



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

Tuesday, August 5, 2025, 7:30 p.m.  
125 E. College Street, Covina, California  
Council Chamber of City Hall

**IMPORTANT NOTICE**

Members of the public may begin entering the City Council Chamber 15 minutes prior to the scheduled start time of the meeting as listed above. During this time, and the duration of the meeting, members of the public will have access to the City Council Chamber and first floor restrooms only.

Members of the public may view the meeting live on the City's website at [www.covinaca.gov](http://www.covinaca.gov) or on local cable television, Spectrum Channel 29 and Frontier Channel 42. To view from the website, click [here](#) or scroll down on the home page and click "City Meetings", once on the page, click the highlighted word next to Video Library under the City Council Meeting Agendas and Minutes header. A live banner will appear at the start of the meeting.

Public Comments: Time is reserved during the Public Comments portion of the meeting for those in the audience who wish to address the City Council on items listed on the agenda (*e.g. Consent Calendar, Continued Business, and New Business items*) and items not listed in the agenda within the subject matter jurisdiction of the City Council, except for Public Hearing items. Members of the audience will have the opportunity to address the Council/Agency/Authority regarding Public Hearing items at the time the public hearing is held.

All communications are to be addressed directly to the City Council and not to the members of the audience. Each speaker is limited to a total of three (3) minutes, subject to the Mayor/Chairperson's discretion to amend time limits based on anticipated length of the meeting. A speaker's time may not be transferred to another speaker. State Law prohibits the Council/Agency/Authority from taking action on any item not on the agenda.

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](mailto: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.

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JOINT MEETING—CLOSED SESSION 6:30 PM

**CLOSED SESSION - WILL NOT BE HELD**

JOINT MEETING—OPEN SESSION 7:30 PM

**CALL TO ORDER**

Council/Agency/Authority Members: Walter Allen, III, Patricia Cortez, John C. King, Mayor Pro Tem/Vice Chair Hector Delgado, and Mayor/Chair Victor Linares

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

Led by Mayor Linares.

**INVOCATION**

Given by Covina Police Chaplain Chuck Cannizzaro.

**APPROVAL OF AGENDA**

**PUBLIC COMMENTS**

This is the time and place for the general public to address the City Council/Agency/Authority on any item listed on the agenda (e.g. *Consent Calendar*, *Continued Business*, and *New Business items*) or not listed on the agenda, except for Public Hearing items. Members of the audience will have the opportunity to address the Council/Agency/Authority regarding Public Hearing items at the time the public hearing is held.

Each speaker is limited to a total of three (3) minutes, subject to the Mayor/Chairperson's discretion to amend time limits based on the anticipated length of the meeting.

**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 June 3, 2025, Special Closed Session Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

**CC 2. Minutes**

Staff Recommendation:

Approve the Minutes of the June 17, 2025, Special Closed Session Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

### **CC 3. Minutes**

Staff Recommendation:

Approve the Minutes of the June 17, 2025, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

### **CC 4. Minutes**

Approve the Minutes of the July 1, 2025, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

### **CC 5. Payment of Demands**

Staff Recommendation:

Approve Payment of Demands in the amount of \$8,898,524.34.

### **CC 6. City of Covina Investment Report for Month Ended June 30, 2025**

Staff Recommendation:

Receive and File.

### **CC 7. Memorandum of Understanding between LA County Metropolitan Transportation Authority & the City of Covina for Prop. A Discretionary Incentive Grant Program for Collecting & Reporting Data for the National Transit Database for Report Year 2023**

Staff Recommendation:

Authorize the City Manager to execute the Memorandum of Understanding between the Los Angeles County Metropolitan Transportation Authority and the City of Covina for the Proposition A Discretionary Incentive Grant Program for Collecting and Reporting Data for the National Transit Database for Report Year 2023.

### **CC 8. Designating Certain Officials as Individuals Authorized to Execute Applications and Documents for the Purpose of Obtaining Financial Assistance Under Public Law 93-288 (PL 93-288)**

Staff Recommendation:

Adopt **Resolution CC 2025-95** designating the Mayor, City Manager, or Director of Finance as authorized agent to execute applications and documents for the purpose of obtaining financial assistance for disaster relief.

### **CC 9. Adoption of Ordinance 25-06**

Staff Recommendation:

Adopt **Ordinance 25-06** Entitled, “Approving a Development Agreement Between Stiiizy Covina Inc, and the City of Covina, Related to Approval of a 4,600 Cannabis Microbusiness Retail Establishment Within the PCD (Planned Community Development) / M-1 (Light Manufacturing) Zone, Located at 754 East Arrow Highway (APN: 8405-003-032) and Making a Determination of Exemption Under CEQA.

### **CC 10. Adoption of Ordinance 25-07**

Staff Recommendation:

Adopt **Ordinance 25-07** Entitled, “An Ordinance of the City of Covina Approving a Development Agreement Between Rilano Covina Inc, and the City of Covina, Related to a Proposal To Approval of a 3,443 Square Foot Cannabis Retail Establishment Within the Mixed-Use Overlay District (MUOD) / Commercial (Regional or Community Shopping Center) C-3A Zone, Located at 216 East Rowland Street, (APN: 8451-001-019) and Making a Determination of Exemption under CEQA”.

#### **CC 11. Adoption of Ordinance 25-08**

Staff Recommendation:

Adopt **Ordinance 25-08** Entitled, “An Ordinance of the City Council of the City of Covina, California, Approving a Development Agreement between Zen GW Cali Partners LLC, and the City Of Covina, Related to Approval of a 3,956 Square Foot Cannabis Retail Establishment within the Covina Town Center Specific Plan (CTCSP) Mixed Use (MU) Zone Located at 125 South Citrus Avenue (APN 8444-001-018) and Making a Finding of Exemption Under CEQA”.

#### **CC 12. Request to Cancel the Regular City Council Meeting of August 19, 2025**

Staff Recommendation:

That the City Council consider cancelling the regular scheduled City Council Meeting of August 19, 2025.

#### **CC 13. Speed Hump Installation Project – Armel Drive between Rowland Avenue and Workman Avenue**

Staff Recommendation:

1. Approve Recommendation from the Transportation and Mobility Advisory Commission for the installation of speed humps on Armel Drive between Rowland Avenue and Workman Avenue; and
2. Award a Minor Construction and Maintenance Agreement to FS Contractors, Inc as the lowest responsive, responsible bidder in an amount not-to-exceed \$22,950 and authorize the City Manager to execute the agreement.

#### **CC 14. Award of Contract to FS Contractors, Inc. for the Replacement of Fencing located at the Covina City Yard and various locations along Charter Oak Wash in an amount not-to-exceed \$52,500**

Staff Recommendation:

Authorize the City Manager to execute a contract between FS Contractors, Inc. and the City of Covina for the Replacement of Fencing located at the Covina City Yard and various locations along Charter Oak Wash.

#### **CC 15. Designation of Voting Delegate and Alternates for the League of California Cities Annual Conference Which Includes the Annual Business Meeting – October 8-10, 2025**

Staff Recommendation:

1. Designate Councilmember Walter Allen, III, as the voting delegate and Mayor Pro Tem Hector Delgado, as the alternate to represent the City at the Annual Business Meeting of the League of California Cities General Assembly; and
2. Direct the Chief Deputy City Clerk to submit the required "Voting Delegate Form" to the League's Sacramento Office no later than September 24, 2025.

#### **CC 16. Confirm and Approve City Council’s Revisions to Various Boards and Commissions Appointments**

Staff Recommendation:

Approve the City Council’s revisions to various boards and commissions appointments.

#### **CC 17. Covina Police Department Parking Lots Slurry Seal Project – Project No. F2601 – Award of Minor Construction and Maintenance Agreement to FS Contractors, Inc in an Amount Not-To Exceed \$46,970**

Staff Recommendation:

1. Award a Minor Construction and Maintenance Agreement to FS Contractors, Inc. as

the lowest responsive, responsible bidder in an amount not-to-exceed \$46,970 and authorize the City Manager, or his designee, to execute the agreement; and

2. Adopt **Resolution CC 2025-96** amending the FY 2025-2026 Capital Improvement Program and Capital Improvement Program Budget to add the Covina Police Department Parking Lots Slurry Seal Project – Project No. F2601 and transfer \$46,970 from the General Fund into the General CIP Fund for use towards project completion.

**CC 18. Memorandum of Understanding (MOU) Side Letter Agreements with the Police Association of Covina (PAC) and the Police Supervisors Association of Covina (PSC)**

Staff Recommendation:

Approve **Resolution CC 2025-98** and **Resolution CC 2025-99** and authorize City Manager to sign MOU side letter agreements with PAC and PSC.

**CC 19. Purchase Agreement for the Replacement of a Public Works Utility Truck and the Modification of Two (2) Utility Trucks**

Staff Recommendation:

Authorize the City Manager to execute a Purchase Agreement with Puente Hills Ford for the purchase of one (1) 2025 Ford Maverick XL Hybrid and the reconditioning of two (2) fleet vehicles with (1) 2024 Ford F-250SD XL and one (1) 2024 Ford F-350SD XL for an amount not-to-exceed \$164,497.08.

**CC 20. Lease Agreement with Axon Enterprises Inc for a Mobile Audio/Video (In-Car) System and Body Worn Cameras**

Staff Recommendation:

1. Adopt **Resolution CC 2025-101** approving a ten-year lease agreement with Axon Enterprises Inc. for a mobile audio/video (in-car) system and body worn cameras using the competitively bid Sourcewell Cooperative Purchasing Agreement (Solicitation #101223-AXN);
2. Amend the Police Department's FY 2025-26 budget by \$133,000;
3. Authorize staff to repurpose and/or resell any current equipment including Cradlepoint units that remain in good condition as part of the implementation of the new Axon system.

**CC 21. 114 E. Italia Street Restaurant Remodel/Expansion Project – Project No. F2501 – Final Acceptance and Filing Notice of Completion**

Staff Recommendation:

1. Accept the work performed by Siterep Construction Services, Inc.;
2. Authorize the City Clerk to file a Notice of Completion for the 114 E. Italia Street Restaurant Remodel/Expansion Project – Project No. F2501; and
3. Approve **Resolution CC 2025-100** appropriating \$82,624.66 from Measure CC Fund – Fund Balance to be transferred into the General CIP Fund for project completion.

**CC 22. Request to Amend the City's Classification Plan to Establish the Classification of Neighborhood Preservation Manager**

Staff Recommendation:

That the City Council adopt **Resolution CC 2025-97** to establish and amend the City's Classification plan, and establish the new job description and salary range for Neighborhood Preservation Manager within the Mid-Management, Supervisory and Professional, and Confidential and Technical Employees (Unaffiliated) Compensation Rules.

**CC 23. Amending the FY 25-26 Operating Budget and Professional Services Agreement with IPME for The Design and Permitting of Two (2) Pre-Fabricated Units at Covina Recreation Village in an Amount not to Exceed \$100,000**

Staff Recommendation:

Approve a Professional Services Agreement with International Port Management Enterprise (“IPME”) Corporation for the design and permitting of two pre-fabricated container units consisting of a public bathroom and commercial space to be located at the Covina Recreation Village Park site (640-680 N Citrus Avenue).

**CC 24. Request for Approval to Convert Two Part-Time Positions into One Full-Time Office Assistant I Position**

Staff Recommendation:

That the City Council Approve an Additional Full-Time Office Assistant Position.

**PUBLIC HEARINGS**

**PH 1. Consideration of Resolutions Authorizing Annexation of Territory to City of Covina Community Facilities District No. 2007-1 (Public Services) (Annexation No. 39), and to Call and Hold a Special Election (342 N. Hollenbeck Avenue, Covina)**

Staff Recommendation:

1. City Council to open the public hearing and consider public testimony and close the public hearing;
2. Adopt **Resolution CC 2025-92**, authorizing the annexation of territory to Community Facilities District No. 2007-1 (Annexation No. 39) and authorizing the levy of a special tax and submitting the levy of tax to the qualified electors;
3. Adopt **Resolution CC 2025-93**, calling a special election and submitting to the voters of Annexation No. 39 of City of Covina Community Facilities District No. 2007-1 (Public Services), propositions regarding the annual levy of special taxes within Annexation No. 39 to finance public services, and the establishment of an appropriations limit; and
4. Adopt **Resolution CC 2025-94** making certain findings, certifying the results of an election and adding property to Community Facilities District No. 2007-1 (Public Services), Annexation No. 39.

**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, September 2, 2025, 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.