



REGULAR MEETING AGENDA  
125 E. College Street, Covina, California  
Council Chamber of City Hall  
**Tuesday, December 21, 2021**

**IMPORTANT NOTICE**

*This meeting is being conducted in accordance with Assembly Bill 361, regarding the COVID-19 pandemic.*

*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, 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.*

**In Person:**

*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.*

**Remotely via Zoom:**

*Access the meeting remotely via Zoom with one of the following devices:*

**Computer or Smart Device:**

<https://us02web.zoom.us/j/82069730102?pwd=SWtFajRFREYwSmU5MTZqWldZRTNxZz09>

**Telephone:**

*Dial: +1 669 900 6833  
Meeting ID: 820 6973 0102  
Passcode: 587209*

1. To request to speak during public comment, please click the “Raise Hand” button on the Zoom toolbar “Reactions” tab.

Note:

Computer / Smart Device Users: The “raise hand” feature is in the reactions tab.  
Telephone Users: Press star-nine (\*9) on your phone to raise your hand.

2. Staff will announce your name as listed on Zoom or the last four digits of your phone number when it is your turn to speak and unmute the microphone (audio only); speaker must be present when called to speak.
3. Please state your first and last name and city of residence at the beginning of your remarks for the record.
4. The microphone will be muted by staff when you have completed your comments or five (5) minutes have expired, whichever occurs first.

*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.*

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

**CALL TO ORDER**

**ROLL/CALL**

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

**PUBLIC COMMENTS**

*The public is invited to 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, unless, for good cause, the Mayor/Chairperson amends the time limit.*

**CLOSED SESSION**

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:

**A. Government Code §54956.9(d)(1) CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION:**

Name of Case: *Gutierrez, David v. City of Covina, et al*

Case Number: 21STCV17453

- B. Government Code §54956.9(d)(1) CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:**  
*One Matter: In re National Prescription Opioid Litigation, MDL No. 2804 (Federal District Court N.D. Ohio)*

**RECESS**

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

**RECONVENE AND CALL TO ORDER**

**ROLL/CALL**

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

**PLEDGE OF ALLEGIANCE**

Led by Mayor Marquez

**INVOCATION**

Given by Covina Police Chaplain Chuck Cannizzaro

**PRESENTATIONS**

- A. Charter Oak Advanced Choir Ensemble "ACE"
- B. Covina Christmas Parade Committee Recognition

**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. 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, unless, for good cause, the Mayor/Chairperson amends the time limit.*

**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 November 16, 2021, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

2021 11 16 Minutes CC DRAFT

### CC 2. Payment of Demands

**Staff Recommendation:**

Approve Payment of Demands in the amount of \$5,258,791.66.

Agenda Report - Payment of Demands OCT 29 - DEC 2 2021 - Pdf

### CC 3. Monthly Investment Report of the Treasurer to the City Council and Successor Agency to the Covina Redevelopment Agency for November 2021

**Staff Recommendation:**

Receive and File.

Agenda Report - Monthly Investment Report Ended November 30, 2021 - Pdf

### CC 4. Ordinance 21-09, Approving Zoning Code Amendment (ZCA) 21-003, by Amending RD Residential Zone (Multi-family), Chapter 17.28 of Title 17 (Zoning) of the Covina Municipal Code in its Entirety and Replacing with New Chapter 17.28, Sections 17.28.010 through 17.28.140; and Adopting the New Objective Design Standards for RD Residential Zone (Multiple-family) as a Separate Independent Document, and Make Findings Pursuant to CEQA - Second Reading and Adoption

**Staff Recommendation:**

Adopt on second reading **Ordinance 21-09** entitled, “An Ordinance of the City Council of City of Covina, California, approving Zoning Code Amendment (ZCA) 21-003 by amending RD Residential Zone (Multi-family) Chapter 17.28 of Title 17 (Zoning) of the Covina Municipal Code in its entirety and replacing with new Chapter 17.28, Sections 17.28.010 through 17.28.140; and, adopting the new Objective Design Standards for RD Residential Zone (Multi-family) as a separate independent document, and making a determination of Exemption under CEQA Guidelines Section 15061(B)(3).

Agenda Report - Ordinance 21-09 ZCA 21-003 - 2nd Reading & Adoption - Pdf

### CC 5. Approve and Make AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings

**Staff Recommendation:**

Approve and make the following findings so that meetings of the City Council and the City's Other Legislative Bodies are authorized to meet remotely in accordance with AB 361's special Brown Act requirements for teleconference meetings: (1) the City Council has reconsidered the circumstances of the COVID-19 state of emergency; and (2) state and local officials continue to recommend measures to promote social distancing.

[Agenda Report - AB 361 Findings - Special Brown Act Requirements for Teleconference Mtgs - Pdf](#)

- CC 6. Joint Purchasing Agreement with Other Governmental Entities for the Procurement of Chemicals to Maintain Water Quality that is not-to-exceed the Department of Public Works Approved Operating Budget Amount during any Fiscal Year

**Staff Recommendation:**

Authorize the City Manager to execute a Letter of Agreement that enables the Department of Public Works to Piggyback on a City of Vernon contract for the purchase of chemicals to maintain water quality with Waterline Technologies, Inc. in an amount not-to-exceed the approved budget amount during any fiscal year.

[Agenda Report - Joint Purchasing Agreement with Vernon & Waterline Technologies - Pdf](#)

- CC 7. Professional Services Agreement with CEJ Engineers, Inc. for Surveying Engineering Services for the Badillo Street Rehabilitation Project

**Staff Recommendation:**

Authorize the City Manager to execute a Professional Services Agreement between the City of Covina and CEJ Engineers, Inc. in an amount not-to-exceed \$55,000 for surveying engineering services for the Badillo Street Rehabilitation Project.

[Agenda Report - CEJ Engineers PSA for Surveying Engineering Svcs - Badillo St Rehab Project - Pdf](#)

- CC 8. Professional Services Agreement with MIG, Inc. to Provide On-Call, As Needed, Planning and Environmental Services to the City

**Staff Recommendation:**

Approve Professional Services Agreement with MIG, Inc. for providing on-call, as needed, Planning and Environmental Services to the City.

[Agenda Report - MIG PSA - Pdf](#)

- CC 9. Resolution CC 2021-134, A Resolution to Amend the Fiscal Year 2021-2022 Operating Budget to Appropriate ARPA Funds for a New Part-Time Staffing Position of City Resources Specialist in the Community Development Department & Appropriate Additional ARPA Funds Pertaining to the City Concierge Position

**Staff Recommendation:**

Adopt **Resolution CC 2021-134** amending the operating budget for fiscal year 2021-2022 to appropriate ARPA funding to create one limited term, part-time City Resources Specialist to assist with the oversight and implementation of American Rescue Plan (ARPA) Programs in the Community Development Department and to appropriate ARPA funding pertaining to the City Concierge position.

[Agenda Report - Resolution CC 2021-134 - Pdf](#)

- CC 10. Resolution CC 2021-135, A Resolution of the City Council of the City of Covina, California, Approving Applications for Per Capita Grant Funds through the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018

**Staff Recommendation:**

Adopt **Resolution CC 2021-135**, a resolution of the City Council of the City of Covina, California, approving applications for Per Capita Grant Funds through the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018.

[Agenda Report - Resolution CC 2021-135 - Pdf](#)

- CC 11. Amend Fiscal Year 2022-2026 City of Covina Five-Year Capital Improvement Program (CIP)

**Staff Recommendation:**

Adopt **Resolution CC 2021-136**, finding that the proposed amended Fiscal Year 2022-2026 City of Covina five-year Capital Improvement Program (CIP) is consistent with the goals and policies of the Covina General Plan.

[Agenda Report - Resolution CC 2021-136 CIP 2022-2026 Amendment - Pdf](#)

- CC 12. Panels Replacement Project Rancho La Merced Reservoir Electrical Upgrade – Adopt Resolution CC 2021-137

**Staff Recommendation:**

Adopt **Resolution CC 2021-137** to amend the Fiscal Year 2021-2022 Capital Improvement Program Budget to appropriate \$19,469.80 from available Water Funds (6010) for the Panels Replacement Project, Rancho La Merced Reservoir Electrical Upgrade (Account No. 60105060-55100-W2101) for the purpose of final acceptance.

[Agenda Report - Resolution CC 2021-137 Panels Replacement Project Rancho La Merced Reservoir Electrical Upgrade - Pdf](#)

- CC 13. Resolution CC 2021-138 Accepting the Public Improvements associated with Parcel Map No. 72690 “Dexter”

**Staff Recommendation:**

Adopt **Resolution CC 2021-138** accepting the public improvements associated with Parcel Map No. 72690 “Dexter.”

[Agenda Report - Resolution CC 2021-138 Parcel Map No. 72690 “Dexter” - Pdf](#)

- CC 14. Sewer Relief Line Project – San Bernardino Road from Second Avenue to Third Avenue – Award of Contract to GRBCON, Inc. for an Amount Not-to-Exceed \$934,666.00

**Staff Recommendation:**

1. Approve plans and specifications for the Sewer Relief Line Project – San Bernardino Road from Second Avenue to Third Avenue;
2. Award the contract for the Sewer Relief Line Project – San Bernardino Road from Second Avenue to Third Avenue to GRBCON, Inc. as the lowest responsive and responsible bidder in an amount not to exceed \$934,666 and authorize the City Manager to execute the contract; and,
3. Authorize an amount of \$94,000 (approximately 10%) as a contingency to cover the cost of unforeseen construction expenses.

Agenda Report - Sewer Relief Line Project – San Bernardino Rd - Second Ave to Third Ave – GRBCON Contract - Pdf

- CC 15. Covina Recreation Village Project – Award of Contract for Design Services to GGA for an Amount Not-to-Exceed \$1,037,220

**Staff Recommendation:**

1. Award Contract for the Covina Recreation Village Project for Design Services to GGA as the responsible bidder in an amount not-to-exceed \$1,037,220 and authorize the City Manager to execute the Contract; and
2. Establish a 10% contingency allowance of \$103,722 for additional services, if needed; and
3. Adopt **Resolution CC 2021-139** to amend the Fiscal Year 2021-2022 Capital Improvement Program budget to appropriate \$1,250,000 from the General Fund (Measure CC) and Parks CIP Fund to establish the Covina Recreation Village Project Account (46003400-55100-P2202) for the purpose of design services of the Covina Recreation Village project located at 301 E. Front Street and 707 N. Barranca Avenue.

Agenda Report - Covina Recreation Village Project – GGA, Design Services Contract - Pdf

- CC 16. City Wide Street Rehabilitation Project – Final Acceptance and Filing Notice of Completion

**Staff Recommendation:**

1. Accept the work performed by Gentry Brothers, Inc.; and
2. Authorize the City Clerk to file a Notice of Completion for the Street Rehabilitation Project.

Agenda Report - City Wide Street Rehab Project – NOC - Gentry Brothers - Pdf

- CC 17. Downtown Civic Center Parking Structure Façade Improvements Project

**Staff Recommendation:**

1. Award Contract for the Downtown Civic Center Parking Structure Façade Improvements Project to California Stone Veneer, Inc. as the lowest responsive

and responsible bidder in an amount not-to-exceed \$41,580 and authorize the City Manager to execute the Contract; and

2. Adopt **Resolution CC 2021-140** to authorize the appropriation of \$41,580 from the Municipal Parking District Fund Balance for the Downtown Civic Center Parking Structure Façade Improvements Project.

[Agenda Report - Downtown Civic Center Parking Structure Façade Improvements Project - CA Stone Veneer Contract - Pdf](#)

- CC 18. Execute a Professional Services Agreement with SAESHE to Provide Program Administration Services for the Used Oil Payment Program

**Staff Recommendation:**

Authorize the City Manager to execute a Professional Services Agreement with SAESHE to provide program management services for the Used Oil Payment Program.

[Agenda Report - PSA - SAESHE - Used Oil Payment Program - Pdf](#)

- CC 19. Resolution CC 2021-141 Accepting the Public Improvements Associated with Tract No. 72116 "City Ventures"

**Staff Recommendation:**

Adopt **Resolution CC 2021-141** accepting the public improvements associated with Tract No. 72116 "City Ventures".

[Agenda Report - Resolution CC 2021-141 Tract No. 72116 "City Ventures" - Pdf](#)

- CC 20. Covina Recreation Village Project – Award of Contract for Asbestos and Lead-Based Paint Abatement Services to Precision Contracting in the Amount of \$43,500

**Staff Recommendation:**

1. Award a Contract for Covina Recreation Village Project Asbestos and Lead-Based Paint Abatement Services to Precision Contracting as the lowest, responsible bidder in an amount of \$43,500 and authorize the City Manager to execute the Contract; and
2. Establish a 10% contingency allowance of \$4,350 for additional services, if needed.

[Agenda Report - Covina Rec Village Project – Precision Contracting Contract for Asbestos & Lead-Based Paint Abatement Svcs - Pdf](#)

- CC 21. Consideration of Participation in the 2022 Greater Los Angeles Homeless Count

**Staff Recommendation:**

Consider participation in the 2022 Homeless Count and Approve the Three Year Opt-In Program Agreement for the 2022 Greater Los Angeles Homeless Count Opt-In Program with the Los Angeles Homeless Services Authority, subject to final approval of terms by the City Attorney, and authorize the City Manager or his designee to sign related documents.

[Agenda Report - LAHSA 2022 Greater Los Angeles Homeless Count Opt-In Agreement - Pdf](#)



- CC 22. Adopt Resolution CC 2021-142, Implementing a Recovered Organic Waste Product Procurement Policy

**Staff Recommendation:**

Adopt **Resolution CC 2021-142**, implementing a Recovered Organic Waste Product Procurement Policy, per the requirements of SB 1383.

[Agenda Report - Resolution CC 2021-142, Implementing a Recovered Organic Waste Product Procurement Policy - Pdf](#)

- CC 23. Resolution CC 2021-143 Authorizing the Destruction of Obsolete Records

**Staff Recommendation:**

Adopt **Resolution CC 2021-143** authorizing the destruction of obsolete records in the Administrative Services (Finance and Human Resources), Parks & Recreation/Library Services, Public Works, and City Clerk/Records Management Departments.

[Agenda Report - Resolution CC 2021-143 Authorizing the Destruction of Obsolete Records - Pdf](#)

- CC 24. City of Covina Draft Business License & Fee Forgiveness Program

**Staff Recommendation:**

Receive and file the draft program documents and information, and work through the City Attorney's office to finalize program compliance with the American Rescue Plan of 2021 (ARPA) funding requirements.

[Agenda Report - Draft Business License & Fee Forgiveness Program - Pdf](#)

- CC 25. Resolution CC 2021-144, A Resolution of the City Council of the City of Covina Authorizing the City to Enter Into the Settlement Agreements With Mckesson Corporation, Cardinal Health, Inc., Amerisourcebergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-Mcneil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., Agree to the Terms of the Memorandum of Understanding Allocating Settlement Proceeds, and Authorize Entry Into the Memorandum of Understanding With the Attorney General and Authorize the City Manager to Take All Actions Necessary and Convenient to Implement the Settlements

**Staff Recommendation:**

Adopt **Resolution CC 2021-144**, A Resolution of the City Council of the City of Covina Authorizing the City to Enter Into the Settlement Agreements With Mckesson Corporation, Cardinal Health, Inc., Amerisourcebergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-Mcneil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., Agree to the Terms of the Memorandum of Understanding Allocating Settlement Proceeds, and Authorize Entry Into the Memorandum of Understanding With the Attorney General and Authorize the City Manager to Take All Actions Necessary and Convenient to Implement the Settlements.

[Agenda Report - Resolution CC 2021-144 Authorizing Settlement of National Opioid Litigation - Pdf](#)

CC 26. Temporary Outdoor Dining Program Extension

**Staff Recommendation:**

That the City Council extend the temporary encroachment permits for the outdoor dining program for 30 days.

[Agenda Report - Temporary Outdoor Dining Program Extension - Pdf](#)

**CONTINUED PUBLIC HEARINGS**

**CPH 1. A Continued Public Hearing for Notice of Intent to Vacate a Portion of Geneva Place between Citrus Avenue and 3rd Avenue and a Strip of Public Alley located at East Side of 141 West Geneva Place**

**Staff Recommendation:**

Continue the hearing to the meeting of January 18, 2022.

[Agenda Report - CPH Geneva Pl and Alley St Vacation - Pdf](#)

**PUBLIC HEARINGS**

**PH 1. City Council Election District Public Hearing #3**

**Staff Recommendation:**

That the City Council receive information about draft mapping proposals for district-based voting; conduct a public hearing to solicit public testimony regarding the draft maps; provide feedback and suggestions for revisions if appropriate.

[Agenda Report - Election District Public Hearing #3 - Pdf](#)

**PH 2. Public Hearing of 2022 Annual Report for the Covina Downtown Business Area Enhancement District (BAED) and Proposed 2022 Assessment**

**Staff Recommendation:**

1. Conduct the public hearing of the 2022 Annual Report for the Covina Downtown Business Area Enhancement District and Proposed Assessment; and
2. Adopt **Resolution CC 2021-132** confirming the 2022 Annual Report for the Downtown Covina Business Area Enhancement District, and levying the 2022 assessment described therein.

[Agenda Report - Resolution CC 2021-132 Covina Downtown BAED - Pdf](#)

**PH 3. Public Hearing of 2021 Annual Report for the Prospero Park Business Area Enhancement District (BAED) and Proposed 2022 Assessment**

**Staff Recommendation:**

1. Conduct the public hearing of the 2021 Annual Report for the Prospero Park Business Area Enhancement District and Proposed 2022 Assessment; and

2. Adopt **Resolution CC 2021-133** confirming the 2021 Annual Report for the Prospero Park Business Area Enhancement District and levying the 2022 assessment described therein.

[Agenda Report - Resolution CC 2021-133 Prospero Park BAED - Pdf](#)

**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 Tuesday, January 4, 2022, 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.

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 21, 2021, meeting was posted on December 16, 2021, on the City's website and near the front entrances of: Covina City Hall, 125 East College Street, Covina. The agenda is also posted at the Covina Public Library, 234 N. Second Avenue, Covina.

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.

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.