



**MINUTES OF DECEMBER 20, 2016**  
**JOINT STUDY SESSION MEETING OF THE COVINA CITY COUNCIL/ SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY HELD IN THE COMMUNITY ROOM OF COVINA PUBLIC LIBRARY, 234 NORTH SECOND AVENUE, COVINA, CALIFORNIA**

**CALL TO ORDER**

Mayor Stapleton called the Council/Agency/Authority meeting to order at 5:00 p.m.

**ROLL CALL**

**Councilmembers Present:** Walter Allen III, Peggy A. Delach, John C. King (arrived 5:08 p.m.), Mayor Pro Tem/Vice-Chair Jorge A. Marquez, and Mayor/Chair Kevin Stapleton.

**Councilmembers Absent:** None.

**Elected Members Present:** City Treasurer Geoffrey Cobbett.

**Elected Members Absent:** City Clerk Mary Lou Walczak.

**Staff Members Present:** Interim City Manager Don Penman, Assistant City Attorney Serita Young, Police Chief John Curley, Public Works Director Siobhan Foster, Community Development Director Brian Lee, Finance Director Anita Agramonte, Parks and Recreation/Library Director Amy Hall-McGrade, and Chief Deputy City Clerk/Records Management Director Sharon F. Clark.

**COUNCIL/AGENCY/AUTHORITY COMMENTS** – None.

**CITY MANAGER COMMENTS** - None.

**NEW BUSINESS**

**NB 1. Department of Public Works - Water Operations Update.**

The staff report and a PowerPoint presentation were presented by Interim Water Services Supervisor Bill Peci who provided information about water quality, capital projects, the distribution system line-flushing program, contract with Covina Irrigating Company for water system and water quality consulting services, and related topics.

Discussion included the timeframe and process to get the new system online; public perception issues related to conservation and necessary line-flushing; re-use of water used for line-flushing; SCADA (supervisory control and data acquisition) training and system update with 24-hour

monitoring; a higher than normal incidence of hydrant damage necessitating replacement; desirability of a public information campaign to explain rate increases; and capture of storm water runoff.

**NB 2. Economic Development Update on Various Ongoing Commercial and High-Profile Development and/or Economic Development Projects within Covina.**

The staff report was presented by Community Development Director Lee.

Discussion included an update on litigation involving the City Ventures project; economic development and public safety concerns regarding a proposed County-run alternative high school; and details regarding the Giovanni's lease and the desirability of changing conditions for the property in the future.

**NB 3. Fiscal Year 2015-16 Year End Report and Fiscal Year 2016-17 Budget Update.**

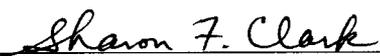
Interim City Manager Penman introduced the item, and the staff report and a PowerPoint presentation were presented by Finance Director Agramonte.

Discussion included a shortfall in the expected income from the Utility Users Tax; general timeline for the Dalton Place project and funding for the park component of the project; an increase in 2016 revised budget numbers due to unemployment claims, one-time severance costs, personnel issues, less than expected savings from contracted services versus in-house staff, and this year not being a good benchmark for those savings due to several one-time anomalies; savings of approximately \$60,000 on election costs due to consolidation with the County, savings on the City Manager's salary, and increased revenue due to new fees going into effect; reserves status; and the implementation of Finance policies and procedure, and purchasing and bidding practices which will assist in more competitive pricing in the future.

**ADJOURNMENT**

At 6:10 p.m., the meeting of the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority was adjourned 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 at 7:30 p.m. for open session in the Council Chamber, 125 East College Street, Covina, California, 91723.

Respectfully submitted:

  
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Sharon F. Clark, CMC  
Chief Deputy City Clerk

Approved this 17<sup>th</sup> day of January, 2017:

  
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Kevin Stapleton, Mayor/Chair