6,017.55	6,317.85	6,475.80	6,637.69	6,803.63
	ANNUAL	62,370.00	65,494.80	68,770.80	72,210.60	75,814.20	77,709.56	79,652.29	81,643.60
6032 PARKS AND RECREATION MANAGER		A	B	C	D	E	F	G	H
	HOURLY	36.52997	38.35647	40.27430	42.28801	44.40241	45.51247	46.65028	47.81654
	MONTHLY	6,331.86	6,648.46	6,980.88	7,329.92	7,696.42	7,888.83	8,086.05	8,288.20
	ANNUAL	75,982.34	79,781.46	83,770.53	87,959.06	92,357.01	94,665.94	97,032.59	99,458.40
6190 PARK MAINTENANCE SUPERVISOR		A	B	C	D	E	F	G	H
	HOURLY	28.36758	29.77954	31.26994	32.83165	34.47895	35.34092	36.22444	37.13005
	MONTHLY	4,917.05	5,161.78	5,420.12	5,690.82	5,976.35	6,125.76	6,278.90	6,435.88
	ANNUAL	59,004.56	61,941.45	65,041.48	68,289.83	71,716.21	73,509.11	75,346.84	77,230.51
7055 PAYROLL TECHNICIAN		A	B	C	D	E	F	G	H
	HOURLY	20.93902	21.98596	23.08523	24.23954	25.45148	26.08777	26.73998	27.40846
	MONTHLY	3,629.43	3,810.90	4,001.44	4,201.52	4,411.59	4,521.88	4,634.93	4,750.80
	ANNUAL	43,553.16	45,730.8	48,017.28	50,418.24	52,939.08	54,262.56	55,619.16	57,009.6
7120 POLICE RECORDS SUPERVISOR		A	B	C	D	E	F	G	H
	HOURLY	26.03596	27.33837	28.70740	30.14308	31.65144	32.44273	33.25380	34.08514
	MONTHLY	4,512.90	4,738.65	4,975.95	5,224.80	5,486.25	5,623.41	5,763.99	5,908.09
	ANNUAL	54,154.80	56,863.80	59,711.40	62,697.60	65,835.00	67,480.88	69,167.90	70,897.09
6205 POOL MANAGER 9310		A	B	C	D	E	F	G	H
	HOURLY	14.58087	15.30779	16.07106	16.87673	17.71875	18.16172	18.61576	19.08116
	MONTHLY	2,527.35	2,653.35	2,785.65	2,925.30	3,071.25	3,148.03	3,226.73	3,307.40
	ANNUAL	30,328.20	31,840.20	33,427.80	35,103.60	36,855.00	37,776.38	38,720.78	39,688.80
6202 PRINCIPAL LIBRARIAN		A	B	C	D	E	F	G	H
	HOURLY	28.06529	29.46462	30.94269	32.48740	34.11087	34.96364	35.83773	36.73367
	MONTHLY	4,864.65	5,107.20	5,363.40	5,631.15	5,912.55	6,060.36	6,211.87	6,367.17
	ANNUAL	58,375.80	61,286.40	64,360.80	67,573.80	70,950.60	72,724.37	74,542.47	76,406.04

**CITY OF COVINA
MID-MANAGEMENT, SUPERVISORY AND PROFESSIONAL, AND CONFIDENTIAL AND TECHNICAL EMPLOYEES
SALARY SCHEDULE**

6130 PUBLIC SAFETY COMMUNICATIONS SUPERVISOR		A	B	C	D	E	F	G	H
	HOURLY	26.03596	27.33837	28.70740	30.14308	31.65144	32.44273	33.25380	34.08514
	MONTHLY	4,512.90	4,738.65	4,975.95	5,224.80	5,486.25	5,623.41	5,763.99	5,908.09
	ANNUAL	54,154.80	56,863.80	59,711.40	62,697.60	65,835.00	67,480.88	69,167.90	70,897.09
6232 PUBLIC WORKS SUPERINTENDENT		A	B	C	D	E	F	G	H
	HOURLY	34.85492	36.59954	38.43138	40.35046	42.36923	43.42846	44.51417	45.62703
	MONTHLY	6,041.52	6,343.92	6,661.44	6,994.08	7,344.00	7,527.60	7,715.79	7,908.68
	ANNUAL	72,498.24	76,127.04	79,937.28	83,928.96	88,128.00	90,331.20	92,589.48	94,904.22
6240 RECREATION SERVICES SUPERVISOR		A	B	C	D	E	F	G	H
	HOURLY	28.36758	29.77954	31.26994	32.83165	34.47895	35.34092	36.22444	37.13005
	MONTHLY	4,917.05	5,161.78	5,420.12	5,690.82	5,976.35	6,125.76	6,278.90	6,435.88
	ANNUAL	59,004.56	61,941.45	65,041.48	68,289.83	71,716.21	73,509.11	75,346.84	77,230.51
6250 REDEVELOPMENT MANAGER		A	B	C	D	E	F	G	H
	HOURLY	31.83317	33.42029	35.09221	36.84894	38.69048	39.65774	40.64919	41.66542
	MONTHLY	5,517.75	5,792.85	6,082.65	6,387.15	6,706.35	6,874.01	7,045.86	7,222.01
	ANNUAL	66,213.00	69,514.20	72,991.80	76,645.80	80,476.20	82,488.11	84,550.31	86,664.07
6260 RISK MANAGER		A	B	C	D	E	F	G	H
	HOURLY	32.36262	33.97638	35.67738	37.45938	39.33485	40.31822	41.32617	42.35933
	MONTHLY	5,609.52	5,889.24	6,184.08	6,492.96	6,818.04	6,988.49	7,163.20	7,342.28
	ANNUAL	67,314.24	70,670.88	74,208.96	77,915.52	81,816.48	83,861.89	85,958.44	88,107.40
6280 SENIOR ACCOUNTANT		A	B	C	D	E	F	G	H
	HOURLY	25.27200	26.53558	27.86238	29.25548	30.71827	31.48621	32.27337	33.08025
	MONTHLY	4,380.48	4,260.08	4,829.76	5,071.68	5,324.40	5,457.51	5,593.95	5,733.80
	ANNUAL	52,565.76	55,194.00	57,953.76	60,851.40	63,894.00	65,491.32	67,128.60	68,806.92
7090 SENIOR ADMINISTRATIVE 9045 TECHNICIAN		A	B	C	D	E	F	G	H
	HOURLY	19.94192	20.94144	21.98942	23.08587	24.24288	24.84896	25.47018	26.10694
	MONTHLY	3,456.60	3,629.85	3,811.50	4,001.55	4,202.10	4,307.15	4,414.83	4,525.20
	ANNUAL	41,479.20	43,558.20	45,738.00	48,018.60	50,425.20	51,685.83	52,977.98	54,302.43
7100 SENIOR FINANCE TECHNICIAN		A	B	C	D	E	F	G	H
	HOURLY	19.94192	20.94144	21.98942	23.08587	24.24288	24.84896	25.47018	26.10694
	MONTHLY	3,456.60	3,629.85	3,811.50	4,001.55	4,202.10	4,307.15	4,414.83	4,525.20
	ANNUAL	41,479.20	43,558.20	45,738.00	48,018.60	50,425.20	51,685.83	52,977.98	54,302.43

**CITY OF COVINA
MID-MANAGEMENT, SUPERVISORY AND PROFESSIONAL, AND CONFIDENTIAL AND TECHNICAL EMPLOYEES
SALARY SCHEDULE**

6144 SENIOR IT COORDINATOR	A	B	C	D	E	F	G	H
HOURLY	33.55962	35.23760	37.00038	38.85404	40.79250	41.81231	42.85762	43.92906
MONTHLY	3,456.60	3,629.85	3,811.50	4,001.55	4,202.10	4,307.15	4,414.83	4,525.20
ANNUAL	69,804.00	73,294.20	76,960.80	80,816.40	84,848.40	86,969.61	89,143.85	91,372.45
6325 SENIOR HUMAN RESOURCES ANALYST	A	B	C	D	E	F	G	H
HOURLY	29.32200	30.78623	32.32523	33.94523	35.64000	36.53100	37.44428	38.38038
MONTHLY	5,082.48	5,336.28	5,603.04	5,883.84	6,177.60	6,332.04	6,490.34	6,652.60
ANNUAL	60,989.76	64,035.36	67,236.48	70,606.08	74,131.20	75,984.48	77,884.09	79,831.19
6300 SENIOR MANAGEMENT 9035 ANALYST	A	B	C	D	E	F	G	H
HOURLY	29.32200	30.78623	32.32523	33.94523	35.64000	36.53100	37.44428	38.38038
MONTHLY	5,082.48	5,336.28	5,603.04	5,883.84	6,177.60	6,332.04	6,490.34	6,652.60
ANNUAL	60,989.76	64,035.36	67,236.48	70,606.08	74,131.20	75,984.48	77,884.09	79,831.19
6305 SENIOR PLANNER	A	B	C	D	E	F	G	H
HOURLY	29.85837	31.35462	32.92356	34.56519	36.29769	37.20513	38.13526	39.08864
MONTHLY	5,175.45	5,434.80	5,706.75	5,991.30	6,291.60	6,448.89	6,610.11	6,775.37
ANNUAL	62,105.40	65,217.60	68,481.00	71,895.60	75,499.20	77,386.68	79,321.35	81,304.38
6251 SENIOR REDEVELOPMENT MANAGER	A	B	C	D	E	F	G	H
HOURLY	37.26087	39.12058	41.07721	43.13077	45.28731	46.41949	47.57998	48.76948
MONTHLY	6,458.55	6,780.90	7,120.05	7,476.00	7,849.80	8,046.05	8,247.20	8,453.38
ANNUAL	77,502.60	81,370.80	85,440.60	89,712.00	94,197.60	96,552.54	98,966.35	101,440.51
6330 STREET MAINTENANCE SUPERVISOR	A	B	C	D	E	F	G	H
HOURLY	25.37273	26.64473	27.97788	29.37219	30.84600	31.61715	32.40758	33.21777
MONTHLY	4,397.94	4,618.42	4,849.50	5,091.18	5,346.64	5,480.31	5,617.31	5,757.75
ANNUAL	52,775.28	55,421.04	58,194.00	61,094.16	64,159.68	65,763.67	67,407.76	69,092.96
6348 WATER MAINTENANCE SUPERVISOR	A	B	C	D	E	F	G	H
HOURLY	25.13337	26.39337	27.71394	29.09510	30.55500	31.31888	32.10185	32.90439
MONTHLY	4,356.45	4,574.85	4,803.75	5,043.15	5,296.20	5,428.61	5,564.32	5,703.43
ANNUAL	52,277.40	54,898.20	57,645.00	60,517.80	63,554.40	65,143.26	66,771.84	68,441.14
6350 WATER SERVICES SUPERVISOR	A	B	C	D	E	F	G	H
HOURLY	28.81038	30.25212	31.76048	33.34760	35.01952	35.89501	36.79238	37.71219
MONTHLY	4,993.80	5,243.70	5,505.15	5,780.25	6,070.05	6,221.80	6,377.35	6,536.78
ANNUAL	59,925.60	62,924.40	66,061.80	69,363.00	72,840.60	74,661.62	76,528.16	78,441.36

CITY OF COVINA
MID-MANAGEMENT, SUPERVISORY AND PROFESSIONAL, AND CONFIDENTIAL AND TECHNICAL EMPLOYEES
SALARY SCHEDULE

CITY OF COVINA
UNAFFILIATED **PART TIME** - SALARY SCHEDULE

9040 ADMINISTRATIVE INTERN		A	B	C	D	E
	HOURLY	9.82	10.31	10.82	11.36	11.93
9050 ASSISTANT POOL MANAGER		A	B	C	D	E
	HOURLY	11.52	12.10	12.70	13.34	14.00
9054 BACKGROUND INVESTIGATOR		A	B	C	D	E
	HOURLY	27.47	28.84	30.29	31.80	33.39
9060 BUILDING MAINTENANCE ASSISTANT		A	B	C	D	E
	HOURLY	12.59	13.22	13.88	14.57	15.30
9090 COMMUNITY RESOURCES AIDE		A	B	C	D	E
	HOURLY	8.00	8.40	8.82	9.26	9.72
9091 LIBRARY PAGE SHELVER		A	B	C	D	E
	HOURLY	8.00	8.40	8.82	9.26	9.72
9100 COMMUNITY RESOURCES ASSISTANT I		A	B	C	D	E
	HOURLY	8.42	8.84	9.28	9.74	10.23
9110 COMMUNITY RESOURCES ASSISTANT II		A	B	C	D	E
	HOURLY	9.87	10.36	10.88	11.43	12.00
9120 COMMUNITY RESOURCES SPECIALIST		A	B	C	D	E
	HOURLY	12.89	13.53	14.21	14.92	15.67
9330 DUPLICATING ASSISTANT		A	B	C	D	E
	HOURLY	11.06	11.61	12.19	12.80	13.44
9150 ENGINEERING INTERN		A	B	C	D	E
	HOURLY	11.06	11.61	12.19	12.80	13.44
9180 LIBRARY CLERK		A	B	C	D	E
	HOURLY	11.66	12.24	12.85	13.49	14.17

CITY OF COVINA
UNAFFILIATED **PART TIME** - SALARY SCHEDULE

9200 LIFEGUARD		A	B	C	D	E
	HOURLY	9.05	9.50	9.97	10.47	11.00
9210 LIFEGUARD / INSTRUCTOR		A	B	C	D	E
	HOURLY	10.70	11.23	11.79	12.38	13.00
9220 OVERNIGHT PARKING ENFORCEMENT OFFICER		A	B	C	D	E
	HOURLY	15.20	15.96	16.76	17.60	18.48
9230 PARK MAINTENANCE ASSISTANT		A	B	C	D	E
	HOURLY	12.59	13.22	13.88	14.57	15.30
9250 PLANNING AIDE		A	B	C	D	E
	HOURLY	10.22	10.73	11.27	11.83	12.42
9265 POLICE CADET		A	B	C	D	E
	HOURLY	9.90	10.40	10.92	11.46	12.04
9060 POLICE CLERICAL AIDE		A	B	C	D	E
	HOURLY	10.42	10.94	11.49	12.07	12.67
9300 POOL MAINTENANCE ASSISTANT		A	B	C	D	E
	HOURLY	8.04	8.45	8.87	9.31	9.78
9340 STUDENT AIDE		A	B	C	D	E
	HOURLY	8.00	8.40	8.82	9.26	9.72
5005 SUPPORT SERVICES MANAGER		A	B	C	D	E
	HOURLY	37.10	38.95	40.90	42.95	45.09

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: CC 7

STAFF SOURCE: Robert Neiuber, Director of Community Development *RN*
Marco Martinez, City Attorney

ITEM TITLE: Adopt Resolution of Necessity Confirming and Ratifying the City Council's October 18, 2011 Adoption of a Resolution of Necessity for the Acquisition of a Fee Interest in Certain Real Property Located at 155 E. San Bernardino Road (Assessor Parcel Number 8430-024-012) by Eminent Domain for the Purpose of Developing and Maintaining a Parking Lot for Use by the Covina Police Department and County Fire Department

STAFF RECOMMENDATION

1. Adopt Resolution of Necessity, **Resolution No. 11-7035**, confirming and ratifying the City Council's October 18, 2011 adoption of a Resolution of Necessity for the Acquisition of a Fee Interest in Certain Real Property, located at 155 E. San Bernardino Road (Assessor Parcel Number 8430-024-012) for the purpose of developing and maintaining a parking lot for use by the Covina Police Department and County Fire Department; and
2. Adopt **Resolution 11-7036** of the City Council of the City of Covina, California, to amend the fiscal year 2011-2012 Community Development Land Account budget to provide funding to purchase and develop the property at 155 E. San Bernardino Road, Covina, CA (Assessor Parcel Number 8430-024-012).

FISCAL IMPACT

Because of the vital importance of this site to the City, funds for the purchase and construction of the parking lot will be paid from a reserve account. \$627,000 will be drawn from Undesignated Fund Balance Account 1010-0000-33000, and \$627,000 will be expended from Community Development Land Account 1010-4000-55010.

BACKGROUND

On October 18, 2011, the City Council held a public hearing and adopted Resolution of Necessity No. 11-7018, declaring its intent to acquire a fee interest in certain real property described as 155 E. San Bernardino Road, Assessor Parcel Number 8430-024-012 (see Exhibit A), through eminent domain proceedings for the construction and maintenance of a public parking lot to serve the police/fire facility in Covina, California.

Assessor Parcel Number 8430-024-012 is involved in bankruptcy proceedings, and it was necessary to request relief from the bankruptcy stay in order to proceed with the acquisition of

the property. The motion was heard on November 21, 2011 by the United States Bankruptcy Court, Central District, Los Angeles Division (Court).

The Court granted the City's motion for relief from the automatic stay. The Court's order directs the City to enter a new resolution of necessity to reflect the City Council's prior October 18, 2011 vote and authorizes the City to subsequently file an eminent domain lawsuit and commence eminent domain proceedings in state court. While it is not necessary to hold a new public hearing, it is necessary to ask the City Council to ratify the prior resolution of necessity to be in compliance with the court order. The new Resolution of Necessity is attached as Exhibit B.

Upon adoption, the City Attorney's office will proceed with the filing of an order for prejudgment possession of the property. The fair market value for the property as determined by the City's appraisal is \$427,000. This amount must be deposited with the court before proceeding with the order for prejudgment possession. Staff will continue to negotiate with the trustee for a purchase agreement. If no agreement is made, the court will make the final determination of price.

In addition to the purchase price of the property, additional costs of approximately \$200,000 will be entailed to develop the parking lot. The work will include securing the parking lot with an enclosed fence with a controlled entry point.

When the need for this property was first discussed, the use of Redevelopment funds for this public project was proposed. The use of redevelopment funds for this public project was placed on hold due to the Supreme Court stay on local redevelopment agencies due to the pending court case regarding AB 1X 26 and 27. The purchase of this property and construction of the secured parking lot is of vital importance to the City and the continued safety and security of its public safety employees, and for that reason the City is considering the use of General Fund money. Because of the impact on City funds, staff will continue to assess whether it is possible to have this acquisition funded with redevelopment agency funds once there is a determination in the court case.

RELEVANCE TO THE STRATEGIC PLAN

While there is no direct correlation with the Strategic Plan, the goal of providing efficient, visible and responsive public safety will be addressed by the provision of adequate and secure parking for public safety employees.

EXHIBITS

- A. Legal Description and Maps
- B. Resolution of Necessity
- C. Budget Resolution

REVIEW TEAM ONLY

City Attorney: 4-7-11

Finance Director: SS

City Manager: φ

Other: _____

LEGAL DESCRIPTION
APN 8430-024-012

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF COVINA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

LOTS 26, 27, 28, 29,30 AND 31 IN BLOCK "B" ADDITION NO. 1 TO COVINA, IN THE CITY OF COVINA, AS PER MAP RECORDED IN BOOK 59 PAGE 1 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, TOGETHER WITH THE WEST HALF OF THAT PORTION OF THE ALLEY ADJOINING SAID LOTS 26, 27, 28, 29, 30 AND 31 ON THE EAST AS VACATED BY RESOLUTION OF THE CITY OF COVINA, RECORDED MAY 10, 1971 AS INSTRUMENT NO. 2946.

EXCEPT ALL OIL GAS, HYDROCARBONS OR OTHER MINERALS IN AND UNDER THE ABOVE DESCRIBED PARCEL OF LAND WITHOUT THE RIGHT OF SURFACE ENTRY FOR DEVELOPMENT THEREOF, AS RESERVED IN A DEED RECORDED DECEMBER 5, 1977 AS INSTRUMENT NO. 77-1336490.

APN: 8430-024-12

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EXHIBIT B

RESOLUTION NO. 11-7035

A RESOLUTION OF NECESSITY CONFIRMING AND RATIFYING THE CITY COUNCIL'S OCTOBER 18, 2011 ADOPTION OF A RESOLUTION OF NECESSITY FOR THE ACQUISITION OF A FEE INTEREST IN CERTAIN REAL PROPERTY, LOCATED AT 155 E. SAN BERNARDINO ROAD, ASSESSOR PARCEL NUMBER 8430-024-012, FOR THE PURPOSE OF DEVELOPING AND MAINTAINING A PARKING LOT FOR USE BY THE COVINA POLICE DEPARTMENT AND COUNTY FIRE DEPARTMENT.

WHEREAS, the City of Covina (the "City") proposes to acquire a fee interest in certain real property, located in Los Angeles County, California, more particularly described as Assessor Parcel Number 8430-024-012, for the construction and maintenance of a public parking lot to serve the police/fire facility in Covina, California, pursuant to the authority granted to it by section 37350 of the California Government Code; and

WHEREAS, pursuant to section 1245.235 of the California Code of Civil Procedure, the City Council scheduled a public hearing for Tuesday, October 18, 2011 at 7:30 p.m., at the Covina City Hall, City Council Chambers, at 125 East College Street, Covina, California, and gave to each person whose property is to be acquired and whose name and address appeared on the last equalized county assessment roll, notice and a reasonable opportunity to appear at said hearing and be heard on the matters referred to in section 1240.030 of the California Code of Civil Procedure; and

WHEREAS, said hearing has been held by the City Council, and each affected property owner was afforded an opportunity to be heard on said matters; and

WHEREAS, on October 18, 2011, the Council adopted a Resolution of Necessity pursuant to section 1240.040 of the California Code of Civil Procedure; and

WHEREAS, Assessor Parcel Number 8430-024-012 is involved in bankruptcy proceedings, and it was necessary to request a motion for relief from stay in order to proceed with the offer on the property; and

WHEREAS, the United States Bankruptcy Court, Central District, Los Angeles Division granted a motion for relief from automatic stay under 11 U.S.C. Section 362 to acquire real property located at 155 E. San Bernardino Road, Covina, Assessor Parcel Number 8430-024-012 by eminent domain; and

WHEREAS, the Court Order includes the authority for the City to ratify the prior resolution of necessity.

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

SECTION 1. Compliance with California Code of Civil Procedure. There has been compliance by the City Council with the requirements of section 1245.235 of the California Code of Civil Procedure regarding notice and hearing.

SECTION 2. Public Use. The public use of the fee interest in the property to be acquired is the construction and maintenance of a public parking lot to serve the police/fire facility in Covina, Los Angeles County, California. Section 37350 of the California Government Code authorizes the City Council to acquire by eminent domain property necessary for such purposes.

SECTION 3. Description of Property. Attached and marked as Exhibit "A" is the legal description and depiction of the interest to be acquired by the City, which describes the general location and extent of the property with sufficient detail for reasonable identification.

SECTION 4. Findings. The City Council hereby finds and determines each of the following:

- (a) The public interest and necessity require the proposed project;
- (b) The proposed project is planned or located in the manner that will be most compatible with the greatest public good and least private injury;
- (c) The property described in Exhibit "A" is necessary for the proposed project; and
- (d) The offer required by section 7267.2 of the California Government Code was made.

SECTION 5. Use Not Unreasonably Interfering with Existing Public Use. Some or all of the real property affected by the interest to be acquired is subject to easements and rights-of-way appropriated to existing public uses. The legal descriptions of these easements and rights-of-way are on file with the City Council and describe the general location and extent of the easements and rights-of-way with sufficient detail for reasonable identification. In the event the herein described use or uses will not unreasonably interfere with or impair the continuance of the public use as it now exists or may reasonably be expected to exist in the future, counsel for the City Council is authorized to acquire the herein described interest subject to such existing public use(s) pursuant to section 1240.510 of the California Code of Civil Procedure.

SECTION 6. More Necessary Public Use. Some or all of the real property affected by the interest to be acquired is subject to easements and rights-of-way appropriated to existing public uses. To the extent that the herein described use or uses will unreasonably interfere with or impair the continuance of the public use as it now exists or may reasonably be expected to exist in the future, the City Council finds and determines that the herein described use or uses are more necessary than said existing public use. Counsel for the City Council is authorized to acquire the herein described real property appropriated to such existing public uses pursuant to section 1240.610 of the California Code of Civil Procedure. Staff is further authorized to make such

improvements to the affected real property that it determines are reasonably necessary to mitigate any adverse impact upon the existing public use.

SECTION 7. Further Activities. Counsel for the City is hereby authorized to acquire the hereinabove described real property in the name of and on behalf of City Council by eminent domain, and counsel is authorized to institute and prosecute such legal proceedings as may be required in connection therewith. Legal counsel is further authorized to take such steps as may be authorized and required by law, and to make such security deposits as may be required by order of court, to permit the City to take possession of and use said real property at the earliest possible time. Counsel is further authorized to correct any errors or to make or agree to non-material changes in the legal description of the real property that are deemed necessary for the conduct of the condemnation action, or other proceedings or transactions required to acquire the subject real property. Counsel is further authorized to reduce or modify the extent of the interests or property to be acquired so as to reduce the compensation payable in the action where such change would not substantially impair the construction and operation of the project for which the real property is being acquired.

SECTION 8. Vote by City Council. The City Council voted 5-0 in favor of the Resolution of Necessity on October 18, 2011 for the purpose of developing and maintaining a parking lot for use by the Covina Police Department and County Fire Department, and by this resolution the City Council confirms and ratifies that action.

SECTION 9. Effective Date.

This Resolution shall take effect upon adoption.

PASSED, APPROVED AND ADOPTED this 20th day of December, 2011.

John C. King
Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM;

City Attorney

CERTIFICATION

I, Catherine M. LaCroix, Deputy City Clerk of the City of Covina, hereby CERTIFY that Resolution No. 11-7035 was adopted by the Covina City Council at a regular meeting of the City Council held this 20th day of December, 2011, and was approved and passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Catherine M. LaCroix
Deputy City Clerk

EXHIBIT C

RESOLUTION NO. 11-7036

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, TO AMEND THE FISCAL YEAR 2011-2012 COMMUNITY DEVELOPMENT LAND ACCOUNT BUDGET TO PROVIDE FUNDING TO PURCHASE AND DEVELOP THE PROPERTY AT 155 E. SAN BERNARDINO ROAD, COVINA, CA, (ASSESSOR PARCEL NUMBER 8430-024-012)

WHEREAS, the City of Covina is a municipal corporation duly organized and existing pursuant to the constitution and laws of the State of California ("City"); and

WHEREAS, the budget for the City of Covina for fiscal year commencing July 1, 2011 and ending June 30, 2012 was approved on June 21, 2011; and

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

WHEREAS, the reallocation of the appropriations between departmental activities may be made by the City Manager, amendments (increases/decreases) to the budget shall be by approval and Resolution of the City Council; and

WHEREAS, in order to proceed with an order for prejudgment possession of the property at 155 E. San Bernardino Road, Assessor Parcel Number 8430-024-012, it is necessary to deposit the probable amount of just compensation into court; and

WHEREAS, additional costs will be entailed to develop the parking lot, which will include but not be limited to securing the lot with an enclosed fence with a controlled entry point; and

WHEREAS, the purchase of this property and construction of the parking lot is of vital importance to the City, even though the funding of the purchase will cause economic strife for the City,

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

SECTION 1. Amend the fiscal year 2011-2012 Community Development Land Account budget as follows, allowing \$427,000 for the land purchase and \$200,000 for the construction of improvements on the site:

- Decrease by \$627,000 the Undesignated Fund Balance, Account Number 1010-0000-33000

- Increase by \$627,000 the Community Development Land Account Number 1010-4000-55010

SECTION 2. The City Clerk shall certify to the passage and adoption of this resolution and the same shall be effective upon its adoption.

PASSED, APPROVED AND ADOPTED this 20th day of December 2011.

John C. King, Mayor

ATTEST:

Deputy City Clerk

APPROVED AS TO FORM:

City Attorney

CERTIFICATION

I, Catherine M. LaCroix, Deputy City Clerk of the City of Covina, hereby CERTIFY that Resolution No. 7036 was adopted by the Covina City Council at a regular meeting of the City Council held this 20th day of December, 2011, and was approved and passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Catherine M. LaCroix
Deputy City Clerk

CITY OF COVINA/COVINA HOUSING AUTHORITY
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: CC 8

STAFF SOURCE: Robert Neuber, Deputy Executive Director *RN*
Nuala Gasser, Senior Redevelopment Manager *NG*

ITEM TITLE: City Council to approve **Resolution No. 11-7037**, amending the City of Covina fiscal year 2011-2012 Redevelopment and Housing budget to reflect the Supportive Housing Program budget for the McGill House

STAFF RECOMMENDATION

Adopt City **Resolution 11-7037** of the City Council of the City of Covina, California, to amend the fiscal year 2011-2012 Redevelopment and Housing Supportive Housing Program (SHP) budget for the McGill Transitional House

FISCAL IMPACT

The federal SHP grant, contract number CA0416B9D001003, is funded through the Los Angeles Homeless Services Authority (LAHSA) which reimburses the City for funds expended. \$94,295 will be expended from Account 2130-4400. \$94,295 will be drawn from Undesignated Fund Balance Acct. # 2130-4400-33000 and appropriated as shown on Exhibit A.

BACKGROUND

On March 1, 2011, the City Council approved the application for a grant renewal through the Los Angeles Homeless Services Authority (LAHSA) for supportive services at the McGill House, which was purchased with Agency Low and Moderate-Income Housing funds to provide transitional housing for income qualified families. The Supportive Housing Program (SHP) grant provides for case management services at the house by a contracted party. The grant is renewable in one-year increments, and the current year grant approval was recently received. Catholic Charities of Los Angeles is the provider of the case management services.

For fiscal year 2011-2012 the SHP grant awarded is \$94,295. The grant requires matching funds which have been budgeted for the current fiscal year.

RELEVANCE TO THE STRATEGIC PLAN

Not applicable.

EXHIBITS

- A. Budget Account number listing
- B. City Resolution

REVIEW TEAM ONLY

City Attorney: *[Signature]*

Finance Director: *[Signature]*

City Manager: *[Signature]*

Other: _____

Exhibit A

SHP Budget Summary

LAHSA Grant Contract Number CA0416B9D0001003

Account Number 2030-4400

	Grant Amount	Subaccount Number	Project Number
Supportive Services			
Personnel	\$ 58,451	53741	37000
Transportation-Mileage	\$ 1,200	53733	37000
Mental Health Services	\$ 3,000	53735	37000
Education	\$ 2,400	53734	37000
Child Care	\$ 2,813	53736	37000
Transportation	\$ 1,958	53743	37000
	\$ 69,822		
Operating Costs			
Personnel	\$ 14,020	53742	37001
Maintenance	\$ 400	53746	37001
Utilities	\$ 1,800	53747	37001
Equipment	\$ 300	53737	37001
Supplies	\$ 1,943	53744	37001
Insurance	\$ 1,000	53748	37001
Furnishings	\$ 250	53738	37001
Food	\$ 270	53739	37001
	\$ 19,983		
Administrative Costs	\$ 4,490	53745	37002
Total of SHP expenditures	\$ 94,295		
Revenue (Other Governmental Units)	\$ 94,295	42990	

EXHIBIT B

RESOLUTION NO. 11-7037

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COVINA, CALIFORNIA, TO AMEND THE FISCAL YEAR
2011-2012 REDEVELOPMENT AND HOUSING SUPPORTIVE
HOUSING PROGRAM (SHP) BUDGET FOR THE MCGILL
TRANSITIONAL HOUSE

WHEREAS, the City of Covina is a municipal corporation duly organized and existing pursuant to the constitution and laws of the State of California ("City"); and

WHEREAS, the budget for the City of Covina for fiscal year commencing July 1, 2011 and ending June 30, 2012 was approved on June 21, 2011; and

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

WHEREAS, the reallocation of the appropriations between departmental activities may be made by the City Manager, amendments (increases/decreases) to the budget shall be by approval and Resolution of the City Council;

WHEREAS, the intent for all expenditures for supportive services, operations and administration under the SHP cost center will be covered through the SHP grant contract number CA0416B9D001003 awarded through the Los Angeles Homeless Services Authority (LAHSA)

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

SECTION 1. Amend the fiscal year 2011-2012 Redevelopment and Housing SHP budget as follows:

Account Number 2130-4400

	Grant Amount	Subaccount Number	Project Number
Supportive Services			
Personnel	\$ 58,451	53741	37000
Transportation-Mileage	\$ 1,200	53733	37000
Mental Health Services	\$ 3,000	53735	37000
Education	\$ 2,400	53734	37000
Child Care	\$ 2,813	53736	37000
Transportation	<u>\$ 1,958</u>	53743	37000
	\$ 69,822		

Operating Costs

Personnel	\$ 14,020	53742	37001
Maintenance	\$ 400	53746	37001
Utilities	\$ 1,800	53747	37001
Equipment	\$ 300	53737	37001
Supplies	\$ 1,943	53744	37001
Insurance	\$ 1,000	53748	37001
Furnishings	\$ 250	53738	37001
Food	\$ 270	53739	37001
	\$ 19,983		
Administrative Costs	\$ 4,490	53745	37002
Total of SHP funding	\$ 94,295		
Revenue (Other Governmental Units)	\$ 94,295	42990	

SECTION 2. The City Clerk shall certify to the passage and adoption of this resolution and the same shall be effective upon its adoption.

PASSED, APPROVED AND ADOPTED this 20th day of December 2011.

Mayor

ATTEST:

Deputy City Clerk

APPROVED AS TO FORM:

City Attorney

CERTIFICATION

I, Catherine M. LaCroix, Deputy City Clerk of the City of Covina, hereby CERTIFY that Resolution No. 7037 was adopted by the Covina City Council at a regular meeting of the City Council held this 20th day of December, 2011, and was approved and passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Catherine M. LaCroix
Deputy City Clerk

COVINA REDEVELOPMENT AGENCY
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO. CC 9

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

ITEM TITLE: Payment of Demands

STAFF RECOMMENDATION:

Approve Payment of Demands in the amount of

BACKGROUND:

- ▷ Attached list of warrants, demands, which are being presented for approval for October 2011 are summarized as follows:

<u>DATE OF DEMANDS</u>	<u>DEMAND NUMBERS</u>	<u>AMOUNT</u>
ACCOUNTS PAYABLE WARRANTS		
October 6 - October 25, 2011	1-23	\$283,922.03
October 13, 2011	(Reimburse PR Insurance)	\$10,060.39
October 27, 2011	(Reimburse PR Insurance)	\$10,007.94

PAYROLL

October 13, 2011	\$26,303.80
October 27, 2011	\$26,364.83

VOIDS

GRAND TOTAL: \$356,658.99

RELEVANCE TO STRATEGIC PLAN: Not applicable

EXHIBITS:

A. ACCOUNTS PAYABLE REGISTER

REVIEW TEAM ONLY	
City Attorney: <u>1-7-7</u>	Finance Director: <u><i>DLA</i></u>
City Manager: <u><i>D</i></u>	Other: _____

COVINA REDEVELOPMENT AGENCY

Check Register

October, 2011

Check #	Check date	Vendor #	Vendor Name	Amount
1	10/06/2011	172	ANDY GUMP INC	19.68
2	10/06/2011	341	BEST BEST & KRIEGER LLP	7,486.07
3	10/06/2011	970	EDISON CO	228.92
4	10/06/2011	1156	GAS COMPANY, THE	41.65
5	10/06/2011	1172	GEOGRAPHICS	1,593.50
6	10/06/2011	1907	MG ENTERPRISES	105,125.07
7	10/06/2011	2104	OFFICE DEPOT	59.90
8	10/06/2011	2999	VERIZON CALIFORNIA	60.96
9	10/06/2011	3015	VISTA POINTE APARTMENTS	862.00
10	10/13/2011	283	BANK OF THE WEST	470.00
11	10/13/2011	970	EDISON CO	21.99
12	10/13/2011	1156	GAS COMPANY, THE	35.05
13	10/13/2011	1317	HDL SOFTWARE LLC	156.90
14	10/13/2011	1695	LEWIS OPERATING CORP	3,634.84
15	10/13/2011	2503	RUSS DAVIS INC	1,000.00
16	10/25/2011	137	AL-SAL OIL COMPANY INC	7,333.33
17	10/25/2011	788	COVINA, CITY OF	165.08
18	10/25/2011	896	DH MAINTENANCE SERVICES	95.00
19	10/25/2011	2114	OLIVER SANDIFER & MURPHY	1,905.50
20	10/25/2011	2942	UNITED SITE SERVICES OF C	68.01
21	10/25/2011	2955	US BANK	12,090.56
22	10/25/2011	2999	VERIZON CALIFORNIA	119.53
23	10/25/2011	1907	MG ENTERPRISES	141,348.49
			Total	\$ 283,922.03

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 October 2011; Payroll for 10/13/11 and 10/27/11; 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 20th day of December, 2011

Calvin J. Hall, Deputy

CITY OF COVINA/REDEVELOPMENT AGENCY
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: CC10

STAFF SOURCE: Dilu De Alwis, Director of Finance
Robert Neiuber, Deputy Executive Director of Redevelopment *RN*
Nuala Gasser, Senior Redevelopment Manager
Debbie Pacheco, Senior Management Analyst

ITEM TITLE: Approval of Annual Financial and Compliance Report for Covina Redevelopment Agency Project Nos. One and Two for Fiscal Year Ended June 30, 2011.

STAFF RECOMMENDATION

Adopt Agency **Resolution 11-696**, approving and adopting the Annual Report for the Covina Redevelopment Agency Project Nos. One and Two for Fiscal Year Ended June 30, 2011 and submitting the report to the City Council of the City of Covina.

FISCAL IMPACT

None.

BACKGROUND

Annual Report Requirements. California Redevelopment Law requires that the Agency submit to the City Council its Annual Report, which is due to the State Controller by December 31 of each year. The requirements for the report set forth in Health and Safety Code, Section 33080.1 are the following for Fiscal Year 2010-2011:

- a. An independent financial audit report.
- b. A fiscal statement.
- c. A description of the Agency's activities affecting housing and displacement.
- d. The Agency's progress in alleviating blight.
- e. A list of all loans made that are \$50,000 or more.
- f. Description of total number and nature of properties that the Agency owns.
- g. A list of the fiscal years that the Agency expects time limits to expire for (1) the commencement of eminent domain proceedings to acquire property within project areas, (2) the establishment of loans, advances, and indebtedness to finance redevelopment projects, (3) the effectiveness of the redevelopment plan, and (4) to repay indebtedness with property tax proceeds.
- h. Any other information which the Agency believes useful to explain its programs, including but not limited to, the number of jobs created as a result of its activities.

The Annual Report is completed by the Finance Department and the Redevelopment Agency each fiscal year and describes Agency financial information and project activity. Since there are so many sources of information required for this action, they typically are submitted for Agency/Council approval in December following the end of the fiscal year. The independent financial audit and compliance reports are also included in the Annual Report; however they are not complete at this time. In the event that the financial audit is not completed by the December 31st deadline, a letter of explanation will be submitted to the State Controller's Office.

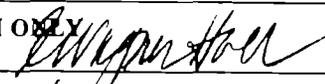
RELEVANCE TO THE STRATEGIC PLAN

The goals of the Covina Redevelopment Agency are to eliminate blight, enhance affordable housing opportunities, and perform economic development. These goals all work towards enhancing the financial stability of the City.

EXHIBITS

- A. Annual Report to City Council, Fiscal Year Ended June 30, 2011
- B. Agency Resolution No. 11-696 approving and adopting the Annual Report and submitting the Annual Report to the City Council

REVIEW TEAM ONLY

City Attorney: 

Finance Director: 

City Manager: 

Other: _____

**COVINA REDEVELOPMENT AGENCY
INTER OFFICE MEMORANDUM**

TO: HONORABLE CHAIRMAN AND AGENCY MEMBERS

FROM: EXECUTIVE DIRECTOR, DEPUTY EXECUTIVE DIRECTOR

DATE: DECEMBER 20, 2011

SUBJECT: ANNUAL REPORT FOR COVINA REDEVELOPMENT AGENCY FOR
FISCAL YEAR ENDING JUNE 30, 2011

The Covina Redevelopment Agency is required by State law to prepare this annual report. It has been completed in accordance with State laws and regulations and is embodied in the following pages with references to other pertinent documents. This report deals with the financial transactions of the Agency.

FINANCIAL DATA

INDEPENDENT FINANCIAL AUDIT REPORT

The firm of Macias Gini & O'Connell has completed the Financial and Compliance Audit for fiscal year Fiscal Year (FY) 2010-2011 for the Agency as required by Section 33080.1 of the Health and Safety Code of the State of California in accordance with the State guidelines.

**HOUSING PROJECTS UNDERTAKEN BY REDEVELOPMENT AGENCY USING FUNDS
OTHER THAN TAX INCREMENT REVENUE IN FY 2010-2011**

No outside grant funds are currently being used for housing projects.

FISCAL STATEMENT

For the purposes of compliance with State law (Health and Saf. Code Section 33080.5, Health and Safety Code), the fiscal statement shall contain the following information:

- a. The amount of outstanding indebtedness of the Agency and each project area.
The outstanding indebtedness of the Agency as of June 30, 2011 was \$29,952,946 (\$28,692,946 for Project No. One, and \$1,260,000 for Project No. Two).
- b. The amount of tax increment property tax revenues generated in the Agency and in each project area.
The financial statements indicate that Project No. One received \$6,841,056 and that Project No. Two received an amount of \$1,488,847.
- c. The amount of tax increment revenues paid to a taxing agency pursuant to subdivision (b) of Section 33401 or Section 33676 (payments to taxing agencies

affected by our own redevelopment projects).

Of the \$6,841,056 received for Project No. One, the Agency passed through \$210,431 to the County of Los Angeles, \$1,368,211 to the Low-Mod Housing Fund, \$138,644 to various other taxing entities pursuant to the SB211 requirements and an additional \$522,960 for the Supplemental Educational Revenue Augmentation Fund (SERAF). Of the \$1,488,847 received for Project No. Two, the Agency passed through \$682,542 to the County of Los Angeles, \$297,770 to the Low-Mod Housing Fund, and an additional \$28,475 to various other taxing entities pursuant to the SB211 requirements.

- d. The financial transactions report required pursuant to Section 53891 of the Government Code

The Financial Transaction Report required by Section 53891 of the Government Code is attached to this annual report as Exhibit "A". The information included in this report format confirms that provided by the Agency's outside auditors in the annual financial statement.

- e. The amount allocated to school or community college districts pursuant to Section 33401, 33445, 33445.5, 33676 and 33681 of the Government Code

Of the \$138,644 listed above for Project No. One, \$76,689 represents amounts paid to school districts and \$12,345 represents amounts paid to community college districts pursuant to Section 33607. Additionally, \$522,960 represents the amount paid pursuant to Section 33401.

Of the \$28,475 listed above for Project No. Two, \$21,113 represents amounts paid to school districts and \$3,123 represents amounts paid to community college districts pursuant to Section 33607.

- f. The amount of existing indebtedness, as defined in Section 33682, and total payments required to be paid on existing indebtedness for the fiscal year

None

- g. Any other fiscal information which the Agency believes useful to describe its programs.

No other fiscal information other than what is reported throughout this report.

DESCRIPTION OF THE AGENCY'S ACTIVITIES AFFECTING HOUSING AND DISPLACEMENT

Section 33080.4 and 33080.7 of the Health and Safety Code requires a description of the Agency's activities affecting housing and displacement.

The description shall include the following:

- a. The total number of households, including the number of low and moderate

income families, that were displaced or moved from their dwelling units as part of an Agency project during the previous fiscal year.

No households of moderate income or below were displaced or moved during FY 2010-2011.

- b. The total number of households, including the number of low and moderate income families, that the Agency estimates will be displaced or will move from their dwelling units as part of an Agency project during the present fiscal year.

No households anticipated to be displaced or moved during FY 2011-2012.

c. The total number of dwelling units housing low and moderate income families which have been destroyed or removed by the Agency from the supply of low and moderate income homes FY 2010-2011.

- d. The total number of Agency assisted dwelling units which were constructed, rehabilitated, acquired or subsidized during the previous fiscal year for occupancy at an affordable housing cost by elderly persons and families, or persons and families of low and moderate income.

The Agency provided assistance for seven transitional housing units to the YWCA Wings program. Once the units are built, they will be restricted for 55 years

- e. The total number of new or rehabilitated units that have replaced previously destroyed units or units removed from the low and moderate income housing market as part of a redevelopment project.

No units added during FY 2010-2011.

- f. The status and use of the Low and Moderate Income Housing Fund (LMIHF).

Olson Citrus Walk Project – This project is located in the area bounded by the 300 block of North Citrus, 116 and 120 East School Street, and 115, 117, and 125 East Italia Street. The Agency entered into a Disposition and Development Agreement with Olson for the Citrus Walk project in May of 2010. The Agency completed acquisition of the one remaining blighted property, relocated the tenants in the properties, completed all above ground demolition, and completed the sale of the nine parcels included in the project to the Olson Company. Olson is in the process of building a transit oriented mixed-use project with 8,000 square feet of retail and 48 owner-occupied residential units. Eight of the units will be available for purchase by those who qualify for moderate income assistance.

Vintage Walk Phase II – This project is located on Third Avenue just south of the Metrolink train tracks at a blighted industrial building location. City Ventures is completing construction of Phase II of the Vintage Walk project,

which consists of 30 owner-occupied residential units. Three units will be available for purchase by those who qualify for moderate income assistance. Though not a mixed-use development it does support the concepts of transit adjacent development in that it offers great access to transportation options (Metrolink, Foothill Transit, Metro, and Covina Transit) and to downtown services, amenities, and businesses.

Covina Gardens – This housing project is located outside of the project areas on the 200 block of West Rowland. Covina Gardens is the substantial rehab of 89 apartment units and covenants assuring their affordability for the next 55 years. The covenants were recorded and land entitlements and building plans were processed in anticipation of construction.

Habitat for Humanity - The Agency donated a property purchased with low-to moderate income housing funds to Habitat for Humanity and they are finalizing construction of a single family home for a qualifying family.

Neighborhood Preservation Program - This program provides for integration of various Agency activities in a coordinated approach to addressing neighborhood deterioration. The goal of the Program is to identify and correct substandard housing and blight on a target-neighborhood basis. During the 2010-2011 fiscal year, a total of \$179,184 was spent from the Agency's Low and Moderate Income Housing Fund towards this Program's activities.

Rent Subsidy Program - During the reporting period, July 1, 2010 to June 30, 2011, the Agency provided financial assistance under the continuing programs from prior year. In the continuing rental subsidy programs, fourteen (14) households were assisted. Rent Subsidy activities undertaken during the reporting period amounted to an expenditure of \$226,623 from the Agency Low-Moderate Income Housing Fund.

Under SB 701, approved by the Governor September 21, 2002, Section 33334.28 was added to the Health and Safety Code, to read:

33334.28 (a) Until January 1, 2012, subdivision (b) of Section 33334.4 shall not apply to the Redevelopment Agency of the City of Covina insofar as it exceeds the authorized ratio due to the use of Low and Moderate Income Housing Fund moneys to continue to provide rental subsidies to households with members over the age of 65 years if those rental subsidies were initially provided to these households prior to January 1, 2002.

(b) This section shall remain in effect only until January 1, 2012, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2012, deletes or extends that date.

Because of the continuing need for this program, staff will seek the Agency Boards' direction to work with our legislators to extend the date of this exemption in order to continue to provide this funding for seniors in the program. Because of the passage of AB 1X 26 and AB 1X 27, and the state Supreme Court's stay of AB 1X 27 in FY 2011-2012, creating a situation where the Agency cannot enter into new contracts or amend existing contracts, the Agency Board has not been able to consider alternative action to the termination of this program as of December 31, 2011. All program participants have been advised of the coming termination of the program.

Transitional Housing Assistance Program

YWCA/WINGS - In addition to the Rent Subsidy Program, the Agency provides transitional housing assistance for two (2) family units at the WINGS house for victims of domestic violence and their children. Family units seeking help from WINGS most frequently have no source of income while at the residence due to their situation. Rental assistance provided WINGS during the reporting period amounted to an expenditure of \$13,200 plus a one-time prepayment of \$144,000 from the Agency's Low and Moderate Income Housing Fund to continue to provide transitional housing at the two units for a period of 10 years.

YWCA Wings Facility Renovation – the Agency entered into an Agreement with YWCA Wings to provide funding in the amount of \$330,000 to renovate their confidential transitional housing facility for victims of domestic violence. The number of available transitional housing units will be expanded to seven. A 55 year affordable housing covenant will run with the land.

McGill Street House - On July 27, 2004, the Agency purchased a home located at 1104 W. McGill Street, Covina, to serve as a transitional home for families, primarily single women with children. Costs to maintain the home in fiscal year 2010-2011 were \$33,978. In the twelve-month period of fiscal year 2010-2011, seven families comprised of seven adults and sixteen children were housed in the transitional home. A related program of continued rental assistance is offered to qualifying graduates of the McGill Street House. In fiscal year 2010-2011, the roof at the facility was replaced.

Down Payment Assistance Program, Vintage Walk – Modifications to the Low-Moderate Income Housing Down Payment Assistance Program were approved but are on hold pending state action.

- g. Compilation of annual compliance reports submitted to the Agency by affordable housing property owners/managers as required by Health & Safety Code Section 33418 including identification of the number of units occupied by moderate income, other lower income, and very low income households, respectively, and

identification of projects in violation of this part or any agreements in relation to affordable units.

Recertification was completed in FY 2010-2011 on affordable housing in the City which has been assisted in the past with LMIHF funds, as follows:

10 units	Rental	777 W. Covina Blvd.
140 units	Rental	152 E. Covina Blvd.
12 units	Rental	223 N. Citrus Avenue
44 units	Rental	1400 N. Grand Avenue
2 units	Rental	236-228 W. Center Street
180 units	Rental	1211 N. Lyman Street
6 households	Homeownership	Single family homes, various addresses
1 unit	Rental	Citywide
89 units	Rental	200 W. Roland

A breakdown by income (moderate, lower, and very low) and a summary of recertification results will be provided to the State as required

- h. Total amount of funds expended for planning and general administrative costs during FY 2010-2011.
Amount expended for planning and general administrative costs were \$468,323.
- i. Amount of excess surplus calculated and accumulated in the LMIHF, including the amount that has accrued to the LMIHF during each fiscal year.
No computed excess surplus exists in FY 2010-2011.
- j. Any other information which the Agency believes useful to explain its housing programs.

Citrus Walk (formerly Heritage Project) in Project Area 2 - In July 2008, the property at 116 E. School Street was acquired to provide additional affordable housing as part of the Citrus Walk housing development. The low-mod fund was repaid when the property was sold. Eight (8) units of for sale moderate income workforce housing will be constructed as part of the Citrus Walk project.

200 W. Rowland Project - On June 16, 2009, the Agency Board approved a Participation Agreement with the owners of the apartment building at 200 W. Rowland to provide funding to secure affordable covenants on 89 units, and to rehabilitate the buildings. The property is mainly in Project Area 1. Twenty units are located in an area outside the Project Area. Units will be covenanted as follows: 44 units are reserved for very-low income households (median income of 50% or less), 5 units are reserved for low income households (median income of 80% or less), and 40 units at moderate income households (median income of 120% or less). \$4,742,000 in funding was awarded. Funds related to the secured

covenants were distributed in the 09-10 fiscal year. Land entitlements and building plans were processed in anticipation of construction.

436 E. Cypress Project - In March 2009, the Agency closed escrow on a property at 436 E. Cypress which had been the subject of code enforcement activity. The property was purchased to meet the housing needs of low-to moderate-income persons. In July 2010, the Agency entered into a Disposition and Development Agreement and escrow with Habitat for Humanity to build a new single family for sale home for a low income family on the site. The home will be built in FY 11-12.

Participation in homeownership programs - The Agency participates in the County of Los Angeles Home Ownership Program (HOP), the Mortgage Credit Certificate (MCC) Program, and the Southern California Home Financing Authority (SCHFA) Program which provide assistance to first time home buyers. Agency financing is not required for participation in these programs.

Market Rate and Affordable Housing Activity

Affordable Housing constructed or substantially rehabilitated by the Agency or other parties during FY 2010-2011.

A \$330,000 grant to substantially rehabilitate seven (7) transitional units in a house owned and managed by the YWCA San Gabriel Valley was provided in FY 2010-2011.

Location: Confidential, for victims of domestic violence

Affordable units by type: 11 bedrooms in a unit, 7 of which are transitional housing, all non-senior

Affordable units by income category:

-no less than 4 units, extremely low income

-no less than 2 units, very low income

-no less than 1 unit, lower income

Duration of covenants: 55 years

Funding source: LMIHF

Renovations will begin in FY 2011-2012

Non-affordable Housing constructed or substantially rehabilitated inside the project area by the Agency or other parties during FY 2010-2011.

None.

- k. Information on owner-occupied units sold prior to the expiration of land use controls/covenants.

No owner-occupied units were sold during the FY 2010-2011.

- l. Total number of affordable units to be constructed within the next two years (July 2011 – June 2013) by any party under the terms of an executed agreement and the name and execution date of the agreement. These units may only be reported for a

period of two years from the execution date of the agreement

City Walk development: Italia and Citrus, Covina

Developer: Olson Company

Agreement execution date: May 18, 2010

Estimated completion date: FY 2012-2013

Amount encumbered: None

Amount designated: \$930,820

Unit type and amount: Eight moderate income units

Vintage Walk 2: Geneva and 3rd St., Covina

Developer: City Ventures Homebuilding

Agreement execution date: Dec. 6, 2005

Estimated completion date: FY 2012-2013

Amount encumbered: None

Amount designated: None

Unit type and amount: Three moderate income units

- m. The date and amount of all deposits and withdrawals of moneys deposited to and withdrawn from the Low and Moderate Income Housing Fund.

This information is available in Exhibit "D"

DESCRIPTION OF THE AGENCY'S PROGRESS IN ALLEVIATING BLIGHT IN FY 2010-2011

Agency funds were approved for the following program and project area study in FY 2010-2011:

Environmental Blight Remediation Business Loan Program - To provide business funding to address environmental blight issues, an Environmental Blight Remediation Business Loan Program was established to assist growing City of Covina businesses that are unable to access adequate sources of conventional financing to fund compliance with Federal, State and City environmental regulations. The program may make loans of up to \$30,000, depending on need. Loans will be made at zero interest and will be repaid over a period of three years, in regular monthly payments. The program is on hold pending State Action.

Redevelopment Project Area Study - The Agency Board approved an Agreement for Professional Services for consultant services to prepare a Redevelopment Project Area Study for Covina Revitalization Redevelopment Project No. One and No. Two. The study is on hold pending State Action.

For more detailed information, please see Blight Progress Report attached as Exhibit "B".

Agency Board made the required findings, and the Agency was able to pay for this public improvement that would not have occurred without redevelopment funds.

Citrus Avenue Auto Center (south) – The City entered into an exclusive right to negotiate agreement with a retailer for the site. Further discussions have been on hold pending State actions regarding AB1X 26 and AB1X 27.

The Kia, Acura, and VW auto dealerships currently located here are working to maintain their businesses during this time of economic downturn, therefore much of the Agency's efforts are in retention of jobs and revenue. The Agency did enter into an updated lease agreement on the Kia property with the new business owner to assure long term viability of the dealership and the jobs that it brings.

The Agency worked with local stakeholders at Shoppers Lane to work to eliminate blight and by providing a sustainable parking lot area. The project was described above.

Hospital Campus – The Agency continued discussion with Citrus Valley Health Partners regarding renovation/expansion of their Covina campus in fiscal year 2010-2011. Efforts to retain one of the City's largest employers and assist them in renovating their facility continue into this current fiscal year.

Citrus Avenue Auto Center (north) - In fiscal year 2006-2007, efforts were made towards development of the auto dealership sites located at the corner of San Bernardino Road and Citrus Avenue. Funding was approved and services were retained to provide architectural design guidelines and development standards for future development in July 2006. A Design for Development and an Exclusive Right to Negotiate (ERN) with the property owner were approved by the Agency Board in fiscal year 2007-2008. The ERN was extended on February 3, 2009, and expired August 2009. The Agency continues to market the site to potential developers and also provides contact information so that developers can follow-up with the current owner and/or lessee of the properties. The Agency anticipates development of the southwest corner property in the coming fiscal year. If the Agency is not eliminated by the State as a result of the Supreme Court's decision regarding AB1X 26 and AB1X 27, the Agency will work to assure that affordable housing is a part of that development.

Downtown and Agency Offices - Storefront improvements, business assistance, and miscellaneous maintenance items were mostly put on hold in fiscal year 2010-2011 due to the pending State actions regarding AB1X 26 and AB1X 27. The operation of the Covina Downtown Street Market continued to be overseen by the Agency. Agency support of the Downtown Business Area Enhancement District has continued. The annual Bluesapalooza/Thunderfest was partially funded by the Agency.

The search for new developers to design and construct mixed-use retail/housing projects in the Downtown continues. Two projects underway, Citrus Walk and Vintage Walk Phase II are described below.

Vintage Walk Phase II – This project is located on Third Avenue just south of the Metrolink train tracks at a blighted industrial building location. City Ventures is completing Phase II of the Vintage Walk project, which consists of 30 owner-occupied residential units. Three units will be available for purchase by those who qualify for moderate income assistance. Though not a mixed-use development it does support the concepts of transit adjacent development in that it offers great access to transportation options (Metrolink, Foothill Transit, Metro, and Covina Transit) and to downtown services, amenities, and businesses.

Olson Citrus Walk Project – This project is located in the area bounded by the 300 block of North Citrus, 116 and 120 East School Street, and 115, 117, and 125 East Italia Street. The Agency entered into a Disposition and Development Agreement with Olson for the Citrus Walk project in May of 2010. The Agency completed acquisition of the one remaining blighted property, relocated the tenants in the properties, completed all above ground demolition, and completed the sale of the nine parcels included in the project to the Olson Company. Olson is in the process of building a transit-oriented mixed-use project with 8,000 square feet of retail and 48 owner-occupied residential units. Eight of the units will be available for purchase by those who qualify for moderate income assistance.

Additional Projects – In addition to the projects listed above, the Agency worked on several other projects including but not limited to the following:

- Reached agreement with Covina Valley Unified School District to help fund a new industrial job training facility
- Worked with a multi-agency task force to consider a joint project to deal with region-wide issues along Arrow Highway.
- Worked with business owners in the project areas to assist them through the City's entitlement process and in dealing with regulatory entities such as Southern California Edison.
- Maintained and updated leases on Agency property and conveyed public facilities to the City.
- Conveyed units purchased as affordable housing units to the Housing Authority, including the property at 147-151 E. College Street. The Agency entered into escrow to sell this property for retail/restaurant use (later assigned to the Housing Authority), and will repay the Low and Moderate Income Housing Fund for monies expended.

Jobs created/lost in FY 2010-2011 as a result of Agency activities

Using the Impact Model for Individual CRA Projects, provided on the California Redevelopment Association website and applying it to the below-listed Redevelopment projects that were recently completed in Covina or are currently underway, 400 jobs were created as a result of the projects and would be at stake if the State were to eliminate Redevelopment Agencies. One hundred-fifty permanent jobs have been created as a result:

- Olson Citrus Walk Mixed Use Development Project
(49 For-sale residential units/8 Low/Mod. Income Housing Units & 8,300 sq. ft. of retail)
- City Ventures Vintage Walk Phase II

(30 For-sale residential transit-oriented development units complete the final phase of a total 90-unit housing development/9 of which are Low/Mod. Income Housing Units)

- Construction of New Lowes Hardware building at 1348 North Azusa Avenue
- Covina Redevelopment Agency provided a Residential Rehabilitation Loan to construct Low/Moderate Income Housing located at 200 West Rowland Street
- Covina Redevelopment Agency provided a Residential Rehabilitation Loan to construct a Habitat for Humanity Residence located at 436 East Cypress Street

All Agency actions were done in accordance with current redevelopment law and most of these programs and projects may be affected by State Action to eliminate local redevelopment agencies.

Respectfully submitted,

Daryl J. Parrish
Executive Director

Robert Neiuber
Deputy Executive Director

**REDEVELOPMENT AGENCIES
FINANCIAL TRANSACTIONS REPORT**

COVER PAGE

Covina Redevelopment Agency

Fiscal Year: **2011**

ID Number: **13981921900**

Certification:

I hereby certify that, to the best of my knowledge and belief, the report forms fairly reflect the financial transactions of the agency in accordance with the requirements as prescribed by the California State Controller.

Fiscal Officer

Signature

Title

Name (Please Print)

Date

Per Health and Safety Code section 33080, this report is due within six months after the end of the fiscal year. The report is to include two (2) copies of the agency's component unit audited financial statements and the report on the Status and Use of the Low and Moderate Income Housing Fund (HCD report). To meet the filing requirements, all portions must be received by the California State

Please complete, sign, and mail this cover page to either address below.

Mailing Address:

Express Mailing Address:

State Controller's Office
Division of Accounting and Reporting
Local Government Reporting Section
P. O. Box 942850
Sacramento, CA 94250

State Controller's Office
Division of Accounting and Reporting
Local Government Reporting Section
3301 C Street, Suite 700
Sacramento, CA 95816

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

General Information

Fiscal Year **2011**

Members of the Governing Body			
	Last Name	First Name	Middle Initial
Chairperson	King	John	
Member	Allen III	Walter	
Member	Delach	Peggy	
Member	Low	Robert	
Member	Stapleton	Kevin	
Member			

Mailing Address

Street 1 125 East College Street

Street 2

City Covina State CA Zip 91723-

Phone (626) 384-5400 Is Address Changed?

Agency Officials				
	Last Name	First Name	Middle Initial	Phone
Executive Director	Parrish	Daryl		(626) 384-5410
Fiscal Officer	de Alwis	Dilu		(626) 384-5516
Secretary	LeCroix	Catherine		(626) 384-5430

	Report Prepared By	Independent Auditor
Firm Name		Macias Gini and O'Connell
Last	Pacheco	Zhang
First	Debbie	May
Middle Initial		
Street	125 East College St	1201 Dove St., Suite 680
City	Covina	Newport Beach
State	CA	CA
Zip Code	91723-	92660-
Phone	(626) 384-5443	(949) 221-0025

Covina Redevelopment Agency
Redevelopment Agencies Financial Transactions Report

Achievement Information (Unaudited)

Fiscal Year 2011

**Indicate Only Those Achievements Completed During the Fiscal Year of this Report as a Direct Result
of the Activities of the Redevelopment Agency.**

Please provide a description of the agency's activities/accomplishments during the past year.

(Please be specific, as this information will be the basis for possible inclusion in the publication.)

Activity Report

See Exhibit A

Enter the amount of square footage completed this year by building type and segregated by new or rehabilitated construction.

Square Footage Completed

New Construction Rehabilitated

Commercial Buildings	0	0
Industrial Buildings	0	0
Public Buildings	0	0
Other Buildings	0	0
Total Square Footage	0	0

Enter the Number of Jobs Created from the Activities of the Agency

Types Completed

A=Utilities B=Recreation C=Landscaping D=Sewer/ Storm E=Streets/ Roads
F=Bus/Transit

Covina Redevelopment Agency
Redevelopment Agencies Financial Transactions Report

Audit Information

Fiscal Year 2011

Was the Report Prepared from Audited Financial Data, and Did You Submit a Copy of the Audit?

Indicate Financial Audit Opinion

If Financial Audit is not yet Completed, What is the Expected Completion Date?

If the Audit Opinion was Other than Unqualified, State Briefly the Reason Given

Was a Compliance Audit Performed in Accordance with Health and Safety Code Section 33080.1 and the State Controller's Guidelines for Compliance Audits, and Did You Submit a Copy of the Audit?

Indicate Compliance Audit Opinion

If Compliance Audit is not yet Completed, What is the Expected Completion Date?

If compliance opinion includes exceptions, state the areas of non-compliance, and describe the agency's efforts to correct.

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Project Area Report

Fiscal Year 2011

Project Area Name

Project Area One

Please Provide a Brief Description of the Activities for this Project Area During the Reporting Year.

Activity Report

See Exhibit B

Forwarded from Prior Year ?

Yes

Enter Code for Type of Project Area Report

P = Standard Project Area Report

A = Administrative Fund

L = Low and Moderate Income Housing Fund

M = Mortgage Revenue Bond Program

O = Other Miscellaneous Funds or Programs

S = Proposed (Survey) Project Area

Does the Plan Include Tax Increment Provisions?

Yes

Date Project Area was Established (MM-DD-YY)

Most Recent Date Project Area was Amended

Did this Amendment Add New Territory?

No

Most Recent Date Project Area was Merged

Will this Project Area be Carried Forward to Next Year?

Yes

Established Time Limit :

Repayment of Indebtedness (Year Only)

Effectiveness of Plan (Year Only)

New Indebtedness (Year Only)

Size of Project Area in Acres

Percentage of Land Vacant at the Inception of the Project Area

Health and Safety Code Section 33320.1 (xx.x%)

Percentage of Land Developed at the Inception of the Project Area

Health and Safety Code Section 33320.1 (xx.x%)

Objectives of the Project Area as Set Forth in the Project Area Plan

(Enter the Appropriate Code(s) in Sequence as Shown)

R = Residential I = Industrial C = Commercial P = Public O = Other

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Project Area Report

Fiscal Year 2011

Project Area Name

Project Area Two

Please Provide a Brief Description of the Activities for this Project Area During the Reporting Year.

Activity Report

See Exhibit C

Forwarded from Prior Year ?

Yes

Enter Code for Type of Project Area Report

P

P = Standard Project Area Report

A = Administrative Fund

L = Low and Moderate Income Housing Fund

M = Mortgage Revenue Bond Program

O = Other Miscellaneous Funds or Programs

S = Proposed (Survey) Project Area

Does the Plan Include Tax Increment Provisions?

Yes

Date Project Area was Established (MM-DD-YY)

9/29/1983

Most Recent Date Project Area was Amended

8/12/1987

Did this Amendment Add New Territory?

Yes

Most Recent Date Project Area was Merged

Will this Project Area be Carried Forward to Next Year?

Yes

Established Time Limit :

Repayment of Indebtedness (Year Only)

2037

Effectiveness of Plan (Year Only)

2027

New Indebtedness (Year Only)

2027

Size of Project Area in Acres

99

Percentage of Land Vacant at the Inception of the Project Area

10.0

Health and Safety Code Section 33320.1 (xx.x%)

Percentage of Land Developed at the Inception of the Project Area

90.0

Health and Safety Code Section 33320.1 (xx.x%)

Objectives of the Project Area as Set Forth in the Project Area Plan

RICP

(Enter the Appropriate Code(s) in Sequence as Shown)

R = Residential I = Industrial C = Commercial P = Public O = Other

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Assessed Valuation Data

Fiscal Year **2011**

Project Area Name	Project Area One
Frozen Base Assessed Valuation	46,896,703
Increment Assessed Valuation	683,280,159
Total Assessed Valuation	730,176,862

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Assessed Valuation Data

Fiscal Year **2011**

Project Area Name	Project Area Two
Frozen Base Assessed Valuation	31,274,646
Increment Assessed Valuation	152,395,235
Total Assessed Valuation	183,669,881

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Pass-Through / School District Assistance

Fiscal Year 2011

Project Area Name Project Area One

Tax Increment Pass Through Detail

Other Payments

Amounts Paid To Taxing Agencies Pursuant To:

H & S Code Section 33401	H & S Code Section 33676	H & S Code Section 33607	Total	H & S Code Section 33445	H & S Code Section 33445.5
--------------------------	--------------------------	--------------------------	-------	--------------------------	----------------------------

County			194,772	\$194,772		
Cities			63,197	\$63,197		
School Districts	522,960		76,689	\$599,649		
Community College Districts			12,345	\$12,345		
Special Districts			2,072	\$2,072		
Total Paid to Taxing Agencies	\$522,960	\$0	\$349,075	\$872,035	\$0	\$0
Net Amount to Agency				\$5,969,021		
Gross Tax Increment Generated				6,841,056		

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Pass-Through / School District Assistance

Fiscal Year 2011

Project Area Name Project Area Two

Amounts Paid To Taxing Agencies Pursuant To:	Tax Increment Pass Through Detail				Other Payments	
	H & S Code Section 33401	H & S Code Section 33676	H & S Code Section 33607	Total	H & S Code Section 33445	H & S Code Section 33445.5
County	53,354	22,844	607,176	\$683,374		
Cities			3,168	\$3,168		
School Districts			21,113	\$21,113		
Community College Districts			3,123	\$3,123		
Special Districts			240	\$240		
Total Paid to Taxing Agencies	\$53,354	\$22,844	\$634,820	\$711,018	\$0	\$0
Net Amount to Agency				\$777,830		
Gross Tax Increment Generated				1,488,848		

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Summary of the Statement of Indebtedness - Project Area

Fiscal Year	2011
Project Area Name	Project Area One
Tax Allocation Bond Debt	42,277,744
Revenue Bonds	
Other Long Term Debt	5,424,838
City/County Debt	
Low and Moderate Income Housing Fund	2,911,546
Other	37,012,883
Total	\$87,627,011
Available Revenues	
Net Tax Increment Requirements	\$87,627,011

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Summary of the Statement of Indebtedness - Project Area

Fiscal Year 2011

Project Area Name

Project Area Two

Tax Allocation Bond Debt

1,881,155

Revenue Bonds

Other Long Term Debt

City/County Debt

Low and Moderate Income Housing Fund

Other

16,180,578

Total

\$18,061,733

Available Revenues

Net Tax Increment Requirements

\$18,061,733

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Summary of the Statement of Indebtedness - Project Area

Fiscal Year	2011
Project Area Name	Project Area One
Tax Allocation Bond Debt	42,277,744
Revenue Bonds	
Other Long Term Debt	5,424,838
City/County Debt	
Low and Moderate Income Housing Fund	2,911,546
Other	37,012,883
Total	\$87,627,011
Available Revenues	
Net Tax Increment Requirements	\$87,627,011

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Summary of the Statement of Indebtedness - Project Area

Fiscal Year 2011

Project Area Name

Project Area Two

Tax Allocation Bond Debt

1,881,155

Revenue Bonds

Other Long Term Debt

City/County Debt

Low and Moderate Income Housing Fund

Other

16,180,578

Total

\$18,061,733

Available Revenues

Net Tax Increment Requirements

\$18,061,733

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Agency Long-Term Debt

Fiscal Year

Project Area Name

Forward from Prior Year	<input type="text" value="Yes"/>
Bond Type	<input type="text" value="Other"/>
Year of Authorization	<input type="text" value="1974"/>
Principal Amount Authorized	<input type="text" value="1,546,522"/>
Principal Amount Issued	<input type="text" value="1,546,522"/>
Purpose of Issue	<input type="text" value="Redevelopment Activities"/>
Maturity Date Beginning Year	<input type="text" value="1974"/>
Maturity Date Ending Year	<input type="text" value="2023"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text" value="\$656,516"/>
Adjustment Made During Year	<input type="text"/>
Adjustment Explanation	<input type="text"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text" value="113,156"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$543,360"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US;State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Agency Long-Term Debt

Fiscal Year
Project Area Name

Forward from Prior Year	<input type="text" value="Yes"/>
Bond Type	<input type="text" value="Other"/>
Year of Authorization	<input type="text" value="2002"/>
Principal Amount Authorized	<input type="text" value="150,393"/>
Principal Amount Issued	<input type="text" value="150,393"/>
Purpose of Issue	<input type="text" value="Compensated Absences"/>
Maturity Date Beginning Year	<input type="text" value="2002"/>
Maturity Date Ending Year	<input type="text" value="2002"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text" value="\$62,610"/>
Adjustment Made During Year	<input type="text" value="87,783"/>
Adjustment Explanation	<input type="text" value="Increased during the fiscal year"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$150,393"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US;State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Agency Long-Term Debt

Fiscal Year

Project Area Name

Forward from Prior Year	<input type="text" value="Yes"/>
Bond Type	<input type="text" value="Tax Allocation Bonds"/>
Year of Authorization	<input type="text" value="1997"/>
Principal Amount Authorized	<input type="text" value="6,350,000"/>
Principal Amount Issued	<input type="text" value="6,350,000"/>
Purpose of Issue	<input type="text" value="Redevelopment Activities"/>
Maturity Date Beginning Year	<input type="text" value="1997"/>
Maturity Date Ending Year	<input type="text" value="2018"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text" value="\$3,495,000"/>
Adjustment Made During Year	<input type="text"/>
Adjustment Explanation	<input type="text"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text" value="315,000"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$3,180,000"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US;State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Agency Long-Term Debt

Fiscal Year
Project Area Name

Forward from Prior Year	<input type="text" value="Yes"/>
Bond Type	<input type="text" value="Tax Allocation Bonds"/>
Year of Authorization	<input type="text" value="1997"/>
Principal Amount Authorized	<input type="text" value="1,995,000"/>
Principal Amount Issued	<input type="text" value="1,995,000"/>
Purpose of Issue	<input type="text" value="Redevelopment Activities"/>
Maturity Date Beginning Year	<input type="text" value="1998"/>
Maturity Date Ending Year	<input type="text" value="2022"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text" value="\$1,330,000"/>
Adjustment Made During Year	<input type="text"/>
Adjustment Explanation	<input type="text"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text" value="70,000"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$1,260,000"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US;State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Agency Long-Term Debt

Fiscal Year 2011

Project Area Name Project Area One

Forward from Prior Year	Yes
Bond Type	Tax Allocation Bonds
Year of Authorization	2002
Principal Amount Authorized	12,073,602
Principal Amount Issued	12,073,602
Purpose of Issue	Redevelopment Activities
Maturity Date Beginning Year	2002
Maturity Date Ending Year	2023
Principal Amount Unmatured Beginning of Fiscal Year	\$11,078,251
Adjustment Made During Year	
Adjustment Explanation	
Interest Added to Principal	
Principal Amount Issued During Fiscal Year	459,695
Principal Amount Matured During Fiscal Year	305,000
Principal Amount Defeased During Fiscal Year	
Principal Amount Unmatured End of Fiscal Year	\$11,232,946
Principal Amount In Default	
Interest In Default	

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US/State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Agency Long-Term Debt

Fiscal Year
Project Area Name

Forward from Prior Year	<input type="text" value="Yes"/>
Bond Type	<input type="text" value="Tax Allocation Bonds"/>
Year of Authorization	<input type="text" value="2004"/>
Principal Amount Authorized	<input type="text" value="4,875,000"/>
Principal Amount Issued	<input type="text" value="4,875,000"/>
Purpose of Issue	<input type="text" value="Project Area Funding"/>
Maturity Date Beginning Year	<input type="text" value="2005"/>
Maturity Date Ending Year	<input type="text" value="2011"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text" value="\$1,525,000"/>
Adjustment Made During Year	<input type="text"/>
Adjustment Explanation	<input type="text"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text" value="745,000"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$780,000"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US/State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Agency Long-Term Debt

Fiscal Year

Project Area Name

Forward from Prior Year	<input type="text" value="Yes"/>
Bond Type	<input type="text" value="Tax Allocation Bonds"/>
Year of Authorization	<input type="text" value="2004"/>
Principal Amount Authorized	<input type="text" value="17,240,000"/>
Principal Amount Issued	<input type="text" value="17,240,000"/>
Purpose of Issue	<input type="text" value="Project Funding"/>
Maturity Date Beginning Year	<input type="text" value="2005"/>
Maturity Date Ending Year	<input type="text" value="2023"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text" value="\$14,185,000"/>
Adjustment Made During Year	<input type="text"/>
Adjustment Explanation	<input type="text"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text" value="685,000"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$13,500,000"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US;State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Agency Long-Term Debt

Fiscal Year
Project Area Name

Forward from Prior Year	<input type="text" value="Yes"/>
Bond Type	<input type="text" value="Tax Allocation Bonds"/>
Year of Authorization	<input type="text" value="2004"/>
Principal Amount Authorized	<input type="text" value="4,735,000"/>
Principal Amount Issued	<input type="text" value="4,735,000"/>
Purpose of Issue	<input type="text" value="Project Funding Area"/>
Maturnty Date Beginning Year	<input type="text" value="2005"/>
Maturnty Date Ending Year	<input type="text" value="2023"/>
Principal Amount Unmatured Beginning of Fiscal Year	<input type="text" value="\$3,855,000"/>
Adjustment Made During Year	<input type="text"/>
Adjustment Explanation	<input type="text"/>
Interest Added to Principal	<input type="text"/>
Principal Amount Issued During Fiscal Year	<input type="text"/>
Principal Amount Matured During Fiscal Year	<input type="text" value="200,000"/>
Principal Amount Defeased During Fiscal Year	<input type="text"/>
Principal Amount Unmatured End of Fiscal Year	<input type="text" value="\$3,655,000"/>
Principal Amount In Default	<input type="text"/>
Interest In Default	<input type="text"/>

Bond Types Allowed:

Tax Allocation Bonds; Revenue Bonds; Certificates of Participation; Tax Allocation Notes; Financing Authority Bonds; City/County Debt; US/State; Loans; Lease Obligations; Notes; Deferred Pass-Throughs; Deferred Compensation; Other

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Non-Agency Long-Term Debt

Fiscal Year 2011

Project Area Name Project Area One

Forward from Prior Year	Yes
Bond Type	Mortgage Revenue Bonds
Year of Authorization	2000
Principal Amount Authorized	13,980,000
Principal Amount Issued	13,980,000
Purpose of Issue	Refunding Mortgage Revenue Bonds
Maturity Date Beginning Year	2001
Maturity Date Ending Year	2024
Principal Amount Unmatured Beginning of Fiscal Year	10,610,030
Adjustment Made During Year	
Adjustment Explanation	
Principal Amount Issued During Fiscal Year	
Principal Amount Matured During Fiscal Year	302,828
Principal Amount Defeased During Fiscal Year	
Principal Amount Unmatured End of Fiscal Year	\$10,307,202
Principal Amount in Default	
Interest in Default	

Bond Types Allowed:
Mortgage Revenue; Industrial Development; Commercial Revenue Bond; Certificate of Participation

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Revenues

Fiscal Year 2011

Project Area Name Project Area One

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	Total
Tax Increment Gross <i>(Include All Apportionments)</i>		5,472,845	1,368,211		\$6,841,056
Special Supplemental Subvention					\$0
Property Assessments					\$0
Sales and Use Tax					\$0
Transient Occupancy Tax					\$0
Interest Income	280,528	15,690	41,842		\$338,060
Rental Income	679,829				\$679,829
Lease Income					\$0
Sale of Real Estate					\$0
Gain on Land Held for Resale					\$0
Federal Grants					\$0
Grants from Other Agencies					\$0
Bond Administrative Fees					\$0
Other Revenues	39,466		360		\$39,826
Total Revenues	\$999,823	\$5,488,535	\$1,410,413	\$0	\$7,898,771

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Revenues

Fiscal Year

Project Area Name

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	Total
Tax Increment Gross <i>(Include All Apportionments)</i>		1,191,078	297,770		\$1,488,848
Special Supplemental Subvention					\$0
Property Assessments					\$0
Sales and Use Tax					\$0
Transient Occupancy Tax					\$0
Interest Income	61,150	1,212	52,849		\$115,211
Rental Income			20,000		\$20,000
Lease Income					\$0
Sale of Real Estate					\$0
Gain on Land Held for Resale					\$0
Federal Grants					\$0
Grants from Other Agencies					\$0
Bond Administrative Fees					\$0
Other Revenues	28,483				\$28,483
Total Revenues	\$89,633	\$1,192,290	\$370,619	\$0	\$1,652,542

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Expenditures

Fiscal Year 2011

Project Area Name Project Area One

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Administration Costs	1,275,305	123,933	459,303		\$1,858,541
Professional Services	276,032		70,055		\$346,087
Planning, Survey, and Design					\$0
Real Estate Purchases					\$0
Acquisition Expense					\$0
Operation of Acquired Property	705,554		16,497		\$722,051
Relocation Costs	768,410				\$768,410
Relocation Payments					\$0
Site Clearance Costs					\$0
Project Improvement / Construction Costs					\$0
Disposal Costs					\$0
Loss on Disposition of Land Held for Resale	6,530,422		1,310,589		\$7,841,011

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Expenditures

Fiscal Year 2011

Project Area Name Project Area One

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Decline in Value of Land Held for Resale					\$0
Rehabilitation Costs	369,953		580,820		\$950,773
Rehabilitation Grants	108,900		20,081		\$128,981
Interest Expense		1,227,330	196,228		\$1,423,558
Fixed Asset Acquisitions					\$0
Subsidies to Low and Moderate Income Housing					\$0
Debt Issuance Costs					\$0
Other Expenditures Including Pass-Through Payment(s)		872,035			\$872,035
Debt Principal Payments:					
Tax Allocation Bonds and Notes		2,050,000	200,000		\$2,250,000
Revenue Bonds, Certificates of Participation, Financing Authority Bonds					\$0
City/County Advances and Loans					\$0
All Other Long-Term Debt		113,156			\$113,156
Total Expenditures	\$10,034,576	\$4,386,454	\$2,853,573	\$0	\$17,274,603
Excess (Deficiency) Revenues over (under) Expenditures	(\$9,034,753)	\$1,102,081	(\$1,443,160)	\$0	(\$9,375,832)

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Expenditures

Fiscal Year 2011

Project Area Name Project Area Two

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Administration Costs	129,678	20,368	9,020		\$159,066
Professional Services	53,480		11,271		\$64,751
Planning, Survey, and Design					\$0
Real Estate Purchases					\$0
Acquisition Expense					\$0
Operation of Acquired Property	5,920				\$5,920
Relocation Costs					\$0
Relocation Payments					\$0
Site Clearance Costs					\$0
Project Improvement / Construction Costs					\$0
Disposal Costs					\$0
Loss on Disposition of Land Held for Resale	270,811				\$270,811

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Expenditures

Fiscal Year 2011

Project Area Name Project Area Two

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Decline in Value of Land Held for Resale					\$0
Rehabilitation Costs	379,522		350,000		\$729,522
Rehabilitation Grants	50,000		330,000		\$380,000
Interest Expense		112,009			\$112,009
Fixed Asset Acquisitions					\$0
Subsidies to Low and Moderate Income Housing			226,623		\$226,623
Debt Issuance Costs					\$0
Other Expenditures Including Pass- Through Payment(s)		711,018			\$711,018
Debt Principal Payments:					
Tax Allocation Bonds and Notes		70,000			\$70,000
Revenue Bonds, Certificates of Participation, Financing Authority Bonds					\$0
City/County Advances and Loans					\$0
All Other Long-Term Debt					\$0
Total Expenditures	\$889,411	\$913,395	\$926,914	\$0	\$2,729,720
Excess (Deficiency) Revenues over (under) Expenditures	(\$799,778)	\$278,895	(\$556,295)	\$0	(\$1,077,178)

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Other Financing Sources

Fiscal Year

2011

Project Area Name

Project Area One

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Proceeds of Long-Term Debt					\$0
Proceeds of Refunding Bonds					\$0
Payment to Refunded Bond Escrow Agent					\$0
Advances from City/County					\$0
Sale of Fixed Assets					\$0
Miscellaneous Financing Sources (Uses)					\$0
Operating Transfers In	2,215,000	1,153,400			\$3,368,400
Tax Increment Transfers In					\$0
Operating Transfers Out	1,153,400	2,215,000			\$3,368,400
Tax Increment Transfers Out					\$0
<i>(To the Low and Moderate Income Housing Fund)</i>					
Total Other Financing Sources (Uses)	\$1,061,600	(\$1,061,600)	\$0	\$0	\$0

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Other Financing Sources

Fiscal Year

2011

Project Area Name

Project Area One

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Financing Uses	(\$7,973,153)	\$40,481	(\$1,443,160)	\$0	(\$9,375,832)
Equity, Beginning of Period	\$33,314,741	\$435,715	\$14,188,875	\$0	\$47,939,331
Prior Period Adjustments					\$0
Residual Equity Transfers					\$0
Equity, End of Period	\$25,341,588	\$476,196	\$12,745,715	\$0	\$38,563,499

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Other Financing Sources

Fiscal Year

2011

Project Area Name

Project Area Two

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Proceeds of Long-Term Debt					\$0
Proceeds of Refunding Bonds					\$0
Payment to Refunded Bond Escrow Agent					\$0
Advances from City/County					\$0
Sale of Fixed Assets					\$0
Miscellaneous Financing Sources (Uses)					\$0
Operating Transfers In	275,000	144,030			\$419,030
Tax Increment Transfers In					\$0
Operating Transfers Out	144,030	275,000			\$419,030
Tax Increment Transfers Out					\$0
<i>(To the Low and Moderate Income Housing Fund)</i>					
Total Other Financing Sources (Uses)	\$130,970	(\$130,970)	\$0	\$0	\$0

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Other Financing Sources

Fiscal Year

Project Area Name

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing	Special Revenue/Other	Total
Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Financing Uses	(\$668,808)	\$147,925	(\$556,295)	\$0	(\$1,077,178)
Equity, Beginning of Period	\$2,573,823	\$256,826	\$305,993	\$0	\$3,136,642
Prior Period Adjustments					\$0
Residual Equity Transfers					\$0
Equity, End of Period	\$1,905,015	\$404,751	(\$250,302)	\$0	\$2,059,464

Covina Redevelopment Agency
Redevelopment Agencies Financial Transactions Report

Balance Sheet - Assets and Other Debits

Fiscal Year	2011	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	General Long- Term Debt	General Fixed Assets	Total
Assets and Other Debits								
Cash and Imprest Cash		19,045,027	2,522,402	6,619,260				\$28,186,689
Cash with Fiscal Agent			1,418,394					\$1,418,394
Tax Increments Receivable			359,403	59,542				\$418,945
Accounts Receivable		430,145	187,186	3,755				\$621,086
Accrued Interest Receivable		3,464						\$3,464
Loans Receivable		468,269		2,297,501				\$2,765,770
Contracts Receivable								\$0
Lease Payments Receivable								\$0
Unearned Finance Charge								\$0
Due from Capital Projects Fund								\$0
Due from Debt Service Fund				3,390,509				\$3,390,509
Due from Low/Moderate Income Housing Fund								\$0
Due from Special Revenue/Other Funds								\$0

Covina Redevelopment Agency
Redevelopment Agencies Financial Transactions Report

Balance Sheet - Assets and Other Debits

Fiscal Year	2011	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	General Long- Term Debt	General Fixed Assets	Total
Investments								\$0
Other Assets		447,102	34,322	2,855				\$484,279
Investments: Land Held for Resale		8,544,608		202,773				\$8,747,381
Allowance for Decline In Value of Land Held for Resale								\$0
Fixed Assets: Land, Structures, and Improvements								\$0
Equipment								\$0
Amount Available In Debt Service Fund								\$0
Amount to be Provided for Payment of Long-Term Debt						34,301,699		\$34,301,699
Total Assets and Other Debits		\$28,938,615	\$4,521,707	\$12,576,195	\$0	\$34,301,699	\$0	\$80,338,216

(Must Equal Total Liabilities, Other Credits, and Equities)

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Balance Sheet - Liabilities and Other Credits

Fiscal Year	2011	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	General Long- Term Debt	General Fixed Assets	Total
Liabilities and Other Credits								
Accounts Payable		1,602,587	70,025	23,766				\$1,696,378
Interest Payable								\$0
Tax Anticipation Notes Payable								\$0
Loans Payable								\$0
Other Liabilities		89,425	180,226	57,016				\$326,667
Due to Capital Projects Fund								\$0
Due to Debt Service Fund								\$0
Due to Low/Moderate Income Housing Fund			3,390,509					\$3,390,509
Due to Special Revenue/Other Funds								\$0
Tax Allocation Bonds Payable						33,607,946		\$33,607,946
Lease Revenue, Certificates of Participation Payable, Financing Authority Bonds								\$0
All Other Long-Term Debt						693,753		\$693,753
Total Liabilities and Other Credits		\$1,692,012	\$3,640,760	\$80,782	\$0	\$34,301,699		\$39,715,253

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Balance Sheet - Liabilities and Other Credits

Fiscal Year	2011	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	General Long-Term Debt	General Fixed Assets	Total
Equities								
Investment In General Fixed Assets								\$0
Fund Balance Reserved		27,246,603	880,947	12,495,413				\$40,622,963
Fund Balance Unreserved-Designated								\$0
Fund Balance Unreserved-Undesignated								\$0
Total Equities		\$27,246,603	\$880,947	\$12,495,413	\$0		\$0	\$40,622,963
Total Liabilities, Other Credits, and Equities		\$28,938,615	\$4,521,707	\$12,576,195	\$0	\$34,301,699	\$0	\$80,338,216

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Statement of Income and Expenditures - Summary, Combined Transfers In/Out

Fiscal Year	2011	
Operating Transfers In		\$3,787,430
Tax Increment Transfers In		\$0
Operating Transfers Out		\$3,787,430
Tax Increment Transfers Out		\$0

Covina Redevelopment Agency
Redevelopment Agencies Financial Transactions Report
Statement of Income and Expenditures
Revenues - Consolidated

Fiscal Year 2011

	Capital Project Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	Total
Tax Increment Gross	\$0	\$6,663,923	\$1,665,981	\$0	\$8,329,904
Special Supplemental Subvention	\$0	\$0	\$0	\$0	\$0
Property Assessments	\$0	\$0	\$0	\$0	\$0
Sales and Use Tax	\$0	\$0	\$0	\$0	\$0
Transient Occupancy Tax	\$0	\$0	\$0	\$0	\$0
Interest Income	\$341,678	\$16,902	\$94,691	\$0	\$453,271
Rental Income	\$679,829	\$0	\$20,000	\$0	\$699,829
Lease Income	\$0	\$0	\$0	\$0	\$0
Sale of Real Estate	\$0	\$0	\$0	\$0	\$0
Gain on Land Held for Resale	\$0	\$0	\$0	\$0	\$0
Federal Grants	\$0	\$0	\$0	\$0	\$0
Grants from Other Agencies	\$0	\$0	\$0	\$0	\$0
Bond Administrative Fees	\$0	\$0	\$0	\$0	\$0
Other Revenues	\$67,949	\$0	\$360	\$0	\$68,309
Total Revenues	\$1,089,456	\$6,680,825	\$1,781,032	\$0	\$9,551,313

Covina Redevelopment Agency
Redevelopment Agencies Financial Transactions Report
Statement of Income and Expenditures
Expenditures - Consolidated

Fiscal Year 2011

	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	Total
Administration Costs	\$1,404,983	\$144,301	\$468,323	\$0	\$2,017,607
Professional Services	\$329,512	\$0	\$81,326	\$0	\$410,838
Planning, Survey, and Design	\$0	\$0	\$0	\$0	\$0
Real Estate Purchases	\$0	\$0	\$0	\$0	\$0
Acquisition Expense	\$0	\$0	\$0	\$0	\$0
Operation of Acquired Property	\$711,474	\$0	\$16,497	\$0	\$727,971
Relocation Costs	\$768,410	\$0	\$0	\$0	\$768,410
Relocation Payments	\$0	\$0	\$0	\$0	\$0
Site Clearance Costs	\$0	\$0	\$0	\$0	\$0
Project Improvement / Construction Costs	\$0	\$0	\$0	\$0	\$0
Disposal Costs	\$0	\$0	\$0	\$0	\$0
Loss on Disposition of Land Held for Resale	\$6,801,233	\$0	\$1,310,589	\$0	\$8,111,822

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Fiscal Year 2011

	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	Total
	A	B	C	D	E
Decline in Value of Land Held for Resale	\$0	\$0	\$0	\$0	\$0
Rehabilitation Costs	\$749,475	\$0	\$930,820	\$0	\$1,680,295
Rehabilitation Grants	\$158,900	\$0	\$350,081	\$0	\$508,981
Interest Expense	\$0	\$1,339,339	\$196,228	\$0	\$1,535,567
Fixed Asset Acquisitions	\$0	\$0	\$0	\$0	\$0
Subsidies to Low and Moderate Income Housing Fund	\$0	\$0	\$226,623	\$0	\$226,623
Debt Issuance Costs	\$0	\$0	\$0	\$0	\$0
Other Expenditures Including Pass Through Payment(s)	\$0	\$1,583,053	\$0	\$0	\$1,583,053
Debt Principal Payments:					
Tax Allocation Bonds and Notes	\$0	\$2,120,000	\$200,000	\$0	\$2,320,000
Revenue Bonds and Certificates of Participation	\$0	\$0	\$0	\$0	\$0
City/County Advances and Loans	\$0	\$0	\$0	\$0	\$0
U.S., State and Other Long-Term Debt	\$0	\$113,156	\$0	\$0	\$113,156
Total Expenditures	\$10,923,987	\$5,299,849	\$3,780,487	\$0	\$20,004,323
Excess (Deficiency) Revenues Over (Under) Expenditures	(\$9,834,531)	\$1,380,976	(\$1,999,455)	\$0	(\$10,453,010)

Expenditures - Consolidated

Page 2

12/12/2011

Covina Redevelopment Agency
Redevelopment Agencies Financial Transactions Report
Statement of Income and Expenditures
Other Financing Sources (Uses) - Consolidated

Fiscal Year 2011

	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	Total
Proceeds of Long-Term Debt	\$0	\$0	\$0	\$0	\$0
Proceeds of Refunding Bonds	\$0	\$0	\$0	\$0	\$0
Payment to Refunded Bond Escrow Agent	\$0	\$0	\$0	\$0	\$0
Advances from City/County	\$0	\$0	\$0	\$0	\$0
Sale of Fixed Assets	\$0	\$0	\$0	\$0	\$0
Miscellaneous Financing Sources (Uses)	\$0	\$0	\$0	\$0	\$0
Operating Transfers In	\$2,490,000	\$1,297,430	\$0	\$0	\$3,787,430
Tax Increment Transfers In			\$0		\$0
Operating Transfers Out	\$1,297,430	\$2,490,000	\$0	\$0	\$3,787,430
Tax Increment Transfers Out	\$0	\$0			\$0
<i>(To the Low and Moderate Income Housing Fund)</i>					
Total Other Financing Sources (Uses)	\$1,192,570	(\$1,192,570)	\$0	\$0	\$0

Covina Redevelopment Agency
Redevelopment Agencies Financial Transactions Report
Statement of Income and Expenditures
Other Financing Sources (Uses) - Consolidated

	Capital Projects Funds	Debt Service Funds	Low/Moderate Income Housing Funds	Special Revenue/Other Funds	Total
	A	B	C	D	E
Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Financing Uses	(\$8,641,961)	\$188,406	(\$1,999,455)	\$0	(\$10,453,010)
Equity Beginning of Period	\$35,888,564	\$692,541	\$14,494,868	\$0	\$51,075,973
Prior Year Adjustments	\$0	\$0	\$0	\$0	\$0
Residual Equity Transfers	\$0	\$0	\$0	\$0	\$0
Other (Explain)	\$0	\$0	\$0	\$0	\$0
Equity, End of Period	\$27,246,603	\$880,947	\$12,495,413	\$0	\$40,622,963

Covina Redevelopment Agency

Redevelopment Agencies Financial Transactions Report

Detailed Summary of Footnotes For Fiscal Year 2010-11

Forms	Column	Additional Details	Footnotes
Project Areas Report			
New Indebtedness	A	PROJECT_AREA_NAME = 'Project Area Two'	The Redevelopment Plan was amended by Ordinance to eliminate the time in which to incur debt.
New Indebtedness	A	PROJECT_AREA_NAME = 'Project Area One'	The Redevelopment Plan was amended by Ordinance to eliminate the time in which to incur debt.

EXHIBIT A

The Agency's activities for fiscal year 2010-2011 include Citrus Walk, Vintage Walk Phase II, Covina Gardens, Shoppers Lane Parking Lot, and Heritage Plaza Park. The Agency's activities also included dealing with the potential elimination of local redevelopment agencies by the State that led to several Agency actions regarding long term contracts with the City to continue services, the formation of a Housing Authority, and the agreement to pay the "voluntary payment" to the State so that the Agency could continue (this is currently on hold pending a State Supreme Court decision).

Olson Citrus Walk Project – This project is located in the area bounded by the 300 block of North Citrus, 116 and 120 East School Street, and 115, 117, and 125 East Italia Street. The Agency entered into a Disposition and Development Agreement with Olson for the Citrus Walk project in May of 2010. The Agency completed acquisition of the one remaining blighted property, relocated the tenants in the properties, completed all above ground demolition, and completed the sale of the nine parcels included in the project to the Olson Company. Olson is in the process of building a transit oriented mixed-use project with 8,000 square feet of retail and 48 owner-occupied residential units. Eight of the units will be available for purchase by those who qualify for moderate income assistance.

Vintage Walk Phase II – This project is located on Third Avenue just south of the Metrolink train tracks at a blighted industrial building location. City Ventures is completing construction of Phase II of the Vintage Walk project, which consists of 30 owner-occupied residential units. Three units will be available for purchase by those who qualify for moderate income assistance. Though not a mixed-use development it does support the concepts of transit adjacent development in that it offers great access to transportation options (Metrolink, Foothill Transit, Metro, and Covina Transit) and to downtown services, amenities, and businesses.

Covina Gardens – This housing project is located outside of the project areas on the 200 block of West Rowland. The Agency adopts resolutions with the required findings each year that allow the Agency to spend of housing set-aside funds outside of the project area. Covina Gardens is the substantial rehab of 89 apartment units and covenants assuring their affordability for the next 55 years. The covenants were recorded and land entitlements and building plans were processed in anticipation of construction.

Shoppers Lane Parking Lot – This public project in the 600 block of Shoppers Lane involved improving sustainability and decreasing long term maintenance costs that helped transform a formerly blighted and dark parking lot into a clean solar lighted lot. The Agency Board made the required findings, and the Agency was able to pay for this public improvement that would not have occurred without redevelopment funds.

Heritage Plaza Park – This public project in the 400 block of North Citrus Avenue included the improvement of an underused public facility and incorporated the design of the park into the City's transit oriented downtown Town Center Specific Plan. The new park will provide those who visit, shop, and live within the Downtown area a location for gathering and enjoyment. The

Agency Board made the required findings, and the Agency was able to pay for this public improvement that would not have occurred without redevelopment funds.

Citrus Avenue Auto Center (south) – The City entered into an extended exclusive right to negotiate agreement with a retailer for the site. Further discussions have been on hold pending State actions.

The Kia, Acura, and VW auto dealerships currently located here are working to maintain their businesses during this time of economic downturn, therefore much of the Agency's efforts are in retention of jobs and revenue. The Agency did enter into an update lease agreement on the Kia property with the new business owner to assure long term viability of the dealership and the jobs that it brings.

The Agency worked with local stakeholders at Shoppers Lane to eliminate blight and by providing a sustainable parking lot area. That project was described above.

Hospital Campus – The Agency continued discussion with Citrus Valley Health Partners regarding renovation/expansion of their Covina campus in fiscal year 10-11. Efforts to retain one of the City's largest employers and assist them in renovating their facility continue into this current fiscal year.

Citrus Avenue Auto Center (north) - In fiscal year 06-07, efforts were made towards development of the auto dealership sites located at the corner of San Bernardino Road and Citrus Avenue. Funding was approved and services were retained to provide architectural design guidelines and development standards for future development in July 2006. A Design for Development and an Exclusive Right to Negotiate (ERN) with the property owner were approved by the Agency Board in 2007-2008. The ERN was extended on February 3, 2009, and expired August 2009. The Agency continues to market the site to potential developers and also provides contact information so that developers can follow-up with the current owner and/or lessee of the properties. The Agency anticipates development of the southwest corner property in the coming fiscal year. If the Agency is not eliminated by the State, we will work to assure that affordable housing is a part of that development.

Downtown and Agency Offices - Storefront improvements, business assistance, and miscellaneous maintenance items were mostly put on hold in 2010-11 due to the pending State actions regarding local redevelopment agencies. The operation of the Covina Downtown Street Market continued to be overseen by the Agency. Agency support of the Downtown Business Area Enhancement District continued. The annual Bluesapalooza/Thunderfest was partially funded by the Agency.

The search for new developers to design and construct mixed-use retail/housing projects in the Downtown continues. Two projects underway Citrus Walk and Heritage Walk Phase II are described above.

In addition to the aforementioned projects the Agency worked on several other projects including but not limited to the following. The Agency entered into an agreement with the

Covina Valley Unified School District to help fund a new industrial job training facility. The Agency worked with a multi-Agency task force to consider a joint project to deal with region wide issues along Arrow highway. The Agency donated a property purchased with low-to moderate income housing funds to Habitat for Humanity and they are finalizing construction of a single family home for a qualifying family. Agency staff worked with business owners in the project areas to assist them through the City's entitlement processes and in dealing with regulatory entities like Edison. The Agency maintained and updated leases on Agency property and conveyed public facilities to the City. All of these were done in accordance with current redevelopment law and most of these may be affected by the State's actions to eliminate local redevelopment agencies.

EXHIBIT B

The Agency's activities for fiscal year 2010-2011 include Covina Gardens, Shoppers Lane Parking Lot, Citrus Avenue South and the Hospital Campus. The Agency's activities also included dealing with the potential elimination of local redevelopment agencies by the State that led to several Agency actions regarding long term contracts with the City to continue services, the formation of a Housing Authority, and the agreement to pay the "voluntary payment" to the State so that the Agency could continue (this is currently on hold pending a State Supreme Court decision).

Covina Gardens – This housing project is located just outside of Project Area One on the 200 block of West Rowland. The Agency adopts resolutions with the required findings each year that allow the Agency to spend of housing set-aside funds outside of the project area. Covina Gardens is the substantial rehab of 89 apartment units and covenants assuring their affordability for the next 55 years. The covenants were recorded and land entitlements and building plans were processed in anticipation of construction.

Shoppers Lane Parking Lot – This public project in the 600 block of Shoppers Lane involved improving sustainability and decreasing long term maintenance costs that helped transform a formerly blighted and dark parking lot into a clean solar lighted lot. The Agency Board made the required findings, and the Agency was able to pay for this public improvement that would not have occurred without redevelopment funds.

Citrus Avenue Auto Center (south) – The City entered into an extended exclusive right to negotiate agreement with a retailer for the site. Further discussions have been on hold pending State actions.

The Kia, Acura, and VW auto dealerships currently located here are working to maintain their businesses during this time of economic downturn, therefore much of the Agency's efforts are in retention of jobs and revenue. The Agency did enter into an update lease agreement on the Kia property with the new business owner to assure long term viability of the dealership and the jobs that it brings.

The Agency worked with local stakeholders at Shoppers Lane to eliminate blight and by providing a sustainable parking lot area. That project was described above..

Hospital Campus – The Agency continued discussion with Citrus Valley Health Partners regarding renovation/expansion of their Covina campus in fiscal year 10-11. Efforts to retain one of the City's largest employers and assist them in renovating their facility continue into this current fiscal year.

In addition to the aforementioned projects the Agency worked on several other projects including but not limited to the following. The Agency entered into an agreement with the Covina Valley Unified School District to help fund a new industrial job training facility adjacent to Project Area One. The Agency worked with a multi-Agency task force to consider a joint project to deal with region wide issues along Arrow highway that included areas within Project

Area One. The Agency donated a property purchased with low-to moderate income housing funds to Habitat for Humanity and they are finalizing construction of a single family home for a qualifying family near Project Area One. Agency staff worked with business owners in Project Area One to assist them through the City's entitlement processes and in dealing with regulatory entities like Edison. The Agency maintained and updated leases on Agency property and conveyed public facilities to the City. All of these were done in accordance with current redevelopment law and most of these may be affected by the State's actions to eliminate local redevelopment agencies.

EXHIBIT C

The Agency's activities for fiscal year 2010-2011 include Citrus Walk, Vintage Walk Phase II, Heritage Plaza Park, Citrus Avenue Auto Center North, and the downtown. The Agency's activities also included dealing with the potential elimination of local redevelopment agencies by the State that led to several Agency actions regarding long term contracts with the City to continue services, the formation of a Housing Authority, and the agreement to pay the "voluntary payment" to the State so that the Agency could continue (this is currently on hold pending a State Supreme Court decision).

Olson Citrus Walk Project – This project is located in the area bounded by the 300 block of North Citrus, 116 and 120 East School Street, and 115, 117, and 125 East Italia Street. The Agency entered into a Disposition and Development Agreement with Olson for the Citrus Walk project in May of 2010. The Agency completed acquisition of the one remaining blighted property, relocated the tenants in the properties, completed all above ground demolition, and completed the sale of the nine parcels included in the project to the Olson Company. Olson is in the process of building a transit oriented mixed-use project with 8,000 square feet of retail and 48 owner-occupied residential units. Eight of the units will be available for purchase by those who qualify for moderate income assistance.

Vintage Walk Phase II – This project is located on Third Avenue just south of the Metrolink train tracks at a blighted industrial building location. City Ventures is completing construction of Phase II of the Vintage Walk project, which consists of 30 owner-occupied residential units. Three units will be available for purchase by those who qualify for moderate income assistance. Though not a mixed-use development it does support the concepts of transit adjacent development in that it offers great access to transportation options (Metrolink, Foothill Transit, Metro, and Covina Transit) and to downtown services, amenities, and businesses.

Heritage Plaza Park – This public project in the 400 block of North Citrus Avenue included the improvement of an underused public facility and incorporated the design of the park into the City's transit oriented downtown Town Center Specific Plan. The new park will provide those who visit, shop, and live within the Downtown area a location for gathering and enjoyment. The Agency Board made the required findings, and the Agency was able to pay for this public improvement that would not have occurred without redevelopment funds.

Citrus Avenue Auto Center (north) - In fiscal year 06-07, efforts were made towards development of the auto dealership sites located at the corner of San Bernardino Road and Citrus Avenue. Funding was approved and services were retained to provide architectural design guidelines and development standards for future development in July 2006. A Design for Development and an Exclusive Right to Negotiate (ERN) with the property owner were approved by the Agency Board in 2007-2008. The ERN was extended on February 3, 2009, and expired August 2009. The Agency continues to market the site to potential developers and also provides contact information so that developers can follow-up with the current owner and/or lessee of the properties. The Agency anticipates development of the southwest corner property in the coming fiscal year. If the Agency is not eliminated by the State, we will work to assure that affordable housing is a part of that development.

Downtown and Agency Offices - Storefront improvements, business assistance, and miscellaneous maintenance items were mostly put on hold in 2010-11 due to the pending State actions regarding local redevelopment agencies. The operation of the Covina Downtown Street Market continued to be overseen by the Agency. Agency support of the Downtown Business Area Enhancement District continued. The annual Bluesapalooza/Thunderfest was partially funded by the Agency.

The search for new developers to design and construct mixed-use retail/housing projects in the Downtown continues. Two projects underway Citrus Walk and Heritage Walk Phase II are described above.

In addition to the aforementioned Agency staff worked with business owners in Project Area Two to assist them through the City's entitlement processes and in dealing with regulatory entities like Edison. The Agency maintained and updated leases on Agency property and conveyed public facilities to the City. These were done in accordance with current redevelopment law and may be affected by the State's actions to eliminate local redevelopment agencies.

BLIGHT PROGRESS REPORT FY 2010-2011

Displacement of Households, Demolition of Dwelling Units, and Replacement Housing - Redevelopment Law is strongly concerned about Agency activities that would result in any of the noted categories.

The Agency has no current unmet obligations in this area.

Agency-assisted Units With Occupancy Restrictions Based on Household Income Levels - Redevelopment Law is also strongly concerned about Agency activities in this category. In compliance with AB 987, affordable housing assisted with Agency funds are posted on the City web site and are updated annually.

The Agency funds and/or oversees numerous activities that involve occupancy and/or income restrictions:

Neighborhood Preservation Program - This program provides for integration of various Agency activities in a coordinated approach to addressing neighborhood deterioration. The goal of the Program is to identify and correct substandard housing and blight on a target-neighborhood basis.

During the 2010-2011 fiscal year, a total of \$179,184 was spent from the Agency's Low and Moderate Income Housing Fund towards this Program's activities.

Rent Subsidy Program - During the reporting period, July 1, 2010 to June 30, 2011, the Agency provided financial assistance under the continuing programs from prior year.

In the continuing rental subsidy programs, fourteen (14) households were assisted. Rent Subsidy activities undertaken during the reporting period amounted to an expenditure of \$226,623 from the Agency Low-Moderate Income Housing Fund.

Under SB 701, approved by the Governor September 21, 2002, Section 33334.28 was added to the Health and Safety Code, to read:

33334.28 (a) Until January 1, 2012, subdivision (b) of Section 33334.4 shall not apply to the Redevelopment Agency of the City of Covina insofar as it exceeds the authorized ratio due to the use of Low and Moderate Income Housing Fund moneys to continue to provide rental subsidies to households with members over the age of 65 years if those rental subsidies were initially provided to these households prior to January 1, 2002.

(b) This section shall remain in effect only until January 1, 2012, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2012, deletes or extends that date.

Because of the continuing need for this program, staff will seek the Agency Boards direction to work with our legislators to extend the date of this exemption in order to continue to provide this

funding for seniors in the program. Because of the passage of AB 1X 26 and AB 1X 27, and the State Supreme Court's stay of AB 1X 26 and AB 1X 27 until their constitutionality is decided, a situation has been created where the Agency cannot enter into new contracts or amend existing contracts, so the Agency Board has not been able to consider alternative action to the termination of this program as of December 31, 2011. All program participants have been advised of the coming termination of the program.

Transitional Housing Assistance Program

YWCA/WINGS - In addition to the Rent Subsidy Program, the Agency provides transitional housing assistance for two (2) family units at the WINGS house for victims of domestic violence and their children. Family units seeking help from WINGS most frequently have no source of income while at the residence due to their situation. Rental assistance provided WINGS during the reporting period amounted to an expenditure of \$13,200 plus a one-time prepayment of \$144,000 from the Agency's Low and Moderate Income Housing Fund to continue to provide transitional housing at the two units for a period of 10 years.

YWCA Wings Facility Renovation – the Agency entered into an Agreement with YWCA Wings to provide funding in the amount of \$330,000 to renovate their confidential transitional housing facility for victims of domestic violence. The number of available transitional housing units will be expanded to seven. A 55 year affordable housing covenant will run with the land.

McGill Street House - On July 27, 2004, the Agency purchased a home located at 1104 W. McGill Street, Covina, to serve as a transitional home for families, primarily single women with children. Costs to maintain the home in fiscal year 2010-2011 were \$33,978. In the twelve-month period of fiscal year 2010-2011, seven families comprised of seven adults and sixteen children were housed in the transitional home. A related program of continued rental assistance is offered to qualifying graduates of the McGill Street House. In fiscal year 2010-2011, the roof at the facility was replaced.

Citrus Walk (formerly Heritage Project) in Project No. 2 - In July 2008, the property at 116 E. School Street was acquired using Low and Moderate Income Housing Fund money to provide additional affordable housing as part of the Citrus Walk housing development. The Low and Moderate Income Housing Fund was repaid when the property was sold. Eight (8) units of for-sale moderate income workforce housing will be constructed as part of the Citrus Walk project.

200 W. Rowland Project - On June 16, 2009, the Agency Board approved a Participation Agreement with the owners of the apartment building at 200 W. Rowland to provide funding to secure affordable covenants on 89 units, and to rehabilitate the buildings. The property is mainly in Project No. 1. Twenty units are located in an area outside the Project Area. Units will be covenanted as follows: 44 units are reserved for very low income households (median income of 50% or less), 5 units are reserved for lower-income households (median income of 80% or less), and 40 units for moderate income households (median income of 120% or less). \$4,742,000 in funding was awarded. Funds related to the secured covenants were distributed in the 2009-2010 fiscal year. Land entitlements and building plans were processed in anticipation of construction.

436 E. Cypress Project - In March 2009, the Agency closed escrow on a property at 436 E. Cypress which had been the subject of code enforcement activity. The property was purchased to meet the housing needs of low-to moderate-income persons. In July 2010, the Agency entered into a Disposition and Development Agreement and escrow with Habitat for Humanity to build a new single family for sale home for a low income family on the site. The home will be built in fiscal year 2011-2012.

Participation in homeownership programs - The Agency participates in the County of Los Angeles Home Ownership Program (HOP), the Mortgage Credit Certificate (MCC) Program, and the Southern California Home Financing Authority (SCHFA) Program which provide assistance to first time home buyers. Agency financing is not required for participation in these programs.

Down Payment Assistance Program, Vintage Walk – Modifications to the Low-Moderate Income Housing Down Payment Assistance Program were approved but are on hold pending state action.

OTHER INFORMATION

The Agency's activity for fiscal year 2010-2011 focused mainly on ongoing capital improvement projects. The redevelopment activities during the year centered on land acquisitions, site clearance, design phase and construction of these projects.

Shoppers Lane Parking Lot – This public project in the 600 block of Shoppers Lane involved improving sustainability and decreasing long term maintenance costs by working with local stakeholders to transform a blighted and dark parking lot into a clean solar lighted lot. The Agency Board made the required findings, and the Agency was able to pay for this public improvement that would not have occurred without redevelopment funds.

Heritage Plaza Park – This public project in the 400 block of North Citrus Avenue included the improvement of an underused public facility and incorporated the design of the park into the City's transit oriented downtown Town Center Specific Plan. The new park will provide those who visit, shop and live within the Downtown area a location for gathering and enjoyment. The Agency Board made the required findings, and the Agency was able to pay for this public improvement that would not have occurred without redevelopment funds.

Citrus Avenue Auto Center (south) – The City entered into an exclusive right to negotiate agreement with a retailer for the site. Further discussions have been on hold pending State actions regarding AB1X 26 and AB1X 27.

The Kia, Acura, and VW auto dealerships currently located here are working to maintain their businesses during this time of economic downturn, therefore much of the Agency's efforts are in retention of jobs and revenue. The Agency did enter into an updated lease agreement on the Kia property with the new business owner to assure long term viability of the dealership and the jobs that it brings.

The Agency worked with local stakeholders at Shoppers Lane to work to eliminate blight and by providing a sustainable parking lot area. The project was described above.

Hospital Campus – The Agency continued discussion with Citrus Valley Health Partners regarding renovation/expansion of their Covina campus in fiscal year 2010-2011. Efforts to retain one of the City's largest employers and assist them in renovating their facility continue into this current fiscal year.

Citrus Avenue Auto Center (north) - In fiscal year 2006-2007, efforts were made towards development of the auto dealership sites located at the corner of San Bernardino Road and Citrus Avenue. Funding was approved and services were retained to provide architectural design guidelines and development standards for future development in July 2006. A Design for Development and an Exclusive Right to Negotiate (ERN) with the property owner were approved by the Agency Board in fiscal year 2007-2008. The ERN was extended on February 3, 2009, and expired August 2009. The Agency continues to market the site to potential developers and also provides contact information so that developers can follow-up with the current owner and/or lessee of the properties. The Agency anticipates development of the southwest corner property in the coming fiscal year. If the Agency is not eliminated by the State as a result of the Supreme Court's decision regarding AB1X 26 and AB1X 27, the Agency will work to assure that affordable housing is a part of that development.

Downtown and Agency Offices - Storefront improvements, business assistance, and miscellaneous maintenance items were mostly put on hold in fiscal year 2010-2011 due to the pending State actions regarding AB1X 26 and AB1X 27. The operation of the Covina Downtown Street Market continued to be overseen by the Agency. Agency support of the Downtown Business Area Enhancement District has continued. The annual Bluesapalooza/Thunderfest was partially funded by the Agency.

The search for new developers to design and construct mixed-use retail/housing projects in the Downtown continues. Two projects underway, Citrus Walk and Vintage Walk Phase II are described below.

Vintage Walk Phase II – This project is located on Third Avenue just south of the Metrolink train tracks at a blighted industrial building location. City Ventures is completing Phase II of the Vintage Walk project, which consists of 30 owner-occupied residential units. Three units will be available for purchase by those who qualify for moderate income assistance. Though not a mixed-use development it does support the concepts of transit adjacent development in that it offers great access to transportation options (Metrolink, Foothill Transit, Metro, and Covina Transit) and to downtown services, amenities, and businesses.

Olson Citrus Walk Project – This project is located in the area bounded by the 300 block of North Citrus, 116 and 120 East School Street, and 115, 117, and 125 East Italia Street. The Agency entered into a Disposition and Development Agreement with Olson for the Citrus Walk project in May of 2010. The Agency completed acquisition of the one remaining blighted

property, relocated the tenants in the properties, completed all above ground demolition, and completed the sale of the nine parcels included in the project to the Olson Company. Olson is in the process of building a transit-oriented mixed-use project with 8,000 square feet of retail and 48 owner-occupied residential units. Eight of the units will be available for purchase by those who qualify for moderate income assistance.

Additional Projects – In addition to the projects listed above, the Agency worked on several other projects including but not limited to the following:

- Reached agreement with Covina Valley Unified School District to help fund a new industrial job training facility
- Worked with a multi-agency task force to consider a joint project to deal with region-wide issues along Arrow Highway.
- Worked with business owners in the project areas to assist them through the City's entitlement process and in dealing with regulatory entities such as Southern California Edison.
- Maintained and updated leases on Agency property and conveyed public facilities to the City.
- Conveyed units purchased as affordable housing units to the Housing Authority, including the property at 147-151 E. College Street. The Agency entered into escrow to sell this property for retail/restaurant use (later assigned to the Housing Authority), and will repay the Low and Moderate Income Housing Fund for monies expended.

All Agency actions were done in accordance with current redevelopment law and most of these programs and projects may be affected by the State's actions to eliminate local redevelopment agencies.

COVINA REDEVELOPMENT AGENCY
PROPERTY REPORT

Per Health & Safety Code Section 33080.1 (f) the following is a report on the properties owned by the Covina Redevelopment Agency:

	Purchase Date	Location	Parcel Number	Nature of Property
1	8/1/1986	1000 N. Park	8422-001-901	Land adjacent to housing project
2	3/3/2009	436 E. Cypress Street	8430-035-901	Residential zoned property
3	12/12/1986	472-474 S. Citrus Avenue	8445-021-037	Commercial zoned property
4	7/22/1986	500-516 S. Citrus Avenue	8445-021-037	Commercial zoned property
5	12/12/1986	528 S. Citrus Avenue	8445-021-037	Commercial zoned property
6	11/13/1986	118-118 1/2 E. Navilla	8445-021-037	Commercial zoned property
7	6/1/1989	532-550 S. Citrus	8445-021-037	Commercial zoned property
8	8/1/1986	552-560 S. Citrus	8445-021-037	Commercial zoned property
9	1/13/1987	128 East Rowland	8451-001-906	Commercial zoned property
10	1/30/1998	602-626 S. Citrus Avenue	8451-001-911	Commercial zoned property
11	1/13/1987	126 W. Rowland Avenue	8453-001-900	Commercial zoned property
12	6/15/1991	633-635 S. Citrus	8453-001-906	Commercial zoned property

EXHIBIT D

The date and amount of all deposits and withdrawals of moneys deposited to and withdrawn from the Low and Moderate Income Housing Fund.

This attachment will be provided to the Public and City Council/Agency Board prior to the December 20, 2011 City Council Meeting.

RESOLUTION NO. 11-696

A RESOLUTION OF THE COVINA REDEVELOPMENT AGENCY APPROVING AND ADOPTING THE ANNUAL REPORT FOR THE COVINA REDEVELOPMENT AGENCY PROJECT NOS. ONE AND TWO FOR FISCAL YEAR ENDED JUNE 30, 2011 AND SUBMITTING THE REPORT TO THE CITY COUNCIL OF THE CITY OF COVINA

WHEREAS, the COVINA REDEVELOPMENT AGENCY (“Agency”) of the City of Covina is engaged in activities necessary to execute and implement the redevelopment plans for the Agency Project Nos. One and Two pursuant to the provisions of the Community Redevelopment Law (Health and Saf. Code, § 33000 et seq.) (“CRL”); and

WHEREAS, CRL Section 33080 requires all redevelopment agencies to file, with the California State Controller within six (6) months of the end of each agency's fiscal year, a copy of the report required by CRL Section 33080.1; and

WHEREAS, CRL Section 33080.1 requires that every redevelopment agency present such report to its legislative body within six (6) months of the end of the agency's fiscal year, which annual report contains all of the information set forth in CRL Section 33080.1; and

WHEREAS, Agency staff has prepared an Annual Report of the Agency for Fiscal Year 2010-2011 in accordance with the requirements of CRL Section 33080.1 (“Annual Report”); a copy of the Annual Report is attached hereto as Exhibit 1; and

WHEREAS, Agency staff has determined that the Agency's approval of the Annual Report does not constitute an approval of any specific program, project or expenditure and does not constitute a project within the meaning of the California Environmental Quality Act (Public Resources Code Section 21065) (“CEQA”); and

WHEREAS, pursuant to the foregoing, the Agency has determined that a notice of exemption (“Notice of Exemption”) for the approval of the Annual Report should be filed pursuant to CEQA and the State CEQA Guidelines; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

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

SECTION 1. The Agency approves and adopts the Annual Report for Covina Redevelopment Agency Project Nos. One and Two for Fiscal Year 2010-2011 to the City Council and hereby submits said Report to the City Council of the City of Covina.

SECTION 2. The Agency authorizes Agency staff to take any action necessary to comply with Health and Safety Code section 33080, including submission of the Annual Report to the State Controller on or before December 31, 2011.

SECTION 3. The Agency authorizes and directs Agency staff to file a Notice of Exemption with the County Clerk of Los Angeles County within five (5) days following approval of this Resolution.

SECTION 4. The Agency Secretary shall certify to the adoption of this Resolution, and the same shall thereupon take effect and be in force.

APPROVED AND ADOPTED this 20th day of December, 2011.

COVINA REDEVELOPMENT AGENCY

John King, Chairman

ATTEST:

Agency Secretary

APPROVED AS TO FORM:

Agency Counsel

Exhibit 1

Annual Report

[Exhibit A to the Agenda Item]

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: PH 1

STAFF SOURCE: Robert Neiuber, Director of Community Development
Shelby Williams, City Planner

ITEM TITLE: Consider an application for an Additional Permitted Use (APU 11-001) to allow the operation of a "Sky Zone" Indoor Trampoline Park (Pinot Holdings, LLC.) from an existing commercial building upon property located at 1314 North Azusa Avenue Covina, a C3-A zone and consider making this an approved use in the zone.

STAFF RECOMMENDATION

- A. Receive the staff report, open the Public Hearing and consider testimony.
- B. Adopt City **Resolution No. 11-7034**, directing that "Indoor Trampoline Parks" be added to the list of permitted uses for the C-3A Regional or Community Shopping Center Zone District, pursuant to Covina Municipal Code, Chapter 17.60.

FISCAL IMPACT

None.

While this use will produce little sales tax income, it will create new jobs, work in partnership with other local businesses and bring additional customers to the shopping center.

BACKGROUND

The applicants wish to occupy the commercial space vacated by the "Petsmart" store a few months ago (June 2011). The Covina Town Square Shopping Center owner KIR Covina, L.P. recently finalized a lease with Pinot Holdings; LLC ("Sky Zone") for the premises located at 1314 North Azusa Avenue and have given their consent for the applicants to file applications Site Plan Review 11-035 and Additional Permitted Use 11-001 with the City of Covina.

At the November 29, 2011, Planning Commission Meeting, the Planning Commission considered the required findings and approved a resolution to the City Council in support of the applicants request to add an additional permitted use, indoor trampoline park, as a permitted land use in the C-3A Commercial Zone district. Chapters 17.42 and 17.60 of the Covina Municipal Code recognize that not all land uses can be listed nor can all future uses be anticipated. Therefore, permitted uses in the C-3A Zone of the City may include ". . . such other uses as the Planning Commission and City Council . . . may deem to be similar and not more obnoxious and detrimental to the public health, safety and welfare, and related to the function of either a community or regional shopping center, as the case may be." (CMC 17.42.020 and 17.60.020)

Pursuant to Chapter 17.60, the City Council may, with this resolution of recommendation from the Planning Commission, permit an "unlisted" use to operate within a zone. The City Council must make the four findings that the Planning Commission made, including that the unlisted use is similar to another use or uses already listed in the Code as permitted in that zone.

ANALYSIS AND FINDINGS

Based upon an analysis of the proposed additional permitted use request, staff recommends that the City Council make the following findings for the application:

1. That field investigations have disclosed that the subject use and its operation are compatible with the uses permitted in the zones wherein it is proposed to be located;

Fact: The proposed "SkyZone" Trampoline Park has been requested to be added to the list of permitted uses only for the C-3A Commercial Zone district. Staff has found existing listed uses that are similar to the applicant's request. They include theater, theatrical and motion picture and cafes. Currently theaters and cafes are permitted uses and the family entertainment aspects of this use are similar. Currently a motion picture theater operates out of the same site. C-3A Commercial Zone Districts lend themselves to allowing for family entertainment uses such as a movie theater or an indoor trampoline park, which in turn support the retail components of the site. There are also ongoing scheduled events that last for a set amount of time, similar to movie theaters. Parents attend or drop their children off for a movie the same as they would do for an event/party at an indoor trampoline park. This also benefits the site in that the parents can then have time to frequent the movie theater or retail stores at the site. For these reasons staff believes that the indoor trampoline park's use and operation are compatible with the other permitted uses in this zone. Finally, this use is to be located within an existing regional shopping center, consistent with its C-3A zoning.

2. That the subject use is similar to one or more uses permitted in the zone within which it is proposed to be located;

Fact: The proposed "SkyZone" Trampoline Park's operation would be similar to two (2) permitted uses in the C-3A Commercial Zone district. They are theater and café use. This use is most similar to the theater use in that it provides family entertainment, has ongoing scheduled events (birthday parties), and compliment the site in which they would be located. Staff is unaware of any land use impacts posed by this project that are different from other similar entertainment venues.

3. That the subject use will not cause substantial injury to the values of property in the zone within which it's proposed to be located;

Fact: Staff does not believe the proposed "SkyZone" Trampoline Park would cause injury to the values of property located in the "Covina Town Square Shopping Center" for a couple of reasons:

A. The use is similar to permitted uses in the shopping center and will complement them. As indicated above staff believes that the Indoor Trampoline Park will provide a unique regional venue to draw customers who will likely patronize the movie theater and other commercial uses on the site. Overall, staff believes that this will be a "net add" to the shopping center.

B. The landlord KJR Covina, L.P. recently entered into a lease with Pinot Holdings, LLP ("SkyZone") for a 25,608 square foot tenant space in the Covina Town Square Shopping Center and has given written consent to this application. This strongly indicates the owner's belief that this will be a "net add" to its property, rather than injure the property's value.

4. That the subject will be so designed, located and operated that the public health, safety and general welfare will be protected.

Fact: The proposed "SkyZone" Trampoline Park's layout and operations will be subject to the applicant complying with all applicable City Zoning, Building, Fire, Police, State and Federal regulations. Further, the project will be regulated through administrative Site Plan Review, by which Planning staff can impose site-specific conditions of approval. For your information the draft conditions that have been provided to the applicant are attached. As staff completes its review, these conditions may be amended as appropriate. Staff believes that this will provide sufficient regulation to ensure that any health, safety and welfare impacts are addressed.

RELEVANCE TO THE STRATEGIC PLAN

Replacing vacant storefronts with a vibrant business that provide new services and options for our citizens and draws in people from outside of the City enhances the financial stability of the City and improves the quality of life.

EXHIBITS

- A. November 29, 2011 Planning Commission Agenda Item.
- B. Planning Commission Resolution
- C. City Council Resolution No. 11-7034

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

CITY OF COVINA

STAFF REPORT

NOVEMBER 29, 2011

ITEM NUMBER 2

TO: PLANNING COMMISSION

FROM: ROBERT NEIUBER, DIRECTOR OF COMMUNITY DEVELOPMENT

COORDINATOR: SHELBY WILLIAMS, CITY PLANNER

SUBJECT: APPLICATION ADDITIONAL PERMITTED USE 11-001

APPLICANT:

Pinot Holdings, LLC c/o David Ruiz

REQUEST:

An additional permitted use to allow the operation of a "Sky Zone" Indoor Trampoline Park at an existing commercial building, C-3A zone.

LOCATION:

1314 North Azusa Avenue

SURROUNDING LAND USES AND ZONING:

Site	Covina Town Square Shopping Center	PCD/C-3A (Planned Community Development / Regional or Community Shopping Center)
North	Commercial	Los Angeles County Unincorporated and City of Azusa
South	Pep Boys Automotive Supercenter; Condominium complex; Covina Valley Unified School District school site.	C-4 Commercial Zone; PCD/RD-3500 Zone and R-1-7500 Zone

East	Residential Neighborhood	R-1-7500 (Single Family Residential)
West	Commercial businesses	C-4 (Highway Commercial) Zone and C-2 (Neighborhood Commercial) Zone

GENERAL PLAN DESIGNATION:

General Commercial

NOTIFICATION OF APPLICANT AND ADJACENT PROPERTY OWNERS:

The applicant has been mailed a copy of the staff report. All property owners within a radius of 300 feet were mailed notices of the public hearing on November 17, 2011.

ENVIRONMENTAL DETERMINATION:

This proposal is categorically exempt pursuant to Class 1, Section 15301 of the California Environmental Quality Act (CEQA) guidelines.

PROJECT DATA:

PROJECT DATA TABLE

Site Area:	36.2 acres
Number of Buildings:	11 or more buildings
Gross Building Area:	354,181 square feet
Applicant's Leased Area:	25,608 square feet (location previously occupied by Petsmart)
On-site Parking:	2,148 spaces
Applicant's Parking:	109 spaces required

Number of Employees:	Three (3) salaried employees including 25-30 hourly full-time and part-time employees. Typically, only about 2-3 employees will be operating the facility during the daytime hours during the week. Then on the weekends, up to 10 employees can be required depending on scheduled events. The number of employees may range from 5 to 33.
Number of Activity Courts:	Plans show a total of six (6) including a small trampoline court, a main trampoline court, a sky slam court, two (2) dodge ball courts and a foam zone court.
Number of Video games:	Plans show none at this time.
Type of Alcoholic Beverage License:	None at this time.
"SkyZone" Layout:	The plans show the Sky Café area, three (3) different party rooms, a parent lounge, shoe return area, event office, women's and men's restrooms, etc. Please see the applicant's proposed floor plan for more information.
Proposed Hours of Operation:	<p>Fall/Winter/Spring Season (August – May): Tuesday through Thursday 3:00 p.m. to 8:00 p.m. , Friday 12 Noon to 11:00 p.m., Saturday 10:00 a.m. to 12:00 a.m. and Sunday 12 Noon to 7:00 p.m.</p> <p>Summer Season (May –August): Monday 10:00 a.m. to 8:00 p.m., Tuesday through Thursday 10:00 a.m. to 10:00 p.m., Friday 10:00 a.m. to 11:00 p.m., Saturday 10:00 a.m. to 12:00 a.m. , and Sunday 12:00 Noon to 7:00 p.m. Sky Zone is open on most holidays except Christmas day.</p>
Applicant's Proposal:	Sky Zone is an entertainment facility which offers trampoline courts, event rooms for birthday parties or group/corporate events, 3D Dodgeball, 3D Volleyball and Sky Robics for Kids (a fitness class specially designed for kids of all ages and abilities. Sky Zone provides services to people of all ages and physical abilities but its primarily focus is on persons 19 years of age and under age group.

BACKGROUND:

The applicants are requesting an additional permitted use because their business, Sky Zone Indoor Trampoline Park, is not expressly listed as a permitted land use in the C-3A Commercial Zone district. However, Chapters 17.42 and 17.60 of the Covina Municipal Code recognize that not all land uses can be listed nor can all future uses be anticipated. Therefore, permitted uses in the C-3A Zone of the City may include “. . . such other uses as the Planning Commission and City Council . . . may deem to be similar and not more obnoxious and detrimental to the public health, safety and welfare, and related to the function of either a community or regional shopping center, as the case may be.” (CMC 17.42.020 and 17.60.020)

Pursuant to Chapter 17.60, the City Council may, upon a resolution of recommendation from the Planning Commission, permit an “unlisted” use to operate within a zone. The City Council and Planning Commission must make four findings, including that the unlisted use is similar to another use or uses already listed in the Code as permitted in that zone. Proposed findings are provided later in this Report.

The applicants wish to occupy the commercial space vacated by the “Petsmart” store a few months ago (June 2011). The Covina Town Square Shopping Center owner KIR Covina, L.P. recently finalized a lease with Pinot Holdings; LLC (“Sky Zone”) for the premises located at 1314 North Azusa Avenue and have given their consent for the applicants to file applications Site Plan Review 11-035 and Additional Permitted Use 11-001 with the City of Covina. To clarify, the proposed project is subject to Administrative Site Plan Review and only the Additional Permitted Use application is before the Commission this evening. For further clarification on certain key aspects of the prospective “SkyZone” Trampoline Park, the Commission may refer to the above project data section and the applicant’s business overview and accompanying plans.

ANALYSIS AND FINDINGS:

Based upon an analysis of the proposed additional permitted use request, staff recommends that the Planning Commission make the following findings for the application:

1. That field investigations have disclosed that the subject use and its operation are compatible with the uses permitted in the zones wherein it is proposed to be located;

Fact: The proposed “SkyZone” Trampoline Park has been requested to be added to the list of permitted uses only for the C-3A Commercial Zone district. Staff has found existing listed uses that are similar to the applicant’s request. They include theater, theatrical and motion picture and cafes. Currently theaters and cafes are permitted uses and the family entertainment aspects of this use are similar. Currently a motion picture theater operates out of the same site. C-3A Commercial Zone Districts lend themselves to allowing for family entertainment uses such as a movie theater or an indoor trampoline park, which in turn support the retail components of the site. There are also ongoing scheduled events that

last for a set amount of time, similar to movie theaters. Parents attend or drop their children off for a movie the same as they would do for an event/party at an indoor trampoline park. This also benefits the site in that the parents can then have time to frequent the movie theater or retail stores at the site. For these reasons staff believes that the indoor trampoline park's use and operation are compatible with the other permitted uses in this zone. Finally, this use is to be located within an existing regional shopping center, consistent with its C-3A zoning.

2. That the subject use is similar to one or more uses permitted in the zone within which it is proposed to be located;

Fact: The proposed "SkyZone" Trampoline Park's operation would be similar to two (2) permitted uses in the C-3A Commercial Zone district. They are theater and café use. This use is most similar to the theater use in that it provides family entertainment, has ongoing scheduled events (birthday parties), and compliment the site in which they would be located. Staff is unaware of any land use impacts posed by this project that are different from other similar entertainment venues.

3. That the subject use will not cause substantial injury to the values of property in the zone within which it's proposed to be located;

Fact: Staff does not believe the proposed "SkyZone" Trampoline Park would cause injury to the values of property located in the "Covina Town Square Shopping Center" for a couple of reasons:

A. The use is similar to permitted uses in the shopping center and will complement them. As indicated above staff believes that the Indoor Trampoline Park will provide a unique regional venue to draw customers who will likely patronize the movie theater and other commercial uses on the site. Overall, staff believes that this will be a "net add" to the shopping center.

B. The landlord KIR Covina, L.P. recently entered into a lease with Pinot Holdings, LLP ("SkyZone") for a 25,608 square foot tenant space in the Covina Town Square Shopping Center and has given written consent to this application. This strongly indicates the owner's belief that this will be a "net add" to its property, rather than injure the property's value.

4. That the subject will be so designed, located and operated that the public health, safety and general welfare will be protected.

Fact: The proposed "SkyZone" Trampoline Park's layout and operations will be subject to the applicant complying with all applicable City Zoning, Building, Fire, Police, State and Federal regulations. Further, the project will be regulated through administrative Site Plan Review, by which Planning staff can impose site-specific conditions of approval. For your information the draft conditions that have been

NOVEMBER 29, 2011

provided to the applicant are attached. As staff completes its review, these conditions may be amended as appropriate. Staff believes that this will provide sufficient regulation to ensure that any health, safety and welfare impacts are addressed.

STAFF RECOMMENDATION:

That the Planning Commission recommend to the City Council the approval of application Additional Permitted Use 11-001, subject to the following:

- 1) Resolution Number 2011-003 PC;

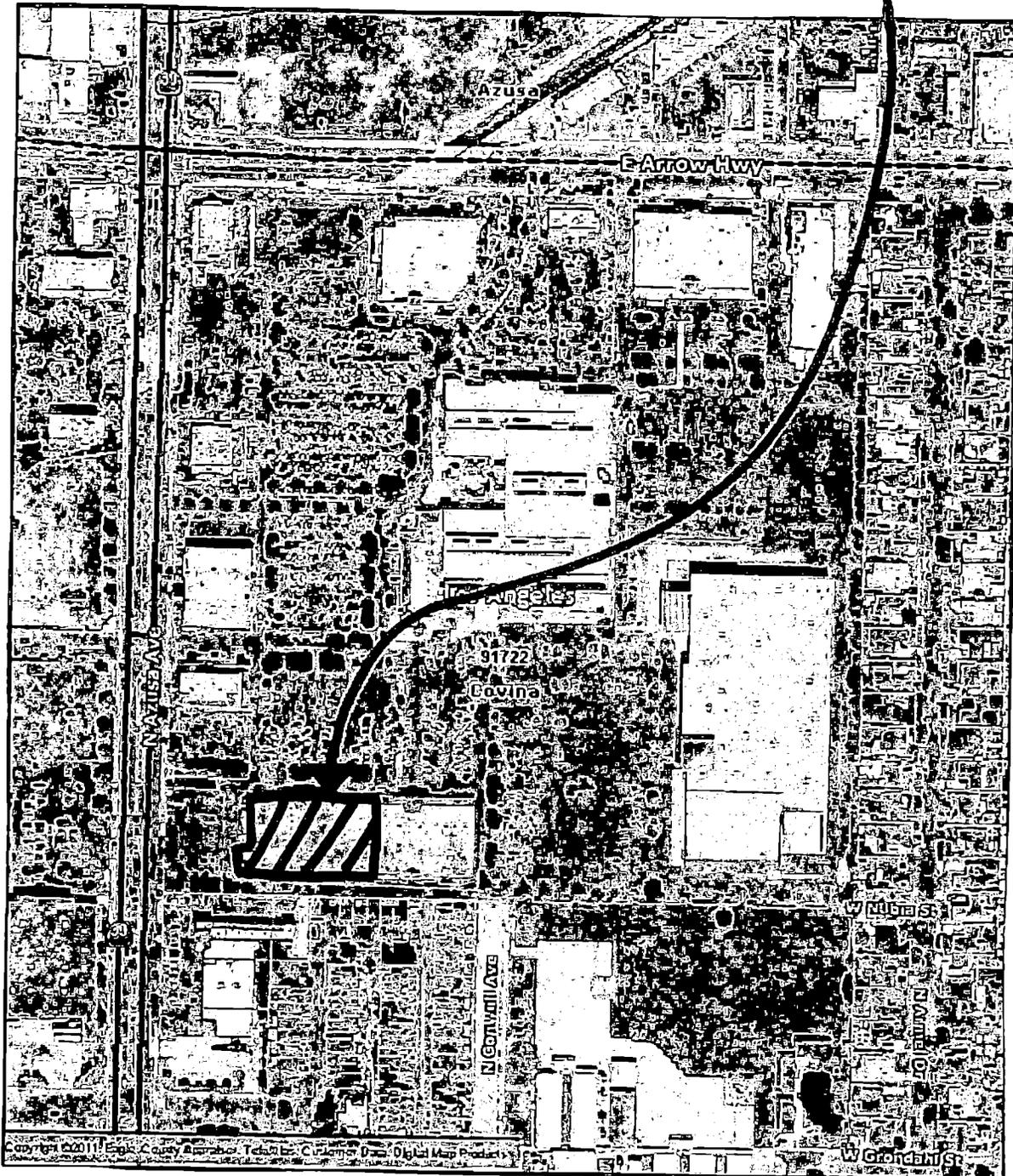
Attachments:

- *Site Plan*
- *Applicant's Plans*
- *Applicants' Overview*
- *Draft Conditions of Approval – Administrative Site Plan Review 11-035*

1314 NORTH AZUSA AVENUE

APU 11-001

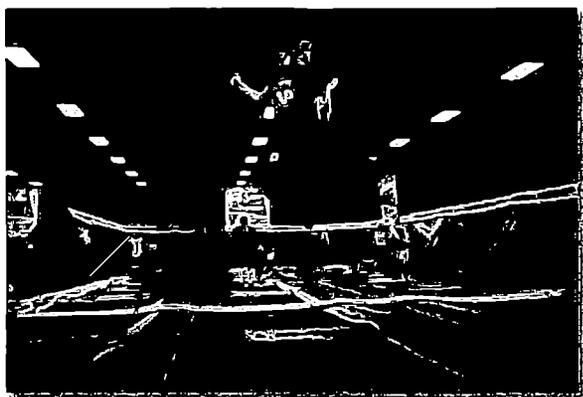
Subject Site





Contact Name:
Phone Number:
Email:

SKY ZONE OVERVIEW



General Business Description: We propose to open an independently owned and operated franchise of Sky Zone Franchise Group, LLC. It will do business as a Sky Zone Indoor Trampoline Park (SZITP).

What is it? Sky Zone Indoor Trampoline Park has created and built the world's first all-trampoline, walled playing courts. It's a playing court so original and unique; it was awarded a United States patent. Sky Zone offers fun physical activities, games and entertainment for people of all ages, size and abilities. We host birthday parties for kids,

corporate team building events for adults, SkyRobics fitness classes, high performance cross training for athletes at the high school and collegiate level to the professional level, intramural sports for colleges and more. Visit <http://sacramento.skyzonesports.com/ABOUTUS/VirtualTour.aspx> for a virtual tour of the Sacramento, CA location. Sky Zone has been in operation since 2004 and has 3 successful affiliate-owned SZITP's in Las Vegas, Sacramento, and St. Louis. The facilities are located in clean industrial or flex spaces close to highly trafficked retail centers. There are 3 franchised locations in Columbus, OH, Boston, MA and Minneapolis, MN with 34 additional units in development.

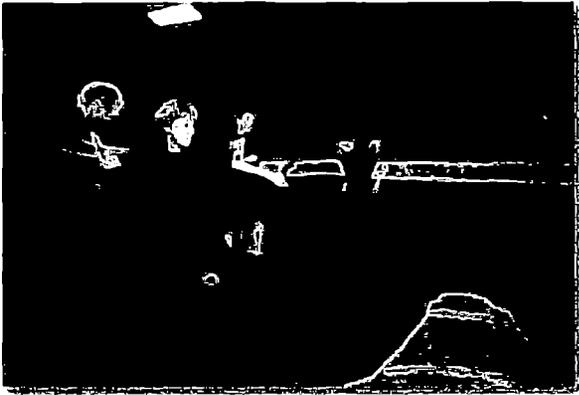
Hours of Operation: SZITPs have two seasons of operating schedules

Fall/Winter/Spring Season (August-May): Tuesday-Thursday 3pm-8pm, Friday 12pm to 11pm, Saturday 10am-12am, and Sunday 12pm -7pm.

Summer Season (May-August): Monday 10am-8pm, Tuesday-Thursday 10am-10pm, Friday 10am-11pm, Saturday 10am-12am, and Sunday 12pm-7pm. Sky Zone is open on most holidays except Christmas day.

Since 9 months out of the year the SZITP will be operating mostly after 3pm on weekdays and peak customer traffic is during the weekend, prior experience has shown that other industrial tenants are not adversely affected by Sky Zone's presence.

SKY ZONE OVERVIEW



Target Market: Because of the many uses of the trampoline courts, we provide services to people of all ages and physical abilities but primarily focus on the 19 and under age group. Open Jump is the primary service offered where individuals and groups come in to purchase 1 hour blocks of "jump time." The SZITP will have 2-3 event rooms for birthday parties or group/corporate events. Groups can rent court space and the event rooms. Other services targeted mainly towards the 19 and under crowd are 3D Dodgeball, 3D Volleyball, and SkyRobics for Kids (a fitness class specifically designed for kids of all ages and abilities).

Products tailored more towards adults include the SkyRobics Fitness Classes, Dodgeball tournaments for adults, and corporate or group events.

Employees: The SZITP will have 3 salaried employees as well as about 25 to 30 hourly full-time and part-time employees. Typically, only about 2-3 employees will be operating the facility during the daytime hours during the week. On weekends, up to 10 employees can be required depending on scheduled events. Some job descriptions are:



General Manager and Operations Manager– salaried positions responsible for managing the facility.

Building Service Manager– position responsible for all maintenance, repair, and operations of the trampoline courts and associated equipment.

Event Manager– salaried position responsible for outside sales and booking events.

Event Assistant– hourly position assisting the Event Manager.

Cashier– hourly position operating cash drawers, checking in customers and operating concessions.

Party Host– hourly position dedicated to hosting parties.

Court Monitor– hourly position dedicated to maintaining safety rules on the courts.

SkyRobics Fitness Instructor– hourly position responsible for instructing the SkyRobics fitness classes.

Parking: One of the first issues that typically comes up is parking accommodations. As previously mentioned, 9 months out of the year SZITPs are only open after 3pm on weekdays and 12pm on Friday. The majority of customer traffic occurs from Friday evening to Sunday evening when most adjacent tenants are closed for business. During summer months (June, July and August), hours of operation are extended to 10am; but, most significant customer traffic remains mostly on the weekends and early evenings of weekdays.

SKY ZONE OVERVIEW

Existing Operations and Future Locations:

EXISTING STORES:

City/State Address

Date Opened

Las Vegas, NV 4915 Steptoe Street, #400 Las Vegas, NV 89122	June 2004
St. Louis, MO 17379 Edison Avenue Chesterfield, MO 63005	July 2006
Sacramento, CA 1091 Tinker Road, Suite 200 B Rocklin, CA 95765	August 2008
Columbus, OH 459 Orange Point Drive, Suite E Lewis Center, OH 43035	September 2010
Boston, MA 91-B Sprague Street Boston, MA 02134	November 2010
Minneapolis, MN 13310 Industrial Park Boulevard, #160 Plymouth, MN 55441	December 2010

FUTURE STORES:

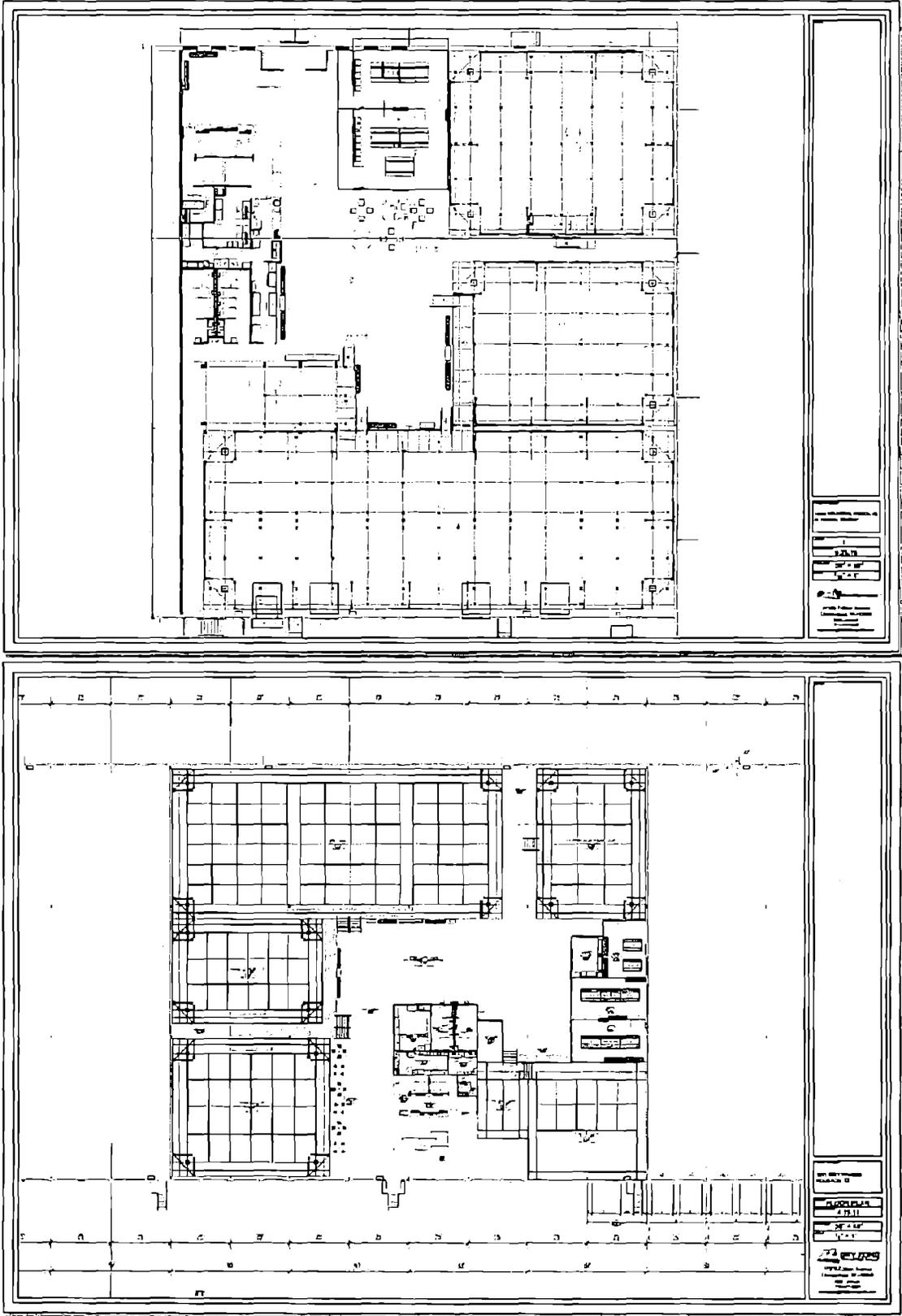
City/State

Projected Opening Date

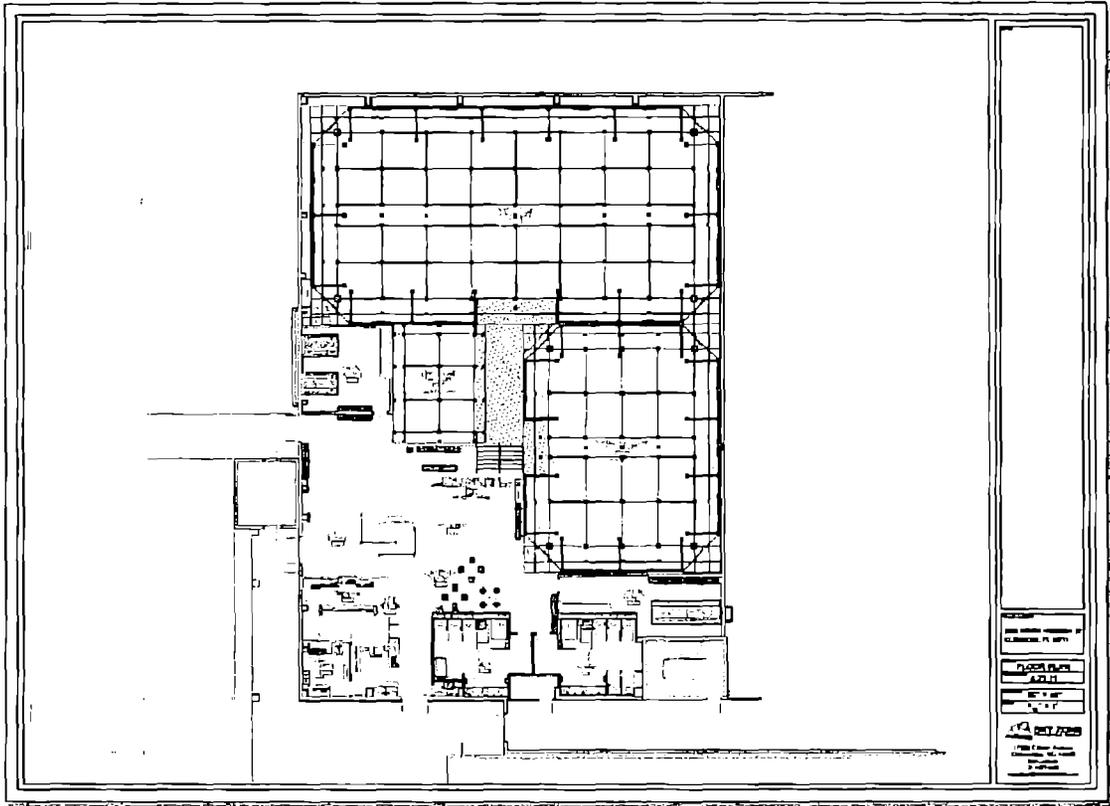
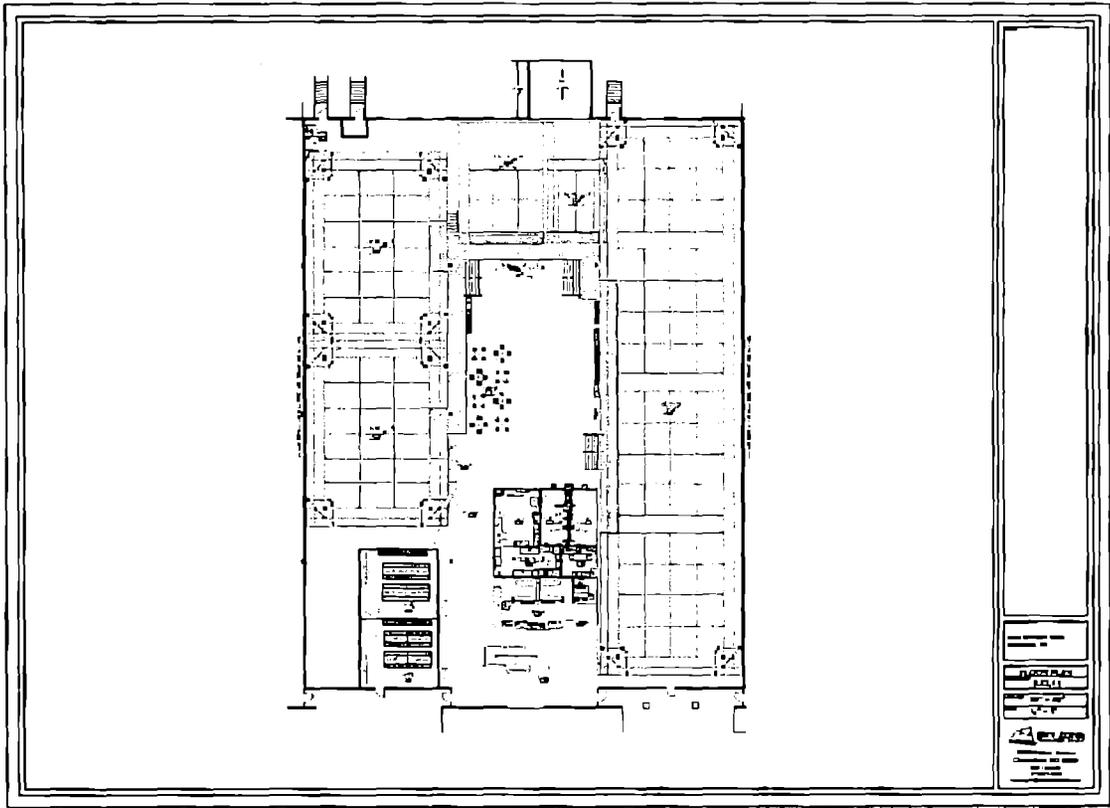
Buffalo, NY	3Q 2011
Denver, CO	3Q 2011
North Boston, MA	3Q 2011
Memphis, TN	4Q 2011
San Diego, CA	4Q 2011
Torrance, CA	4Q 2011
Houston, TX	4Q 2011
Dallas, TX	4Q 2011
Cleveland, OH	4Q 2011
Anaheim, CA	4Q 2011
Tulsa, OK	4Q 2011
Atlanta, GA	4Q 2011
Mississauga, ON, Canada	4Q 2011
Phoenix, AZ	4Q 2011
Nashville, TN	1Q 2012
Carlsbad, CA	1Q 2012
Ontario, CA	1Q 2012
Van Nuys, CA	2Q 2012
Oakdale, MN	2Q 2012
Huntington Beach, CA	2Q 2012
Arlington, TX	2Q 2012
Toronto, ON, Canada	2Q 2012
Glendale/Pasadena, CA	3Q 2012
Riverside, CA	3Q 2012
Oklahoma City, OK	4Q 2012
Bloomington, MN	4Q 2012
Rochester, NY	4Q 2012

SKY ZONE OVERVIEW

Sample Floor Plans:



SKY ZONE OVERVIEW



National Press:

THE WALL STREET JOURNAL. SMALL BUSINESS

Hiring Starts to Pick Up Pace

Finance, Tech, Service Firms Are Among the Companies Seeking More Workers

Hiring by the nation's small employers is accelerating, a sign that the stubbornly slow overall job recovery may be poised to gain momentum.

So far this year, small businesses have added roughly twice as many workers a month as they did in most of 2010, recent data show. Experts say small employers are cautiously ramping up as they gain confidence that business conditions and loan activity will hold steady or improve.



View Full Image
 Peter B. McArthur
 Jeff Platt of Sky Zone, a trampoline franchise company whose franchise deals rose sharply in the 1st quarter.

Financial, technology and other service providers have been doing the most hiring, mainly in areas such as sales and engineering, while employment in construction remains weak.

So far this year, companies with fewer than 500 employees have added an average of 188,000 jobs a month, according to payroll-company Automatic Data Processing Inc. Last year, they added an average of just 68,500 jobs a month.

Those numbers still aren't what economists consider healthy, but they're an improvement, and they're significant because companies with fewer than 500 workers employ about half of all private-sector employees in the U.S., according to the Small Business Administration.

"Small and young firms are the engine for job growth that we need," says Stephen Bronars, a senior economist for Welch Consulting, a labor advisory firm in Washington, D.C. They're "where the bulk of job creation is going to occur."

Large companies, which typically lag behind small firms when it comes to hiring, have also been hiring more. According to ADP—which derives its measure of employment from an anonymous subset of 500,000 U.S. business

clients—businesses with 500 or more employees have added an average of 11,300 jobs a month so far this year, after shedding an average of 3,400 jobs a month in 2010.

A number of factors may be contributing to small businesses' rosier outlook, including improvements in consumer spending, stock-market valuations and IPO activity, economists say.

A slight loosening of the credit markets may be another motivator. The Small Business Administration approved \$9.1 billion in small-business loans between Oct. 1 and Dec. 31—the most the agency has ever backed over a three-month period—due to loan enhancements provided by the Small Business Jobs Act.

In the first quarter, Sky Zone LLC, an indoor-trampoline franchise company, signed 25 franchise agreements, up from three a year earlier. The new franchisees secured 15 loans for a total of about \$12 million and will each hire up to four full-time and 40 part-time employees.

"Being able to acquire financing is now a more real possibility than it was a year or two years ago," says Jeff Platt, founder and chief executive of Sky Zone, a four-person St. Louis, Mo., business that plans to double its headcount this year.

Alroya Inc., a technology staffing firm in Sunnyvale, Calif., since 2001, is also growing. "Things have changed significantly over the last five or six months," says Amer Panchal, co-founder and CEO. So far this year, Alroya has added eight new employees in areas such as recruiting, marketing, sales and operations, expanding the firm's total headcount to roughly 250. Mr. Panchal says he's now looking to hire 10 more employees. By contrast, Alroya hired just one person in 2010.

"We were not confident about the outlook for the next year or so," Mr. Panchal says. "Many clients had hiring freezes and budgets that were frozen."

To be sure, many small businesses remain reluctant to hire. About half of companies with fewer than 100 employees say they have no hiring plans over the next six months, according to an American Express survey conducted in February and March with 728 respondents. Of the 35% of respondents that do plan to hire, about a third say they will add only one or two.

Some surveys suggest some small-business owners still lack confidence. The National Federation of Independent Business's small-business optimism index fell 2.6 points to 91.9 in March.

"There's still a lot of uncertainty," says Raymond Keating, chief economist for the Small Business and Entrepreneurship Council, a nonprofit advocacy group in Oakton, Va. "But," he adds, "things are clearly better."

Sky Zone / The Wall Street Journal / April 28, 2011

OUR FAVORITE 11 LAPTOPS FOR 'TREP'S

Entrepreneur Franchise



Flow Adam Bernhard is making \$100 MILLION in retail. Yes, retail.

fresh THINKING

Our list of the newest franchises is proof that a creative approach succeeds in even the roughest times

From the economic turmoil of the last couple of years, many entrepreneurs have been remarkably successful in finding new ways to grow. It's not that so many companies are new, but that so many of the new franchises, through all the bad news and uncertainty of the last couple of years, have managed to stay afloat and even thrive. There's no shortage of creative concepts here to attract those brave souls. Take Learning Centers, for instance. This new concept from the franchisor of Hastings Learning Centers takes advantage of the billions of dollars in federal funding provided by the No Child Left Behind Act to offer tutoring to underprivileged students. Hastings School Services franchises don't require a retail facility, which makes them convenient for owners who want to open a learning center. Also looking to work with schools to improve the lives of students is WholeSense Learning. Founded by Debbie Blaber and Amanda Gault, two South Florida moms who were frustrated with the quality of school lunches, the company and its franchisees deliver healthy, organic meals directly to children at participating schools. There's also been an abundance of new franchises added in the last couple of years, and it's no wonder. The pet industry is one sector that continues to grow in spite of the economy, with spending on pet products up 10% in 2009, according to the American Pet Products Association. One of the latest franchisees looking to cash in is Adventure Pet, which gives owners an additional appealing service by taking dogs on "field trips" that might not make their owners' jobs. There are 60 other companies listed here that took the plunge from franchising in either 2009 or 2010. If you'd like to jump in with them, be sure to do your homework first. This list is not a ranking or an endorsement of any particular company. It's just a first step on your journey to becoming a franchisee, which should include reading the company's Franchise Disclosure Document, talking to existing franchisees and consulting with an attorney and an accountant. **ENTREPRENEUR**

<p>Huzon, # Trend clothing resale store huzon.com (813)782-1390 Total cost: \$38.8K-139.1K Total franchises: 4 Company-owned: 1</p> <p>Tiremax Tires & wheels tiremaxfranchise.com (936)788-8215 Total cost: \$121.7K-341.1K Total franchises: 0 Company-owned: 10</p> <p>MISCELLANEOUS</p> <p>effafranchise Residential & commercial real estate effafranchise.com (515)770-7653 Total cost: \$13.8K-44.79K</p>	<p>Total franchises: 6 Company-owned: 0</p> <p>GoWalla Inc. Restaurant marketing & food-delivery services gowalla.com (800)402-1882 Total cost: \$29.1K-112K Total franchises: 2 Company-owned: 0</p> <p>Mom Corps Staffing & job-board services momcorp.com (888)438-8122 Total cost: \$19.2K-51.7K Total franchises: 9 Company-owned: 1</p> <p>Ny Home Repair LLC Residential home marketing services nyhomerepair.com</p>	<p>(800)881-5721 Total cost: \$9.9K-24.5K Total franchises: 3 Company-owned: 2</p> <p>PHYSICIAN Home warranty services physician.com (800)523-7246 Total cost: \$97.8K-146.8K Total franchises: 2 Company-owned: 1</p> <p>Power Hydrodynamic Inc. Pump-efficiency testing powerhydrodynamic.com (209)527-2908 Total cost: \$66.1K-99.6K Total franchises: 0 Company-owned: 1</p> <p>Real View Brics Cardboard moving box rental service</p>	<p>rentyourboxes.com (702)237-5253 Total cost: \$72.4K-80.8K Total franchises: 11 Company-owned: 0</p> <p>Sky Zone Recreational Center All-terrain/pole recreation center skyzoneports.com (314)616-6244 Total cost: \$464K-1.2M Total franchises: 0 Company-owned: 3</p> <p>Sports Image Sports marketing for high schools sportsimage.com (937)704-9670 Total cost: \$29.7K-40.2K Total franchises: 5 Company-owned: 1</p>	<p>Tide Dry Cleaners Dry Cleaning tidedrycleaners.com (888)446-2734 Total cost: \$652K-897K Total franchises: 3 Company-owned: 0</p> <p>Zippy Shell Mobile Self Storage Mobile self storage zippyshell.com (240)790-0190 Total cost: \$734.7K-1.1M Total franchises: 4 Company-owned: 0</p>
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September 2010

Small business profile

St. Louis Business Journal

October 19, 2007

89

Sky's the limit

Platt's St. Louis SkyZone courts \$1.9 million in revenue on 200,000 hours of jumping

BY RICK GRADY

St. Louis Business Journal

When Rick Platt started SkyZone three years ago, he couldn't get a bank to back the project.

Platt approached lenders with a plan to link trampolines to form an enclosure the size of a small basketball court — something that had not been done before. His idea was to develop a game using the SkyZone court and charge admission fees. "I thought it would be cool to own my own sport," he said.

The 38-year-old St. Louis banker already had acquired rights to a patented process for linking the trampolines, and was looking for "several million dollars" to build the first location. "The bankers wouldn't give me a dime," he said.

So Platt raised the money from family and friends. He recruited his son, Jeff Platt, then a student at Washington University, to help get the business off the ground. Platt, 23, presented the concept to his business class, garnering an A-minus and a lot of input.

They opened the first location in Las Vegas. The second, in Chesterfield, launched in July 2006. The business here has since logged 200,000 hours of jumping time, enough to generate \$1.9 million from the St. Louis operation, which also posted an operating profit. The combined St. Louis and Las Vegas businesses generated \$3 million in revenue last year, Jeff Platt said. Now the Platts are planning a third location for Sacramento, Calif.

"We were writing the book on this as we went, and we spent many months making mistakes. It took us six months to build our first location. Now we do it in two weeks," said Rick Platt, who moved to Las Angeles 38 years ago as an executive with Universal Metals Inc. "And the banks are now onboard."

The Sacramento location will be

company owned, and within the next 18 months Rick Platt said he plans to franchise the concept. He's still working out the costs, but said each location requires an investment of between \$750,000 and \$2.5 million, depending on the size and location of the building.

The SkyZone game — which includes elements of football, basketball, hockey and volleyball — is still on the drawing board. The Platts put it on hold after they found a following among athletes who asked to come in and use the courts for workouts.

SkyZone Recreational Center

17370 Edison Ave.
Chesterfield, Mo. 63005
(636) 530-4550
www.skyzone.com

SkyZone also has found a niche offering corporate events, birthday parties and morning aerobic classes. The challenge now is to grow all three, said Jeff Platt and Barclay Poole, a marketing executive with the company.

The St. Louis facility is located on Edison Avenue toward the west end of the shopping district created by THE Realty, which owns the 22,800-square-foot space where SkyZone operates. SkyZone admission costs \$10 an hour, plus \$2 to rent shoes. Everyone signs a waiver before entering a court, and SkyZone's staff of 20 monitors all four courts. The waivers help keep insurance costs under control, Rick Platt said. The original location worked with the University of Nevada-Las Vegas and had no serious incidents, he said, adding, "We wouldn't be in business if safety was a factor."

Among the businesses that use the facility is NewGround, a Chesterfield firm that designs, builds and markets banks and other financial service facilities nationally. Kevin Daulton, director of special projects at NewGround, said the company has tak-



Jeff Platt and his father, Rick Platt, plan to franchise SkyZone within the next 18 months.

en its design teams to SkyZone for corporate dodge ball tournaments.

"The SkyZone Court levels the playing field, regardless of a person's size or athletic ability, and people interact differently with each other. That's critical when you're building teams," Phillis said. "Our idea was to show how fun and fun thinking took a mundane sport like dodge ball and made it dynamic."

Jeff Platt said SkyZone's challenge now is to boost the number of corporate groups, such as NewGround, who use the center and keep SkyZone's appeal for its teen and young adult customers. To help with that work, SkyZone retained Atomic-Indust, a St. Louis marketing and design agency, this summer.

Mark Roesser, senior designer at AtomicIndust, said his agency is working with SkyZone on its logo and concepts to improve the interior that will keep people coming back.

"We think we can help with weekday traffic and there's an untapped market for adults," Roesser said.

SkyZone already holds adult exercise classes Mondays through Thursdays at 9:30 a.m. The facility is open Tuesdays through Thursdays, 3 p.m. to 8 p.m., Fridays through 10 p.m., Saturdays 10 a.m. to 10 p.m., and Sundays noon to 8 p.m., and at other times for special events.

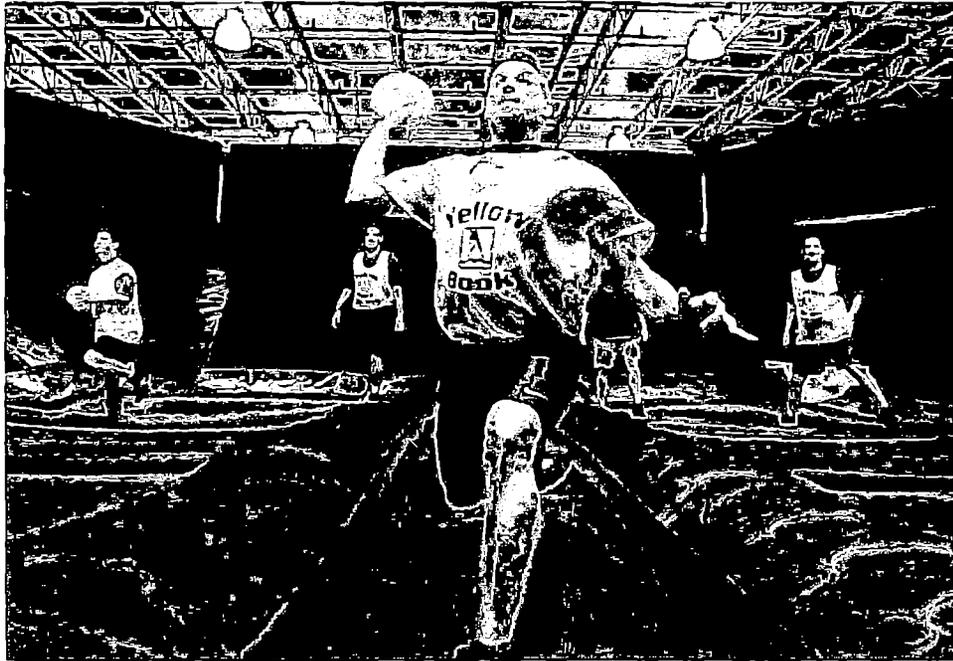
Jeff Platt said one area where customers eventually will see an upgrade is in concession foods. "We're thinking wraps and smoothies," he said. "We're looking for the right partner on this."

Professional services: At LI, an executive with Bank of America in St. Louis, handles SkyZone's banking. William Quicksilver, managing partner of Mowatt, Philps & Phillips in Los Angeles, takes care of the company's legal work. Karen Stern, an accountant with Brown Smith Walker in St. Louis, manages accounting.

BY LOUIS POST-TRIPOLI

Healthy & Fit

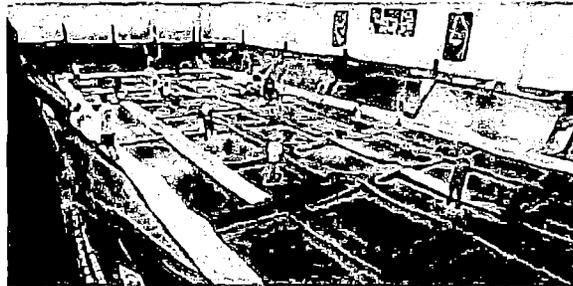
MONDAY | AUGUST 7, 2006 | SECTION HP |



LEFT: Ryan Cummings with Yellow Boots plays trampolines dodge ball with his co-workers at SkyZone in Chesterfield. Corporations use the facility for team-building exercises.

BELOW: Children get a directed workout at SkyZone, a new trampolining facility for workouts. There are three giant trampolines. The largest is 6,000 square feet. Photo by Kim Davidson for Post-Dispatch

JUMP ON IT



Trampoline facility offers great aerobic exercise, and the fun factor is sky-high.

SkyZone
Recreational
Center
Where 17779 Edison
Avenue, Chesterfield
Now open to
100 an hour for open
jumping. 14 open
aerial skyboxes
classes are \$12 plus
the shoe rental
fees of
open level
10. Lot to
10 p.m. daily
More info
636-530-4550

By Amy Bertrand
POST-TRIPOLI REPORTER & FITNESS CENTER

Some just bounce up and down where do flips across the unstable surface, while others do drills designed to get their brains racing. Finally, some, quite literally, jump through hoops.

At SkyZone Recreational Center, a trampoline facility that opened last month in Chesterfield, participants are finding a new way to exercise.

"Cardio-wise, clearly, this is the most phenomenal workout I've ever had," says Matt Winklerlak, a fitness instructor at the West County Y99.9A and at the Jewish Community

Center. "I found this place wonderful and I haven't been able to stop talking about it since. It's different, and it's fun. It's like you are a kid again, but you are working hard."

"It's the most dynamic workout in the world," says SkyZone CEO and founder Mark Platt. "Anybody can do it, because it's no-impact," meaning it's easy on the joints and factors.

Platt opened the first SkyZone in Las Vegas three years ago after bringing a patent for the concept. The facility there has taken off, and now he hopes to open them nationwide. But he thought he'd start in St. Louis, where he and his wife grew up and their two sons have attended college.

When you enter the facility there are three rooms from which to choose (though two more are being built). The primary one is

suspended above the main level and offers 6,000 square feet of jumping space. You have to strap on special shoes, which offer ankle support and special soles for traction, before you can begin.

Some people go there just to jump around and have fun. Others take special aerobics classes called SkyFitness, or you can work out with a personal trainer. And still others go there to play organized games.

"We play games just like you'd play outside," Platt says. "It's just that we do it on a J-Z surface."

Fitness

The biggest benefit of this playing surface is the low-impact aerobic training it offers.

PLEASE SEE TRAMPOLINE PAGE

"It's just a really great way to exercise with your kids. I'm not really motivated to work out on my own, but this is fun. It gets your heart rate up a lot faster than you think."

Karen Sandwell,
Gallatin

Testimonials:

American Heart Association 
Learn and Live.

Midwest Affiliate
Julie Hederman
Youth Market Director
460 N. Lindbergh
St. Louis, MO 63141
Tel: 314-488-1875
Julie.hederman@heart.org
www.americanheart.org

Dear Jeffrey,

I'd like to thank Skyzone Recreation Center for its' partership with the American Heart Association. The American Heart Association's mission is to reduce heart disease and stroke and to help children live stronger, healthier lives. This alliance is a natural fit because Skyzone also encourages children to start exercising early and to maintain a healthy lifestyle throughout their lifetime.

In working with the American Heart Association's programs, "Jump Rope for Heart" and "Hoops for Heart" in the schools, Skyzone has helped reward students who achieve an extraordinary level of donations. Skyzone's incentive of a free hour jump pass has excited and encouraged students' participation in hundreds of schools.

Skyzone's donations of thousands of jump passes, reward field trips and other promotions have helped increase the participation and donations to the American Heart Association throughout the metropolitan region. Your generosity and enthusiasm is greatly appreciated.

On behalf of the American Heart Association, I'd like to thank you for your support. Thank you for encouraging children to not only exercise and have fun, but to learn to give back to their community through their involvement in Jump Rope for Heart and Hoops for Heart.

Sincerely,

Julie Hederman
Youth Market Director
St Louis



810 Baltimore Ave., Suite 100
Kansas City, MO 64105
Phone: 816.472.7345
Fax: 816.474.7329
www.pe4life.org

MEMORANDUM

To: Rick Platt
From: Craig Jonas, Ph.D.
CC:
Date: October 18, 2004
Re: SkyZone

Dear Rick,

Just a quick note of thanks and congratulation on SkyZone! I am enthusiastic about the potential of your product. It is outstanding, fun exercise. Even 1 minute in the arena got my heart pumping and my legs tiring...

In a time when kids are tempted by so many (in)activities that promote unhealthy lifestyles, SkyZone presents a choice that is both fun and very active. To me, it seems like the real-life blend of Quidditch meets the future of team sports.

As a former high school and college coach and someone who studied sport academically, I see many direct benefits for athletes at all levels. Training at SkyZone will continue to be a highlight of communities that have access to its benefits.

PE4life is getting kids more active. I am asked to evaluate many products and approaches in that quest. I have not seen any that combines exercise and fun as well as you and SkyZone.

Please know that I support your effort wholeheartedly. I look forward to visting you again and best of luck for continued success.

Craig Jonas, Ph.D.

SKY ZONE OVERVIEW

Dear Rick,

I had to drop you a note with some of my observations about SKYZONE. I have the great privilege of working with some of the leading organizations in the world focused on human performance, obesity and wellness including the Olympic Training Center, the National Training Center and the Centers for Disease Control in Atlanta. Because of this I am constantly exposed to new methods of training. When I saw your SKYZONE court I was very intrigued; after speaking with George for 5 minutes I was excited; after spending 30 second on the court I was hooked!

I immediately saw the possible applications of the SKYZONE court for much more than competitive sport. George had me start with a series of 5 warm up jumps, I was absolutely blown away to see my heart rate was at 80% of my maximum heart rate! I was then able to easily moderate my intensity by the type of jumps I did. I was able to train with low impact yet still benefit from the positive effects of impact (bone density, strengthen connective tissue). I trained muscular strength, muscular endurance, neuromuscular coordination and cardio respiratory fitness simultaneously! I was able to use all the major muscle groups together, this is a big deal. You know what the best part was, it was a blast! I was having such a good time I didn't notice how hard I was working and I wouldn't have if didn't have my heart rate monitor on.

Rick, I want to encourage you to expand the use of this truly innovative way to exercise. The applications are endless, from professional athlete to adaptive application for the disabled. You have touched on something we have lost to a certain degree in our culture, the ability to play.

I look forward to visiting with you some time soon so we can look at some of the energy expenditures of your athletes and so I can get some court time.

Very sincerely, Jose

Jose Maresma-Fois
Exercise Physiologist
Regional Manager Education
Polar USA
800-841-8333 x111
Jose.maresma@polarusa.com



Experience the
world of

POLAR

**CITY OF COVINA
CONDITIONS OF APPROVAL
FOR SITE PLAN REVIEW 11-035
AS APPROVED BY THE PLANNING DIVISION
ON NOVEMBER 29, 2011**

The Site Plan Review Application No.11-035 to allow the operation of a "SkyZone" Indoor Trampoline Park from an existing commercial building located upon property at 1314 North Azusa Avenue in Covina, subject to the approved plans and conditions of approval listed below.

1.0 TIME LIMITS

- 1.1** The approval of this application Site Plan Review 11-035 shall be subject to revocation one year from the date of the affirmation of the application by the Planning Commission if the approved use has not commenced.

2.0 GENERAL REQUIREMENTS

- 2.1** Failure to comply with any conditions of approval noted herein shall be deemed just cause for revocation of project approval by the Planning Commission.
- 2.2** The applicant shall submit revised plans showing the two (2) planters located at the rear of the applicant's building. The irrigation system serving both planters shall be repaired and landscaping planted in both planter areas, as required by the Covina Design Guidelines, and complies with Section 17.64.140 of the Covina Municipal Code and obtain approval from the Planning Division.
- 2.3** A minimum of 109 parking spaces shall be available during the "SkyZone" Indoor Trampoline Parks' hours of operation.
- 2.4** The "SkyZone" hours of operation shall be as follows: Fall/Winter/Spring (August -May):Tuesday through Thursday from 3:00 p.m. to 8:00 p.m., Friday 12 Noon to 11:00 p.m., Saturday 10:00 a.m. to 12:00 a.m. and Sunday 12 Noon to 7:00 p.m. and Summer Season (May-August): Monday 10:00 a.m. to 8:00 p.m., Tuesday through Thursday 10:00 a.m. to 10:00 p.m., Friday 10:00 a.m.to 11:00 p.m., Saturday 10:00 a.m. to 12:00 a.m. and Sunday 12:00 Noon to 7:00 p.m.
- 2.5** The applicant shall obtain a City business license and pay the required fee(s) in compliance with the provision of Section 5.04.060 of the Covina Municipal Code.
- 2.6** All activities pertaining to the business shall be related to the on-site "SkyZone" Indoor Trampoline Park.

Page

- 2.7** Any future proposed or new business type (other than a "SkyZone" Indoor Trampoline Park), tenant improvements, building or interior business expansions, and /or site improvement modification shall first be reviewed and approved by City staff for compliance with this Conditional Use Permit, the Covina Municipal Code and the Covina Design Guidelines, and permit issuance processes. If determined by the Planning staff to exceed the scope or intent of this Conditional Use Permit or in any way conflict with appurtenant conditions, then the City may require the approval of a new Conditional Use Permit, the approval of additional zoning application(s)(if needed) and /or submittal of certain use- or impact-related studies to address any identified concerns.
- 2.8** The subject parking lot shall be accessible during all business hours.
- 2.9** All business activities shall be conducted completely inside of the building and all building doors shall be kept closed at all times during business activities. The applicant's business shall operate in compliance with Chapter 9.40 Noise of the Covina Municipal Code.
- 2.10** The application Site Plan Review 11-035 shall be approved subject to the approval of application Additional Permitted Use 11-001 by the Covina City Council.
- 2.11** The applicant shall comply with the attached requirements from the Covina Building Division.
- 2.12** The applicant shall comply with the attached comment(s) from the Covina Environmental Services Section
- 2.13** The applicant shall comply with the attached requirements from the Covina Police Department.
- 2.14** The applicant shall comply with the following comment from the Fire Department:
- 2.14.1** Change of occupancy class will require plan review by the Engineering Section of Los Angeles County Fire Department, please call (626)963-5564 for submittal requirements.
- 2.15** All final or construction plans and documents shall conform to the plans approved by the Covina Planning Commission. The Conditions listed herein shall be printed upon the face of and included as part of these plans.
- 2.16** Handicapped requirements, including site access identification, parking requirements, path of travel and building access, shall comply with all State of California and Federal Government regulations. Please contact the Covina

Page

Building Division for specific handicapped requirements pertaining to this project.

- 2.17 Ordinance requirements not herein listed are still applicable.
- 2.18 Sign permits are required for all new signs and/or modification of any existing signs. The proposed signs for this project are subject to a separate plan review. Submit proposed plans to the Planning Division for plan check and approval.
- 2.19 Screen from view all new roof, wall, or ground mounted mechanical equipment, utility equipment or utility meters. Locate, identify and provide cross-sectional details of screening material in the construction documents.
- 2.20 Parking lot illumination shall comply with the standards of the Covina Design Guidelines which require a minimum of 1.0 foot-candle of illumination in parking areas.
- 2.21 The site, landscaping and all improvements shall be maintained in a sound, healthy and attractive condition free of weeds, visible deterioration, graffiti or other conditions which violate the Municipal Code.
- 2.22 The City has the right of entry to inspect the premises to verify compliance with the conditions of approval and the Covina Municipal Code at any time.
- 2.23 Approval of this request shall not waive compliance with all other sections of the Covina Municipal Code, the Covina Design Guidelines, and all other applicable plans and non-City laws and regulations that are in effect at the time of Building Permit issuance or approval of this application.
- 2.24 This grant shall not be effective for any purposes until the permittee and the owner of the property (if other than the permittee) have filed at the office of the Planning Division their affidavit stating that they are aware of, and agree to accept, all of the conditions of this grant.
- 2.25 This project is categorically exempt pursuant to the California Environmental Quality Act (CEQA). If a Notice of Exemption is filed with the City, then the period during which legal challenges can be filed based upon violations of CEQA is reduced from 180 days to 30 days. To file the Notice of Exemption, please contact the Planning Division.
- 2.26 Permittee shall defend, indemnify and hold harmless the City, its agents, officers, and employees from any claim, action, or proceeding against the City or its agents, officers, or employees to attack, set aside, void or annul this permit approval, which action is brought within the applicable time period of Government Code Section 65009. The City shall promptly notify the permittee of

Page

any claim, action or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the permittee of any claim, action, or proceeding, or if the City fails to cooperate fully in the defense, the permittee shall not thereafter be responsible to defend, indemnify, or hold harmless the City.

- 2.27** The permittee shall reimburse the City for any court and attorney's fees which the City may be required to pay as a result of any claim or action brought against the City because of this grant. Although the permittee is the real party in interest in an action, but such participation shall not relieve the permittee of any obligation under this condition.
- 2.28** This permit shall not be effective for any purposes until the permittee and the owner of the property and verification permit and the chief planning official certifies on said permit that the premises and use comply with all of the terms and conditions of this grant of approval.



CITY OF COVINA

INTER-OFFICE MEMORANDUM

To: Planning Division

From: Flent McClain, Deputy Building Official 

Date: November 21, 2011

Subject: 1314 North Azusa Avenue

NOV 20 2011

After you have successfully completed the Planning Division's Site Plan Review process your plans should be ready for submitting to the Building Section for review of State and local Building Code requirements. These are general comments intended to prepare the applicant for a successful and expeditious plan review through the Building Section. Please be prepared to submit the following:

- ◆ Please submit five sets of complete plans; two sets shall be "**stamped approved**" by the Covina Planning Division and include the Building Section's comments for consultant review. This project must comply with the 2010 California Building Standards and Municipal Ordinances related to an occupancy change. The Sky Café will require an approved grease interceptor (GI) must be connected to all floor drains, floor sinks, compartment sinks, mop basins and the GI location must be approved by the LA County Health Department prior to permit issuance. An annual industrial/commercial waste permit will be required commencing at permit issuance.
- ◆ Two sets each of any structural and energy calculations shall be submitted with the above mentioned plans. All calculations must bear an original signature from the documented author.
- ◆ This project must comply with Federal and State Accessibility requirements to and throughout the building. Include compliance methods and structural details on the plans.
- ◆ Demolition and renovations activities require an asbestos containing materials (ACM) survey. (SCAQMD RULE 1403) The ACM report shall be prepared by an accredited testing laboratory in accordance with SCAQMD rules and regulations. Proof of notification to the South Coast Air Quality Management District (SCAQMD), Office of Operations, shall be submitted to the Building Division with your permit application for all renovations and demolition activities. Contact the SCAQMD at the address or number below for more information. Once any demolition activity has been approved by the SCAQMD, a formal demolition plan and permit must be obtained from the Building Division.
SCAQMD Headquarters; 21865 Copley Drive, Diamond Bar, CA, (909) 396-2381
- ◆ Los Angeles County Environmental Health (LACEH) plan approval for "food establishments" is required before permit issuance. Contact the Los Angeles County Environmental Health at 626-430-5560 for more information on submittal and the plan check process. The Health Department must approve the location of a grease interceptor.
- ◆ The Los Angeles County Fire Department needs to review your construction plans. to expedite this process you will need to contact one or more of their Regional plan check office(s): Appointments to discuss Fire Department requirements may be made between 7:30 a.m. and 10:30 a.m. The main

office is located at 5823 Rickenbacker Road, Commerce, CA 90040-3027. Phone number is (323) 890-4125.

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

Glendora Office, Building Plan Review Only

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

Commerce Office, Sprinkler & Alarm Plan Review

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

Commerce Office, Land Development / Access

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

- ◆ Please provide an additional digital copy (pdf preferred) of the building floor plan, elevations, and site plan to be submitted to the LA County Assessor. This copy should be in sufficient detail to allow the assessor to determine the square footage of the building and, in the case of residential buildings, the intended use of each room.
 - For additional information, please contact the LA County Assessor's, Public Service Desk at 888-807-2111.
- ◆ Construction activity within 500' of a residential zone is prohibited between the hours of 8:00pm and 7:00am and on Sundays and Holidays unless otherwise permitted by the City.
- ◆ The Building Section plan check process may address additional concerns.

ENVIRONMENTAL SERVICES SECTION
PLAN REVIEW COMMENTS

Project Address: 1314 N Arroya Ave Project #: SPR11-035/APU1100

Date Due: _____ Date Returned: _____ Reviewed By: _____

Description: 25,408 sq ft Skyzone Indoor Trampoline Facility

After initial review of your project, it has been determined that that your project requires submission of the following items and estimated fees.

Required Documents

Three (3) reports of each of the items noted below, including plans, must be submitted to Environmental Services. All signatures and stamps must have wet-ink application.

- Storm Water Pollution Prevention Plan (SWPPP - The project area is 1 acre or greater. A SWPPP must be provided for this project as required by the State Water Resources Control Board.
- Standard Urban Stormwater Mitigation Measure (SUSMP) - The project meets the Los Angeles Regional Water Quality Control Board's criteria for a Priority Planning Project. A SWPPP must be provided for this project.
- Site-Specific SUSMP - The project falls into a category specified by the Los Angeles Regional Water Quality Control Board as requiring a Site-Specific Mitigation Review.

Required Forms

All signatures and stamps must have wet-ink application.

- Form OC1 (must also attach copy onto field plans)
- Form PC
- Form LSWPPP (Local Stormwater Pollution Prevention Plan)
- Form P1
- Form P2
- Maintenance Covenant. See template and instructions.
- Construction and Demolition Debris Recycling will be required for this project. Please see forms and instructions.

Estimated Plan Review Costs – Total Estimated Environmental Review Fees \$ 40

- Initial Plan Review by Environmental Services - \$40, now due.
- Review of subsequent submissions to Environmental Services - \$40 (per subsequent submission).
- SWPPP - \$600, plus fees for additional review or consultation with City stormwater consultant, if requested.
- SUSMP - New development or redevelopment projects that meet redevelopment thresholds in the following project categories. Base cost, plus fees for additional review or consultation with City stormwater consultant, if requested.
 - o Single-family hillside home - \$300
 - o Ten or more unit homes - \$1,200
 - o Industrial/Commercial development with 100,000 or more square feet of impervious surface area- \$1,200
 - o Automotive service facility- \$1,200
 - o Retail gasoline outlet - \$1,200
 - o Restaurant - \$1,200
 - o Parking lot (5,000 square feet or more surface area or 25 or more parking spaces) - \$1,200
 - o Other development - \$600
- Construction site stormwater compliance inspection and reinspection fees of \$75 - \$125 per inspection may apply.
- Site Specific Mitigation Review - \$600 for projects with any of the following characteristics:
 - o Vehicle or equipment fueling areas
 - o Vehicle or equipment maintenance areas, including washing and repair
 - o Commercial or industrial waste handling or storage
 - o Outdoor handling or storage of hazardous materials
 - o Outdoor manufacturing areas
 - o Outdoor food handling or processing
 - o Outdoor animal care, confinement, or slaughter
 - o Outdoor horticultural activities

Additional Comments

Industrial Waste Permit may be required. Please check with Building Section.

Other _____

You are hereby advised that only Athens Services/Covina Disposal (888-336-6100), the City's exclusive franchise trash hauler, is allowed to provide bins and pick up and dispose of trash and recyclables, including all construction and demolition projects. The ONLY exception is that the project contractor, using his own equipment and staff, can take recyclables to a recycling facility.

ENVIRONMENTAL SERVICES PLAN CHECK AND INSPECTION FEES 2011

LOCATION: 1314 N Azusa Permit #: SPR11-035/APL11-001
 FEE: YES NO

Fee or Service Name/Description	Fee	Account Number
Hazardous Material/Illicit Discharge Response - Cleanup and Disposal Fee	Actual cost	6200-5550-00-43160
Hazardous Material/Illicit Discharge Response - Material Fee	Actual cost	6200-5550-00-43160
Hazardous Material/Illicit Discharge Response (per hour) 5:30pm-	\$ 125.00	6200-5550-00-43160
Hazardous Material/Illicit Discharge Response (per hour) 7:30am-5:30pm Mon-Fri	\$ 75.00	6200-5550-00-43160
NPDES Construction Site Inspection	\$ 75.00	6200-5550-00-43160
NPDES Construction Site Inspection - violation follow-up (per Incident)	\$ 125.00	6200-5550-00-43160
NPDES Site Specific Mitigation Review	\$ 600.00	6200-5550-00-43262
NPDES SUSMP and Site Specific Mitigation Review - 10 or more units, >1acre commercial/industrial including automotive shops or restaurants, >2 acres of parking lot	\$ 1,200.00	6200-5550-00-43262
NPDES SUSMP Review - Hillside Residential	\$ 300.00	6200-5550-00-43262
NPDES SUSMP Review - Other Development	\$ 600.00	6200-5550-00-43262
Environmental Impact Report - Initial Study (per application)	\$ 610.00	6200-5550-00-43290
Environmental Impact Report - Review and Admin of EIR	\$ 610.00	6200-5550-00-43290
NPDES WDID and SWPPP verification (document review)	\$ 25.00	6200-5550-00-43290
Environmental Plan Review - Additional Study (per review)	\$ 40.00	6200-5550-00-43400
Environmental Plan Review - Initial Study (3 reviews)	\$ 40.00	6200-5550-00-43400
NPDES Permit Inspection - Commercial/Industrial (Business License - annual)	\$ 85.00	6200-5550-00-46385
NPDES Permit Inspection - Restaurants (Business License - annual)	\$ 50.00	6200-5550-00-46385
NPDES - Environmental Compliance Fee (charged to all businesses with business license application)	\$ 15.00	6200-5550-00-46387
Refuse - late payment fee	10% of delinquent amt	6200-5580-00-46370
Refuse - service restoration fee after discontinuation of service for non-payment and barrel redelivery	\$ 50.00	6200-5580-00-46375
Refuse - large event and venue waste reduction & recycling plan review	\$ 50.00	6200-5580-00-46390
Illegal Recycling Container Impound Fee	\$ 500.00	6200-5580-00-46395

Vivian Castro *[Signature]* Total Due: \$ 40.00
 Date 11/22/11 Paid: _____ Date: _____

**CITY OF COVINA
INTER-OFFICE MEMORANDUM**

NOV 23 2011

To: Planning Department

From: Patrick Buchanan, Police Lieutenant 

Subject: Site Plan Review #2011-035
Addition to Permitted Uses #2011-001
Pinot Holdings – DBA: SkyZone Indoor Trampoline Park

Date: November 21, 2011

This memorandum is in response to the Site Plan Review and Addition to Permitted Use request from Pinot Holdings, DBA: SkyZone Indoor Trampoline Park, located at 1314 N. Azusa Ave., Covina.

After review of the information contained with the Site Plan Review, the Covina Police Department has the following concerns:

- The location has no video surveillance equipment noted on any plans or documents.
- The plans submitted do not contain any type of proposed signage in regards to loitering or prohibiting illegal conduct on the premises.

The Covina Police Department suggests the following remedies to the aforementioned issues:

- The Covina Police Department believes and promotes the idea that video surveillance not only assists in solving crime but, also deters criminal activity before it takes place. With that said, the Covina Police Department suggests that as part of its contribution to the Site Plan Review, the business owners/operators be required to install a video surveillance system. It is the recommendation of the Police Department that the video surveillance system contain at a minimum, the following items:
 - Exterior video surveillance cameras on the south and west sides of the building that cover any exits that are either going to be used as employee entrances or fire exits. These cameras should be of above average quality and be able to record images in low light.
 - Exterior video surveillance cameras on the north side of the building that cover each employee and customer entrance or exit. These cameras should be of above average quality and be able to record images in low light and darkness.
 - Exterior video surveillance cameras that will cover the parking areas on the north and west side of the business. These cameras should be of above average quality and be able to record images in low light and darkness.

- Interior video surveillance cameras that cover a majority of the public areas and exits from the building, both public and non-public.
- All video surveillance cameras should be connected to an above average quality Digital Video Recording (DVR) system that has the capability of recording all activity viewed by all surveillance cameras for at least 30 days.

- The installation of signage informing persons of laws regarding loitering or the prohibition of illegal conduct are very helpful in the prosecution of subjects who violate statutes preventing such conduct. The Covina Police Department requests the Site Plan Review contain requirements that the owner/operator of the business cooperate with the Police Department in developing and installing signage regarding criminal conduct prior to the business being granted a business license to operate.

If you have any questions as to the aforementioned information please feel free to contact me at (626) 705-5671 or pbuchanan@covinaca.gov

RESOLUTION NO. 2011-003 PC

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COVINA RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF COVINA ALLOW "INDOOR TRAMPOLINE PARKS" TO BE ADDED TO THE LIST OF PERMITTED USES FOR THE C-3A REGIONAL OR COMMUNITY SHOPPING CENTER ZONE DISTRICT, PURSUANT TO COVINA MUNICIPAL CODE, CHAPTER 17.60.

WHEREAS, Section 17.42.020 of the Covina Municipal Code lists various land uses that are permitted within the City's C-3A (Regional or Community Shopping Center) zones; and

WHEREAS, the City has received an application to operate an indoor trampoline park within a shopping center located within the C-3A zone; and

WHEREAS, the City's C-3A zoning regulations do not expressly list "indoor trampoline parks" as a permitted use within that zone; and

WHEREAS, Chapters 17.42 and 17.60 of the Covina Municipal Code recognize that not all land uses can be listed nor can all future uses be anticipated. Therefore, permitted uses in the C-3A Zone of the City may include ". . . such other uses as the Planning Commission and City Council . . . may deem to be similar and not more obnoxious and detrimental to the public health, safety and welfare, and related to the function of either a community or regional shopping center, as the case may be."; and

WHEREAS, pursuant to Chapter 17.60, the City Council may, upon a resolution of recommendation from the Planning Commission, permit an "unlisted" use to operate within a zone, provided that the City Council and Planning Commission make four findings, including that the unlisted use is similar to another use or uses already listed in the Code as permitted in that zone; and

WHEREAS, City staff has prepared this Resolution No. 2011-003 PC, containing certain findings and which adds "indoor trampoline parks" to Section 17.42.020 of Chapter 17.42 of Title 17 (Zoning) as a permitted use in the C-3A zone; and

WHEREAS, the Planning Commission has carefully considered all pertinent testimony and the staff report presented during a duly noticed public hearing for Resolution No. 2011-003 PC (Application "Additional Permitted Use 11-001").

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1: Based on the entire record before the Planning Commission, including all written and oral evidence presented to the Planning Commission, and the recommended findings made in the staff report and this Resolution, the Planning Commission of the City of Covina hereby recommends that the City Council adopt this Resolution 2011-003 PC.

SECTION 2: Pursuant to Section 17.60.040, the Planning Commission hereby adopts the four findings required to make its recommendation and the factual bases provided by staff, as more specifically outlined in the staff report.

SECTION 3: The Planning Commission also finds that this Resolution No. 2011-003 PC is consistent with the City of Covina General Plan because it merely adds "indoor trampoline parks" as a permitted use in the C-3A zone. C-3A zoned sites are identified in the General Plan as "General Commercial", and such a use would be consistent with that designation. No other special land use, circulation, environmental or public safety impacts are identified with such a use that could render it inconsistent with the General Plan. No other regulations governing such uses would be changed. They would remain subject to the same setback, height, parking, floor area and other development standards as all other uses in the C-3A zone. Further, the General Plan encourages creative and appropriate reuse of land to foster economic growth with the City. Overall, this added use made by Resolution No. 2011-003 PC remains consistent with the objectives and policies of each element of the General Plan and does not obstruct their attainment.

SECTION 4: The resolution is exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15301 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it pertains to the operation, permitting and leasing of an existing private structure involving negligible or no expansion of the use than already existing at the time of approval. The applicant intends to only make interior tenant improvements to reorient the existing structure to its proposed use.

SECTION 5: The Secretary shall certify to the adoption of this resolution.

APPROVED AND ADOPTED by the members of the Planning Commission of Covina this 29th day of November, 2011.



CHAIRMAN CHARLES HODAPP
CITY OF COVINA PLANNING COMMISSION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Planning Commission of the City of Covina at a regular meeting thereof held on the 29th day of November, 2011, by the following vote of the Planning Commission:

AYES:

NOES:

ABSENT:

ABSTAIN:


COVINA PLANNING COMMISSION SECRETARY

RESOLUTION NO. 11-7034

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA DIRECTING THAT "INDOOR TRAMPOLINE PARKS" BE ADDED TO THE LIST OF PERMITTED USES FOR THE C-3A REGIONAL OR COMMUNITY SHOPPING CENTER ZONE DISTRICT, PURSUANT TO COVINA MUNICIPAL CODE, CHAPTER 17.60.

WHEREAS, Section 17.42.020 of the Covina Municipal Code lists various land uses that are permitted within the City's C-3A (Regional or Community Shopping Center) zones; and

WHEREAS, the City has received an application to operate an indoor trampoline park within a shopping center located within the C-3A zone; and

WHEREAS, the City's C-3A zoning regulations do not expressly list "indoor trampoline parks" as a permitted use within that zone; and

WHEREAS, Chapters 17.42 and 17.60 of the Covina Municipal Code recognize that not all land uses can be listed nor can all future uses be anticipated. Therefore, permitted uses in the C-3A Zone of the City may include ". . . such other uses as the Planning Commission and City Council . . . may deem to be similar and not more obnoxious and detrimental to the public health, safety and welfare, and related to the function of either a community or regional shopping center, as the case may be."; and

WHEREAS, pursuant to Chapter 17.60, the City Council may, upon a resolution of recommendation from the Planning Commission, permit an "unlisted" use to operate within a zone, provided that the City Council and Planning Commission make four findings, including that the unlisted use is similar to another use or uses already listed in the Code as permitted in that zone; and

WHEREAS, the Planning Commission on November 29, 2011, approved Resolution No. 2011-003 PC, containing certain findings and which adds "indoor trampoline parks" to Section 17.42.020 of Chapter 17.42 of Title 17 (Zoning) as a permitted use in the C-3A zone; and

WHEREAS, the City Council has carefully considered all pertinent testimony and the staff report presented during a duly noticed public hearing for Resolution No. 11-7034 (Application "Additional Permitted Use 11-001").

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1: Pursuant to Section 17.60.040, the City Council hereby adopts the four findings required to make its recommendation and the factual bases provided by staff, as more specifically outlined below.

FINDINGS:

1. That field investigations have disclosed that the subject use and its operation are compatible with the uses permitted in the zones wherein it is proposed to be located;

Fact: The proposed "SkyZone" Trampoline Park has been requested to be added to the list of permitted uses only for the C-3A Commercial Zone district. Staff has found existing listed uses that are similar to the applicant's request. They include theater, theatrical and motion picture and cafes. Currently theaters and cafes are permitted uses and the family entertainment aspects of this use are similar. Currently a motion picture theater operates out of the same site. C-3A Commercial Zone Districts lend themselves to allowing for family entertainment uses such as a movie theater or an indoor trampoline park, which in turn support the retail components of the site. There are also ongoing scheduled events that last for a set amount of time, similar to movie theaters. Parents attend or drop their children off for a movie the same as they would do for an event/party at an indoor trampoline park. This also benefits the site in that the parents can then have time to frequent the movie theater or retail stores at the site. For these reasons staff believes that the indoor trampoline park's use and operation are compatible with the other permitted uses in this zone. Finally, this use is to be located within an existing regional shopping center, consistent with its C-3A zoning.

2. That the subject use is similar to one or more uses permitted in the zone within which it is proposed to be located;

Fact: The proposed "SkyZone" Trampoline Park's operation would be similar to two (2) permitted uses in the C-3A Commercial Zone district. They are theater and café use. This use is most similar to the theater use in that it provides family entertainment, has ongoing scheduled events (birthday parties), and compliment the site in which they would be located. Staff is unaware of any land use impacts posed by this project that are different from other similar entertainment venues.

3. That the subject use will not cause substantial injury to the values of property in the zone within which it's proposed to be located;

Fact: Staff does not believe the proposed "SkyZone" Trampoline Park would cause injury to the values of property located in the "Covina Town Square Shopping Center" for a couple of reasons:

- i. The use is similar to permitted uses in the shopping center and will complement them. As indicated above staff believes that the Indoor Trampoline Park will provide a unique regional venue to draw customers who will likely patronize the movie theater and other commercial uses on the site. Overall, staff believes that this will be a "net add" to the shopping center.

- ii. The landlord KIR Covina, L.P. recently entered into a lease with Pinot Holdings, LLP ("SkyZone") for a 25,608 square foot tenant space in the Covina Town Square Shopping Center and has given written consent to this application. This strongly indicates the owner's belief that this will be a "net add" to its property, rather than injure the property's value.
4. That the subject will be so designed, located and operated that the public health, safety and general welfare will be protected.

Fact: The proposed "SkyZone" Trampoline Park's layout and operations will be subject to the applicant complying with all applicable City Zoning, Building, Fire, Police, State and Federal regulations. Further, the project will be regulated through administrative Site Plan Review, by which Planning staff can impose site-specific conditions of approval. For your information the draft conditions that have been provided to the applicant are attached. As staff completes its review, these conditions may be amended as appropriate. Staff believes that this will provide sufficient regulation to ensure that any health, safety and welfare impacts are addressed.

SECTION 2: The City Council also finds that this Resolution No. 11-7034 is consistent with the City of Covina General Plan because it merely adds "indoor trampoline parks" as a permitted use in the C-3A zone. C-3A zoned sites are identified in the General Plan as "General Commercial", and such a use would be consistent with that designation. No other special land use, circulation, environmental or public safety impacts are identified with such a use that could render it inconsistent with the General Plan. No other regulations governing such uses would be changed. They would remain subject to the same setback, height, parking, floor area and other development standards as all other uses in the C-3A zone. Further, the General Plan encourages creative and appropriate reuse of land to foster economic growth with the City. Overall, this added use remains consistent with the objectives and policies of each element of the General Plan and does not obstruct their attainment.

SECTION 3: The resolution is exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15301 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it pertains to the operation, permitting and leasing of an existing private structure involving negligible or no expansion of the use than already existing at the time of approval. The applicant intends to only make interior tenant improvements to reorient the existing structure to its proposed use.

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

PASSED, APPROVED AND ADOPTED this 20th day of December, 2011.

Mayor, City of Covina

ATTEST:

City Clerk, City of Covina

APPROVED AS TO FORM;

City Attorney

CERTIFICATION

I, Catherine M. LaCroix, Deputy City Clerk of the City of Covina, hereby CERTIFY that Resolution No. 11-7034 was adopted by the Covina City Council at a regular meeting of the City Council held this 20th day of December, 2011, and was approved and passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Catherine M. LaCroix
Deputy City Clerk

CITY OF COVINA
AGENCY ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: NB 1

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

ITEM TITLE: City Council to consider proposed appointments to the Cultural Arts Advisory Commission

STAFF RECOMMENDATION

City Council to consider proposed appointments to fill the unexpired term of two vacancies on the Cultural Arts Advisory Commission from the applicants submitted or schedule interviews.

FISCAL IMPACT

There is no fiscal impact associated with this item.

BACKGROUND

On November 10, 2011, the City Clerk's Office received a letter of resignation from a member of the Covina Cultural Arts Advisory Commission. The City Clerk's Office posted a notice of unscheduled vacancy at City Hall, Covina Library and Joslyn Center, inviting applications. Currently there are three vacancies on the Cultural Arts Advisory Commission.

The City Council may make an appointment from the current applications received or direct staff to schedule interviews. The appointments would be for the remainder of the noted terms with one expiring on June 30, 2013 and the other on June 30, 2014.

RELEVANCE TO THE STRATEGIC PLAN

There is no direct relevance to the Covina Strategic Plan.

EXHIBITS

- A. Applications: Alisha VonLewis-Honeycutt and Yessica Campos

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

CITY OF COVINA

BOARD, COMMISSION AND COMMITTEE MEMBER
CANDIDATE APPLICATION

INSTRUCTIONS: Complete this application and return it to the City Clerk's Office, 125 East College Street, Covina, CA 91723
If you have any questions, please telephone the City Clerk Department at (626) 384-5430. Please TYPE or PRINT clearly in ink.

Board, Commission or Committee: Cultural Arts Commission

Your Name: Yessica Campos

Home Address: 15602 E. Glendale St., Covina 91722

Business Address: _____

Home Telephone No: (626) 678-4205 Cell Telephone No: (____) _____

Occupation: Director of Operations Business Telephone No.: (626) 384-5431

Why do you wish to serve the City?

BECAUSE I like to have access to cultural events with

What experience or education have you had relative to this field of concern?

None

What other City Boards, Commissions or Committees have you served?

None

To what civic service organizations do you belong? None

How did you become interested in this field of concern? I've Always Had an

interest. Now I like to help with my city.

Will you be able to attend all Board, Commission or Committee meetings?

Yes No

(If NO, please explain) _____

Are you willing to file a State financial disclosure statement as required?

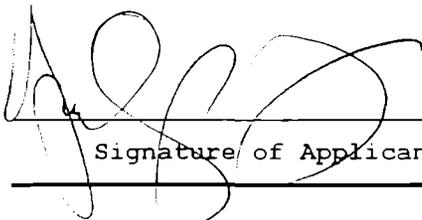
Yes No

Are you able and willing to complete the Local Government 101 requirements?

Yes No

(If No, please explain) _____

Is this an application for re-appointment? Yes No



Signature of Applicant

Dated: 11-28-11

RECEIVED BY
COVINA CITY CLERK
11 NOV 28 PM 4:44

CITY OF COVINA

BOARD, COMMISSION AND COMMITTEE MEMBER
CANDIDATE APPLICATION

RECEIVED BY
COVINA CITY CLERK

11 NOV 23 PM 2:29

INSTRUCTIONS: Complete this application and return it to the City Clerk's Office, 125 East College Street, Covina, CA 91724.
If you have any questions, please contact the City Clerk's Office at (626) 348-5430.

Please TYPE or PRINT clearly in ink.

BOARD, COMMISSION OR COMMITTEE: Cultural Arts Advisory Commission

Your Name: Alisha VonLewis - Honeycutt
Home Address: 4903 N. Nearglen, Covina, CA 91724
Business Address: 964 E. Badillo St.
Home Telephone No: (626) 974-6577 Cell Telephone No: (213) 276-6702
Occupation: Social Worker Business Telephone No: ()

Why do you wish to serve the City? To have an opportunity to participate in the civic efforts of maintaining community goals that will produce a better community to live in.

What experience or education have you had relative to this field of concern? As a social worker I have worked w/ Community Agencies in developing + promoting programs for the Arts (w/ youth). I've also worked with the Dept. of Parks + Recreation.

What other City boards, commissions or committees have you served? In the 1980's - I've worked with City of West Covina, + Rowland Heights, Parks + Recreation Dept, + School District.

To what civic service organizations do you belong? None at this time.

How did you become interested in this field of concern? As a Citizen, social worker and parent, I would love to be apart of the creative growth of our community in advocating and developing creative programs w/ Cultural diversity in mind.

Will you be able to attend all meetings of the Board/Commission/Committee? Yes No
(If NO, please explain) _____

Are you willing to file a State financial disclosure statement as required? Yes No

Are you able and willing to complete the Local Government 101 requirements? Yes No

(If NO, please explain) _____

Is an application for a re-appointment? Yes _____ No

Alisha VonLewis - Honeycutt
Signature of Applicant

Dated: 11/20/11

CITY OF COVINA
AGENDA ITEM COMMENTARY

MEETING DATE: December 20, 2011

ITEM NO.: CB 1

STAFF SOURCE: Kim J. Raney, Chief of Police 
Raymond Navera, Management Analyst
William J. Priest, Assistant City Attorney

ITEM TITLE: Continue Public Hearing on Ordinance No. 11-2003, amending Section 7.04.010 of Title 7 of the Covina Municipal Code to adopt by reference amendments to Chapter 10.37 of Title 10 of the Los Angeles County Code, pertaining to potentially dangerous and vicious dogs.

STAFF RECOMMENDATION:

That the City Council:

Continue the public hearing on Ordinance No. 11-2003, amending Section 7.04.010 of Title 7 of the Covina Municipal Code to adopt by reference amendments to Chapter 10.37 of Title 10 of the Los Angeles County Code, pertaining to potentially dangerous and vicious dogs.

FISCAL IMPACT:

None.

DISCUSSION:

On December 6, 2011, the City Council introduced Ordinance No. 11-2003 amending Section 7.04.010 of Title 7 of the Covina Municipal Code to adopt by reference amendments to Chapter 10.37 of Title 10 of the Los Angeles County Code, pertaining to potentially dangerous and vicious dogs. At that meeting, it was represented to the Council that this item would be brought back to the Council for a second reading/public hearing at its next meeting.

However, because Ordinance No. 11-2003 incorporates another jurisdiction's Code by reference, the notice of public hearing must be published for two consecutive weeks over a period of 14 days. (Govt. Code, Sections 50022.3; 6066). Because the City's newspaper of general circulation publishes only on Thursdays, the notices cannot be published for the legally required time prior to December 20.

Therefore, staff is requesting that this item be continued to the Council's next available meeting on January 17, 2011. This will permit the notices to be published according to law. Staff anticipates no adverse impacts due to the continuance.

RELEVANCE TO THE STRATEGIC PLAN

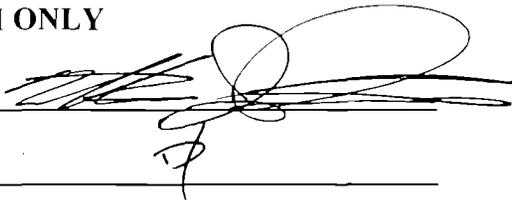
None.

EXHIBITS

None.

REVIEW TEAM ONLY

City Attorney: _____



Finance Director: _____



City Manager: _____



Other: _____