



CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING
AUTHORITY/COVINA HOUSING AUTHORITY JOINT MEETING
AGENDA

Tuesday, February 20, 2024, 7:30 p.m.
125 E. College Street, Covina, California
Council Chamber of City Hall

Members of the public may view the meeting live on the City's website at www.covinaca.gov or on local cable television, Spectrum channel 29 and Frontier Channel 42. To view from the website, hover over the Departments & Services tab until the drop-down menu appears and click on City Council Video Library under the City Council header. A live banner will appear at the start of the meeting.

Public Comments: During the meeting, there will be an opportunity for the public to speak. Public testimony is limited to five (5) minutes per speaker, unless, for good cause, the Mayor/Chairperson amends the time limit; a speaker's time may not be transferred to another speaker. State Law prohibits the Council/Agency/Authority Members from taking action on any item not on the agenda. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed.

To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance of the Council Chamber and give it to the City Clerk. Your name will be called when it is your turn to speak.

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 cityclerk@covinaca.gov or 626-384-5430. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

CLOSED SESSION

CLOSED SESSION - WILL NOT BE HELD

RECESS

JOINT MEETING—OPEN SESSION 7:30 PM

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

Led by Councilmember Delgado.

INVOCATION

Given by Police Chaplain Chuck Cannizzaro.

PRESENTATIONS - NONE

PUBLIC COMMENTS

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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

Staff Recommendation:

Approve the Minutes of the February 6, 2024, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

CC 2. Payment of Demands

Staff Recommendation:

Approve Payment of Demands in the amount of \$6,109,080.53

CC 3. City of Covina Investment Report for Month Ended January 31, 2024

Staff Recommendation:

Receive and File.

CC 4. Consideration of a Land Lease Agreement between the City of Covina and New Cingular Wireless PCS, LLC, to Install a Wireless Communication Facility at 735 N. Glendora Avenue, Covina - Wingate Park

Staff Recommendation:

Authorize the City Manager to execute the attached Land Lease Agreement between the City of Covina and New Cingular Wireless PCS, LLC, a Delaware limited liability company.

CC 5. Agreement between the City of Covina and SiteRep Construction Services, Inc. for Tenant Improvements at 401 N. Citrus Avenue

Staff Recommendation:

Authorize the City Manager to enter into a Minor Construction Agreement with SiteRep Construction Services, Inc. and execute all related documents.

CC 6. Approval of Department of Water Resources Grant Funding Sub-Agreement between the City of Covina and Three Valleys Municipal Water District

Staff Recommendation:

Authorize the City Manager to execute all documents associated with the Department of Water Resources Grant Funding Sub-Agreement between the City of Covina and Three Valleys Municipal Water District.

CC 7. Approval of a Second Amendment to Agreement Between the City of Covina and Clifton Larson Allen, LLP for Measure W Audit Services

Staff Recommendation:

Authorize City Manager to execute the Second Amendment to the Professional Service Agreement with Clifton Larson Allen to perform a program/compliance audit as required by Los Angeles County's Safe, Clean Water Program (Measure W).

CC 8. Adoption of Ordinance 24-01

Staff Recommendation:

Adopt Ordinance 24-01 entitled, "An Ordinance of the City Council of the City of Covina, California, Amending Chapter 2.04 (City Council) of the Covina Municipal Code to Add a New Section 2.04.050 (Compensation) Pertaining to Compensation of the Mayor and City Councilmembers".

CC 9. Request to Cancel the Regular City Council Meeting of March 5, 2024

Staff Recommendation:

That the City Council consider canceling the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority regular scheduled joint meeting of March 5, 2024; and direct the City Clerk's Office to post the required Notice of Cancellation.

CC 10. Award Professional Services Agreement to Review and Update the City's Comprehensive User Fee Study

Staff Recommendation:

Authorize the City Manager to execute a Professional Services Contract with Willdan for an amount not to exceed \$27,410 to perform and conduct a Comprehensive User Fee Study.

CC 11. Approve the Legal Services Agreement with Manning & Kass, Ellrod, Ramirez, Trester, LLP

Staff Recommendation:

Approve the Legal Services Agreement with Manning & Kass, Ellrod, Ramirez, Trester, LLP and authorize the City Manager to execute the Agreement on behalf of the City.

CC 12. Resolution CC 2024-08 to Amend the Fiscal Year 2023/2024 Capital Improvement Program to Increase Funding for the Covina Skate Park Project in the Amount of \$200,000

Staff Recommendation:

1. Amend the Contract for the Covina Skate Park Project with Spohn Ranch, Inc. in the amount of \$195,000 for a new not-to-exceed amount of \$1,631,350;
2. Amend the Professional Services Agreement with Siterep Construction Services, Inc for Inspection Services in the amount of \$5,000 for a new, not-to-exceed amount of \$55,160; and
3. Adopt Resolution CC 2024-08 to appropriate \$200,000 from available Measure W – Municipal Fund Balance to the Covina Skate Park Project (Account No. 2510-3400-55200-P2207) to provide the additional funding necessary to complete the Covina

Skate Park Project.

CC 13. Covina Police Department Locker Room Renovation Project – Award of Contract for McMurray Stern Inc. to Furnish and Install New Lockers at the Police Department Women and Men Locker Rooms

Staff Recommendation:

Award a contract for the Covina Police Department Locker Room Renovation Project to McMurray Stern Inc. as the lowest responsible bidder to furnish and install new lockers in the men and women locker rooms in a not-to-exceed amount of \$321,974.11 and authorize the City Manager to execute the contract.

CC 14. Covina Police Department Locker Room Renovation Project – Award of Contract for Construction Services to BBS Construction, Inc. in the Amount of \$695,000

Staff Recommendation:

1. Award a contract for the Covina Police Department Locker Room Renovation Project – Construction Services to BBS Construction, Inc. as the lowest responsive, responsible bidder in the amount of \$695,000 and authorize the City Manager to execute the contract;
2. Establish a contingency allowance of \$69,500 (10% of contract amount) for unforeseen conditions or additional construction services, if needed; and
3. Adopt Resolution CC 2024-09 amending the FY 2023-24 Capital Improvement Program Budget and appropriating an additional \$629,778.65 from the Police Department Community Facilities District Fund, Police Department Impact Fees Fund, and Measure CC Fund to be transferred into the Building Maintenance Fund for completion of the Covina Police Department Locker Room Renovation Project.

CC 15. Fiscal Year 2023-24 Mid-Year Budget Update and Adjustments Resolution CC 2024-10

Staff Recommendation:

1. Adopt Resolution CC 2024-10 authorizing Fiscal Year 2023-2024 mid-year budget adjustments; and
2. Receive and file the Fiscal Year 2023-24 Mid-Year Budget Update.

PUBLIC HEARINGS

PH 1. Ordinance 24-XX, Adding a Utility/Trench Cut Fees Section to the City’s Municipal Code and Establishing Utility/Trench Cut Fees in the City-Wide Fee Schedule

Staff Recommendation:

Continue the Public Hearing to a date uncertain.

CONTINUED BUSINESS - NONE

NEW BUSINESS - NONE

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 March 19, 2024, at 6:30 p.m. for closed session and at 7:30 p.m. for open session inside the Council Chamber at City Hall, located at 125 East College Street, Covina, California, 91723.