



REGULAR MEETING AGENDA  
125 E. College Street, Covina, California  
Council Chamber of City Hall  
**Tuesday, December 06, 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. Government Code § 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)
  
- B. Government Code § 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 King.

**INVOCATION**

Given by Covina Police Chaplain Truax

**PRESENTATIONS**

**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 November 9, 2016, Special Meeting and November 15, 2016, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.**

**CC 2. Payment of City Demands in the Amount of \$1,598,901.78.**

- CC 3. Payment of Agency Demands in the Amount of \$15,791.54.**
- CC 4. City Council to Adopt Resolution No. 16-7563 Confirming Continued Existence of An Emergency Condition for the Residual Control System at the Charter Oak Reservoir Site Pursuant to Chapter 2.5 (Emergency Contracting Procedures) of the Public Contracts Code, Adopt Resolution No. 16-7567 to Amend FY 2017 Capital Improvement Budget to Increase Funding for Residual Control System at Charter Oak Site, and Authorize Interim City Manager to Execute Change Order No. 2 and Execute First Amendment to Professional Services Agreement with Doane and Hartwig Water Systems, Inc.**
- CC 5. Resolution No. 16-7568 Approving the Carryover of Continuing Appropriations from Fiscal Year 2015-2016 to Fiscal Year 2016-2017.**
- CC 6. Authorization to Fill Assistant Public Works Director Position in Department of Public Works on Interim Basis to Support Water Division Operations.**
- CC 7. Proposed Memorandum of Understanding between City of Covina and County of Los Angeles for Field Investigations to Determine Feasibility of Conducting a Regional Stormwater Project at Kahler Russell Park.**
- CC 8. Payment to Air-Bree Heating & Air Conditioning, Inc. (Air-Bree) For Heating, Ventilation, and Air Conditioning (HVAC) Services at Covina Metrolink Station Parking Complex.**
- CC 9. Seventh Amendment to Agreement between City of Covina and Interwest Consulting Group, Inc. for Planning and Transit Consulting Services.**
- CC 10. Second Amendment to Contract with Christian Brothers Mechanical Services, Inc. for Heating Ventilation and Air Conditioning Maintenance and Resolution No. 16-7564 to Amend the FY 2017 Operating Budget to Increase Funding for Heating Ventilation Air Conditioning Maintenance Services Contract by \$9,580.**
- CC 11. Fourth Amendment to Contract for Park Landscape Maintenance Services with Landcare USA, LLC.**
- CC 12. Energy Management Agreement with EnerNoc, Inc. for Management Services to Comply with Southern California Edison's Demand Management Program.**
- CC 13. Ordinance No. 16-2068 for Zone Change (ZCH) 16-002, to Amend the Official Zoning Map of the City of Covina by Changing the Zoning Designation from "C-3A COMMERCIAL ZONE (REGIONAL OR COMMUNITY SHOPPING CENTER)" and "C-R COMMERCIAL ZONE (RECREATION)" to "COVINA FORWARD SPECIFIC PLAN" with 6.12 Acres Zoned for "RD (MULTI-FAMILY)" and 4.54 Acres Zoned for "I (INSTITUTIONAL USE)" for the Proposed iTEC Transit-Oriented Mixed-Use Development for Property Generally Located at 1162 North Citrus Avenue and 117 East Covina Boulevard – APN: 8406-019-019, 8406-019-020 and 8406-019-017 - Second Reading and Adoption.**

- CC 14. Ordinance No. 16-2069 for Development Agreement (DA) 16-001, approving and Adopting a Development Agreement Between MLC Holdings, Inc. and the City of Covina Related to a Proposed Development Consisting of 117 For-Sale Townhouse Units on Approximately 6.12 Acres, the Conveyance of 1.11 Acres to the City and the Conveyance of 0.351 Acres to the City for Parkland, for Property Generally Located at 1162 North Citrus Avenue and 117 East Covina Boulevard – APN: 8406-019-019, 8406-019-020 and 8406-019-017 - Second Reading and Adoption.**
- CC 15. Approve the Inmate Food Service Agreement with the County of Los Angeles.**
- CC 16. Resolution No. 16-7570 Denying the Applicant’s Appeal and Sustaining the Planning Commission’s Approval of Resolution No. 16-025 PC with Conditions of Approval for Site Plan Review SPR 16-012 and Conditional-Use Permit CUP 16-009, a Request to Offer General Alcohol (Type 47 ABC License) for a New Sit-Down Eating Establishment Located on the Ground-Floor Level of the Building Located at 211 North Citrus Avenue within the TCSP-5 Zone of the Town Center Specific Plan.**

**PUBLIC HEARINGS**

- PH 1. Public Hearing of 2016 Annual Report for the Covina Downtown Business Area Enhancement District (BAED) and Proposed Assessment.**

Staff Recommendation:

- A. Conduct the public hearing of the 2016 Annual report for the Covina Downtown Business Area Enhancement District and proposed assessment.
- B. Adopt **Resolution No. 16-7566**, confirming the 2016 Annual Report for the Downtown Covina Business Area Enhancement District and levying the assessment described therein.

- PH 2. Public Hearing of 2016 Annual Report for the Prospero Park Business Area Enhancement District (BAED) and Proposed Assessment.**

Staff Recommendation:

- A. Conduct the public hearing of the 2016 Annual Report for the Prospero Park Business Area Enhancement District and proposed assessment.
- B. Adopt **Resolution No. 16-7565** confirming the 2016 Annual Report for the Prospero Park Business Area Enhancement District and levying the assessment described therein.

- PH 3. A Public Hearing to Consider Issuing a Report and Subsequent Adoption of Urgency Ordinance No. 16-2070 Extending a Moratorium on Prohibiting all Commercial Non-Medical Marijuana Activity in the City of Covina, Prohibiting Outdoor Marijuana Cultivation on Private Residences and Restricting Indoor Cultivation in Private Residences and Declaring the Urgency Thereof.**

Staff Recommendation:

- 1. Open the public hearing, receive public testimony and close the public hearing; and
- 2. Adopt and issue the report on measures taken during the moratorium per Government Code Section 65858; and

3. Adopt **Urgency Ordinance No. 16-2070**, An Urgency Ordinance of the City of Covina Extending the Term of Ordinance No. 16-2065 Enacted Pursuant to Government Code Section 65858 Establishing a Moratorium Extending a Moratorium on Prohibiting all Commercial Non-Medical Marijuana Activity in the City of Covina, Prohibiting Outdoor Marijuana Cultivation on Private Residences and Restricting Indoor Cultivation in Private Residences, Declaring the Urgency Thereof and Making a Determination of Exemption under the California Environmental Quality Act; a four-fifths (4/5) vote is required per California Government Code Section 65858(b); and
4. Direct staff to draft revisions to Chapter 17 of the Covina Municipal Code relating to prohibiting all commercial non-medical marijuana activity in the City of Covina, prohibiting outdoor marijuana cultivation on private residences and restricting indoor cultivation in private residences and return to the City Council for consideration of the proposed revisions by June 2017.

### **CONTINUED BUSINESS - NONE**

### **NEW BUSINESS**

**NB 1. Request to Amend the City's Classification Plan to Establish the Classification of Records Technician and Add the Classification to the Mid-Management, Supervisory and Professional, and Confidential and Technical Employees Compensation Rules.**

Staff Recommendation:

Adopt **Resolution No. 16-7571**, amending the City's Classification Plan to establish the classification of Records Technician and add the classification to the Mid-Management, Supervisory and Professional, and Confidential and Technical Employees Compensation Rules.

**NB 2. Approval of City Manager Employment Agreement by and between the City of Covina and Brian Saeki.**

Staff Recommendation:

That the City Council approve the Employment Agreement for the position of City Manager by and between the City of Covina and Brian Saeki.

**NB 3. Southern California Edison Schedule LS-1 Option E, Energy Efficient-Light Emitting Diode (LED) Fixture Replacement Rate Agreement.**

Staff Recommendation:

1. Authorize the Interim City Manager to execute the Southern California Edison Schedule LS-1 Option E, Energy Efficient-Light Emitting Diode (LED) Fixture Replacement Rate Agreement to place the City of Covina in the LS-1 Option E queue to replace current Edison-owned streetlight lamps with LED lamps; and
2. Authorize the Interim City Manager to inform Southern California Edison of the City of Covina's intent not to participate in the street Light Acquisition Program.

**NB 4. Election of Board Member for San Gabriel Basin Water Quality Authority Board Member Representing Cities with Prescriptive Water Pumping Rights.**

Staff Recommendation:

1. Cast the City's five votes for Mayor Pro Tem Jorge Marquez for Board Member to the San Gabriel Basin Water Quality Authority Board.
2. Direct staff to send a resolution casting the City's five votes for Board Member to the San Gabriel Basin Water Quality Authority.

**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, December 20, 2016, at 6:30 p.m. for closed session and 7:30 p.m. for open session inside 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, December 06, 2016, meeting was posted on December 1, 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.