



REGULAR MEETING AGENDA
125 E. College Street, Covina, California
Council Chamber of City Hall
Tuesday, July 19, 2016

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

CALL TO ORDER

ROLL CALL

Council/Agency/Authority Members Walter Allen III, Peggy A. Delach, John C. King, Mayor Pro Tem/Vice Chair Jorge A. Marquez, and Mayor/Chair Kevin Stapleton

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/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to closed session for the following:

CLOSED SESSION

- A. G.C. § 54956.9(d)(4) – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation: One Matter

- B. G.C. § 54957.6 – CONFERENCE WITH LABOR NEGOTIATORS
Agency Designated Representative: Danielle Tellez, Human Resources Director
Employee Organizations: American Federation of State, County and Municipal Employees (AFSCME); Police Association of Covina (PAC); Police Management Group (PMG); and Police Supervisors of Covina (PSC)

C. G.C. § 54957.6 – CONFERENCE WITH LABOR NEGOTIATORS

Agency Designated Representative: Danielle Tellez, Human Resources Director
Unrepresented Employees: Mid-Management, Supervisory and Professional, and Confidential and Technical Employees; and Executive Employees (excluding the City Manager)

RECESS

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

RECONVENE AND CALL TO ORDER

ROLL CALL

Council/Agency/Authority Members Walter Allen III, Peggy A. Delach, John C. King, Mayor Pro Tem/Vice Chair Jorge A. Marquez, and Mayor/Chair Kevin Stapleton

PLEDGE OF ALLEGIANCE

Led by Councilmember Allen

INVOCATION

Given by Covina Police Chaplain Truax

PRESENTATIONS

Introduction of New Employees

Report: [New Employees](#)

National Night Out Proclamation

Parks and Recreation Month

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 Council/Agency/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/Agency/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. Minutes of the June 21, 2016, Regular and July 12, 2016, Special Meetings of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

Report: [Minutes](#)

CC 2. Payment of City demands in the amount of \$3,521,966.66.

Report: [City Demands](#)

CC 3. Payment of Agency demands in the amount of \$78,505.32.

Report: [Agency Demands](#)

CC 4. One-Year Contract Extension with Keolis Transit America, Inc. (formerly Diversified Transportation, LLC) for Covina Transit Operations Services.

Report: [Keolis Transit America, Inc. Contract Extension](#)

CC 5. Proposed Fourth Amendment to Professional Services Agreement with Absolute Security International, Inc. for Security Services at the Covina Metrolink Station and Parking Complex.

Report: [Absolute Security International, Inc. Agreement Amendment](#)

CC 6. Establishment of 2016-2017 Article XIII B Appropriation Limit for the City of Covina.

Report: [Resolution No. 16-7502](#)

CC 7. Approval of exception to the Covina Home Rehabilitation Loan/Grant Program Policy to allow expenditure of additional funds for necessary work for a qualifying household.

Report: [Covina Home Rehabilitation Program Policy Exception](#)

CC 8. Proposed First Amendment to Professional Services Agreement with RKA Consulting Group for City Engineering Services.

Report: [RKA Consulting Group Agreement Amendment](#)

CC 9. Revised Third Amendment to Contract for Park Landscape Maintenance Services with Landcare USA, LLC.

Report: [Landcare USA, LLC Contract Amendment](#)

CC 10. Lease Agreement between the City and WLM-CCC, LLC for building space for Senior Citizen Programs coordinated by the Parks & Recreation Department.

Report: [WLM-CCC, LLC Lease Agreement](#)

CC 11. Set public hearing date of August 16, 2016, for the consideration of Tentative Tract Map (TPM) 73588, 26 industrial condominium units within 3 buildings totaling 99,272 square feet on 4.3 acres of land located generally at 777 Edna Place Avenue–APN: 8429-006-017 and 018.

Report: [Public Hearing Date for Tentative Tract Map 73588](#)

CC 12. First Amendment to Professional Services Agreement with Covina Irrigating Company for Water System and Water Quality Consulting Services.

Report: [Covina Irrigating Company Agreement Amendment](#)

PUBLIC HEARINGS

PH 1. Public Hearing – Adopt Resolution Confirming the Engineer’s Report Dated June 21, 2016 and Ordering the Levying of Assessments on the Covina Landscaping District No. 1 for Fiscal Year 2016-17.

Report: [Resolution No. 16-7498](#)

Staff Recommendation:

1. Conduct the public hearing and consider all testimony that may be forthcoming; and
2. Adopt **Resolution No. 16-7498** confirming the Engineer’s Report dated June 21, 2016 and ordering the levying of assessments on the Covina Landscaping District No. 1 for fiscal year 2016-17.

PH 2. Public Hearing – Adopt Resolution Confirming the Engineer’s Report Dated June 21, 2016, and Ordering the Levying of Assessment on the Covina Lighting District No. 1978-1979 for Fiscal Year 2016-17.

Report: [Resolution No. 16-7499](#)

Staff Recommendation:

1. Conduct the public hearing and consider all testimony that may be forthcoming; and
2. Adopt Resolution No. 16-7499 confirming the Engineer’s Report dated June 21, 2016 and ordering the levying of assessments on the Covina Lighting District No. 1978-1979 for fiscal year 2016-17.

PH 3. Public Hearing – Adopt Resolutions Approving the Engineer’s Report for Levying Assessment on the Vehicle Parking District No. 1 for Fiscal Year 2016-17 and Confirming the Engineer’s Report Dated June 21, 2016 and Ordering the Levying and Collection of Assessments for Vehicle Parking District No. 1 for Fiscal Year 2016-17.

Report: [Resolution Nos. 16-7500 & 16-7501](#)

Staff Recommendation:

1. Conduct the public hearing and consider all testimony that may be forthcoming;
2. Adopt **Resolution No. 16-7500** confirming the Engineer's Report for levying assessment on the Vehicle Parking District No. 1 for fiscal year 2016-17; and
3. Adopt **Resolution No. 16-7501** confirming the Engineer's Report dated June 21, 2016 and ordering the levying and collection of assessments for Vehicle Parking district No. 1 for Fiscal Year 2016-17.

PH 4. Adoption of FY 2016-17 Budget and Capital Improvement Program.

Report: [2016-17 Budget and Capital Improvement Program](#)

Staff Recommendation:

1. Conduct the public hearing and consider all testimony that may be forthcoming;
2. Adopt **Resolution No. 16-7503** approving the City of Covina budget for July 1, 2016 through June 30, 2017; and
3. Adopt **Resolution No. 16-037** approving the operating budget for the City of Covina Successor Agency; and
4. Adopt **Resolution No. 16-7504** approving the Fiscal Year 2017-2021 Capital Improvement Program and the Fiscal Year 2017 Capital Improvement Program Budget.

PH 5. Resolution No. 16-7497 Town Center Specific Plan Amendment (TCSPA) No. 16-001, a request to amend the Permitted Uses and Conditionally-Permitted Uses allowed within the Town Center Specific Plan.

Report: [Resolution No. 16-7497](#)

Staff Recommendation:

Adopt City Council **Resolution No. 16-7497** approving modifications to Permitted Uses and Conditionally Permitted Uses within the Covina Town Center Specific Plan Focused Activity Areas 4 and 5 (TCSP-4 and TCSP-5).

PH. 6 Ordinance No. 16-2058 - Zone Change (ZCH) 16-001, a City Council-initiated request to change the zoning classification for the property located at 731 North Grand Avenue (APN 8429-006-006) on the northwest corner of Grand Avenue and Edna Place from C-2 "Neighborhood Shopping Center" to C-4 "Highway Commercial."

Report: [Ordinance No. 16-2058](#)

Staff Recommendation:

Waive full reading, read by title only, and introduce for first reading **Ordinance No. 16-2058** entitled, "AN ORDINANCE OF THE CITY OF COVINA, CALIFORNIA, APPROVING ZONE CHANGE (ZCH) 16-001, TO CHANGE THE ZONING CLASSIFICATION OF REAL PROPERTY LOCATED AT 731 NORTH GRAND AVENUE (APN: 8429-006-006) ON THE NORTHWEST CORNER OF GRAND AVENUE AND EDNA PLACE FROM C-2 'NEIGHBORHOOD SHOPPING CENTER' TO C-4 'HIGHWAY COMMERCIAL,' AND MAKING A DETERMINATION OF EXEMPTION UNDER CEQA."

PH 7. Ordinance No. 16-2057 - Zoning Code Amendment (ZCA) 16-002, a request to amend Section 17.54.030(S)(T)(U) of Chapter 17.04 to Title 17 (Zoning Ordinance) of the Covina Municipal Code to eliminate the distance requirement of 1,000 feet for on-site wine tasting in conjunction with a winery and on-site beer tasting in conjunction with a small brewery, which affects properties Citywide.

Report: [Ordinance No. 16-2057](#)

Staff Recommendation:

Waive full reading, read by title only, and introduce for first reading **Ordinance No. 16-2057** entitled, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINA, CALIFORNIA, AMENDING SUBSECTIONS S. AND T. OF SECTION 17.54.030 (USES PERMITTED SUBJECT TO CONDITIONAL USE PERMIT) OF CHAPTER 17.54 (LIGHT MANUFACTURING ZONE) OF TITLE 17 (ZONING) OF THE COVINA MUNICIPAL CODE TO ELIMINATE THE ONE THOUSAND FOOT DISTANCE REQUIREMENT BETWEEN ON-SITE BEER AND WINE TASTING IN CONJUNCTION WITH CRAFT MICRO-BREWERIES AND ARTISAN WINE-MAKING IN THE M-1 ZONE.”

CONTINUED BUSINESS – NONE

NEW BUSINESS

NB 1. Submittal of Water Supply Reliability Certification and Data Submission Form – Affirm Water Conservation Standard of 20%, as submitted by Interim City Manager to State Water Resources Control Board.

Report: [Water Supply Reliability Certification](#)

Staff Recommendation:

Affirm the Interim City Manager submission of a 20% water conservation standard to the State Water Resources Control Board.

NB 2. Designation of Voting Delegate and Alternates for the League of California Cities Annual Conference which includes the Annual Business Meeting - October 5 - 7, 2016.

Report: [Designation of Voting Delegate and Alternates](#)

Staff Recommendation:

1. Appoint one voting delegate to represent the City at the Annual Business Meeting of the League of California Cities General Assembly.
2. Appoint two alternate voting delegates to represent the City at the Annual Business Meeting of the League of California Cities General Assembly.
3. Direct the Chief Deputy City Clerk to submit the required “Voting Delegate Form” to the League’s Sacramento Office no later than Friday, September 23, 2016.

NB 3. Award contract to MIG, Inc., for providing planning, urban design, community outreach, environmental, economic analysis and engineering services for updating the Town Center Specific Plan.

Report: [MIG, Inc. Contract](#)

Staff Recommendation:

Award contract to MIG, Inc., for providing planning, urban design, community outreach, environmental, economic analysis and engineering services for updating the Town Center Specific Plan; and authorize the Interim City Manager to execute the Professional Services Agreement with MIG, Inc.

NB 4. Professional Services Agreement with Murray and Associates to conduct an executive search recruitment for the position of City Manager.

Report: [Murray and Associates Agreement](#)

Staff Recommendation:

That the City Council approve a Professional Services Agreement with Murray and Associates Executive Search firm.

ADJOURNMENT

The Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, August 16, 2016, at 5:00 p.m. for Study Session in the Covina Library Community Room at 234 N. Second Avenue, Covina, California, 91723; and at 6:30 p.m. for closed session and 7:30 p.m. for open session in the Council Chamber, 125 East College Street, Covina, California, 91723.

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.

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. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this 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 Covina City Clerk's Office does hereby declare that, in accordance with California Government Code Section 54954.2(a), the agenda for the Tuesday, July 19, 2016, meeting was posted on July 14, 2016, on the City's website and near the front entrances of: 1) Covina City Hall, 125 East College Street, Covina; and 2) the Covina Public Library, 234 N. Second Avenue, Covina.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA, AND SUBMITTED TO THE CITY COUNCIL AFTER PUBLICATION OF THE AGENDA, ARE AVAILABLE TO THE PUBLIC IN THE CITY CLERK'S OFFICE AT 125 E. COLLEGE STREET, COVINA.