



CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

**APRIL 2, 2024, 7:00 PM
REGULAR MEETING**

**CITY HALL COUNCIL CHAMBERS
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790**

**Mayor Brian Calderón Tabatabai
Mayor Pro Tem Tony Wu
Councilwoman Letty Lopez-Viado
Councilman Ollie Cantos
Councilwoman Rosario Diaz**

Please turn off all cell phones and other electronic devices prior to entering the Council Chambers

AMERICANS WITH DISABILITIES ACT

The City complies with the Americans with Disabilities Act (ADA). If you will need special assistance at Council meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8 to 5 Monday through Thursday. Do call at least one day prior to the meeting date to inform us of your particular needs and to determine if accommodation is possible. For sign language interpreter services at Council meetings, please request no less than four working days prior to the meeting.

AGENDA MATERIAL

Agenda material is available for review at the City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue South, West Covina and at www.westcovina.org. Any writings or documents regarding any item on this agenda, not exempt from public disclosure, provided to a majority of the City Council that is distributed less than 72 hours before the meeting, will be made available for public inspection in the City Clerk's Office, Room 317 of City Hall located at 1444 W. Garvey Avenue South, West Covina, during normal business hours.

NOTICE

The City Council will regularly convene on the first and third Tuesday of the month. The West Covina Community Development Commission, West Covina Public Financing Authority and the West Covina Community Services Foundation are agencies on which the City Council serves as members. Agendas may contain items for these boards, as necessary.

**PUBLIC COMMENTS
ADDRESSING THE CITY COUNCIL
(Per WCMC 2-48, Ordinance No. 2150)**

Any person wishing to address the City Council on any matter listed on the agenda or on any other matter within their jurisdiction should complete a speaker card that is provided at the entrance to the Council Chambers and submit the card to the City Clerk.

Please identify on the speaker card whether you are speaking on an agenda item or non-agenda. Requests to speak on agenda items will be heard prior to requests to speak on non-agenda items. All comments are limited to five (5) minutes per speaker.

Oral Communications may be limited to thirty (30) minutes, unless speakers addressing agenda items have not concluded.

Any testimony or comments regarding a matter set for a Public Hearing will be heard during the hearing.

RULES OF DECORUM

Excerpts from the West Covina Municipal Code and Penal Code pertaining to the Rules of Decorum will be found at the end of agenda.

AGENDA

CITY OF WEST COVINA CITY COUNCIL/SUCCESSOR AGENCY

**TUESDAY APRIL 2, 2024, 7:00 PM
REGULAR MEETING**

INVOCATION

Led by Chaplin Kelly Dupee West Covina Fire Department

PLEDGE OF ALLEGIANCE

Led by Calderón Tabatabaai

ROLL CALL

REPORTING OUT FROM CLOSED SESSION

PRESENTATIONS

- Proclamation Declaring April Once Legacy Donate Life Month
- Proclamation Honoring National Public Safety Telecommunicators Week, April 14-20, 2024
- Presentation by the Police Department regarding Body Worn Cameras

CITY MANAGER'S REPORT

City Manager's report on current City projects

ORAL COMMUNICATIONS - Five (5) minutes per speaker

Please step forward to the podium and state your name and city of residence for the record when recognized by the Mayor.

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the City Council/Community Development Commission request specific items to be removed from the Consent Calendar for separate discussion or action.

APPROVAL OF MEETING MINUTES

- 1) **CONSIDERATION OF APPROVAL OF THE MARCH 19, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR SESSION MEETING MINUTES AND THE MARCH 19, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR CLOSED SESSION MEETING MINUTES.**

That the Council approve the March 19, 2024, City Council/Successor Agency Regular Session Meeting Minutes and the March 19, 2024, City Council/Successor Agency Regular Closed Session Meeting Minutes.

COMMUNITY DEVELOPMENT

- 2) **CONSIDERATION OF THE GENERAL PLAN ANNUAL PROGRESS REPORT FOR 2023**

It is recommended that the City Council receive and file this staff report.

HUMAN RESOURCES/RISK MANAGEMENT

3) CONSIDERATION OF APPOINTMENTS TO THE CALIFORNIA JOINT POWERS AUTHORITY BOARD OF DIRECTORS

It is recommended that the City Council appoint Mayor Brian Calderón Tabatabai as Director and Mayor Pro Tem Tony Wu and Finance Director Stephanie Sikkema as alternates to represent the City on the California Joint Powers Insurance Authority (CJPIA) Board of Directors and direct staff to submit the Certification of Director and Alternate(s) to CJPIA.

PUBLIC SERVICES

4) CONSIDERATION OF AMENDMENT TO AGREEMENT WITH JOE GHOUGASSIAN DBA J & L AUTO BODY REPAIR FOR BODY AND PAINT WORK AND BUDGET AMENDMENT FOR FLEET VEHICLE REPAIRS & MAINTENANCE

1. Authorize the Acting City Manager to execute Amendment No. 3 to the agreement with Joe Ghougassian dba J & L Auto Body Repair, increasing the maximum compensation for the final year of the agreement to \$250,000.
2. Approve the following resolution:

RESOLUTION NO. 2024-23 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024 (FLEET REPAIRS)

END OF CONSENT CALENDAR

MAYOR/COUNCILMEMBERS REPORTS

AB 1234 Conference and Meeting Report (verbal, if any)

(In accordance with AB 1234, Councilmembers shall make a brief report or file a written report on any meeting/event/conference attended at City expense.)

CITY COUNCIL REQUESTS FOR REPORTS, STUDIES OR INVESTIGATION

(Per City of West Covina Standing Rules 4.f - Requests for reports, studies, or investigations that are not readily available must be placed on the City Council/Successor Agency agenda as items of business and must be approved by a majority of the City Council/Successor Agency Board.)

CITY COUNCIL COMMENTS

ADJOURNMENT

Next Tentative City Council Meeting

Regular Meeting

April 16, 2024

7:00 PM

RULES OF DECORUM

The following are excerpts from the West Covina Municipal Code:

Sec. 2-48. Manner of addressing council; time limit; persons addressing may be sworn.

- a. Each person addressing the council shall step up to the rostrum, shall give his or her name and city of residence in an audible tone of voice for the record and unless further time is granted by the council, shall limit his or her address to five (5) minutes.
- b. The city council may establish a limit on the duration of oral communications.

- c. All remarks shall be addressed to the council as a body and not to any member thereof. No person, other than the council and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the council, without the permission of the presiding officer. No question shall be asked of a councilmember except through the presiding officer.
- d. The presiding officer may require any person to be sworn as a witness before addressing the council on any subject. Any such person who, having taken an oath that he or she will testify truthfully, willfully and contrary to such oath states as true any material matter which he knows to be false may be held to answer criminally and subject to the penalty prescribed for perjury by the provisions of the Penal Code of the state.

Sec. 2-50. Decorum--Required.

- a. While the council is in session, the members shall preserve order and decorum, and a member shall neither, by conversation or otherwise, delay or disrupt the proceedings or the peace of the council nor interrupt any member while speaking or refuse to obey the orders of the council or its presiding officer, except as otherwise herein provided.
- b. Members of the public shall not willfully disrupt the meeting or act in a manner that actually impairs the orderly conduct of the meeting. For the purposes of this code, "willfully disrupt" includes, but is not limited to, continuing to do any of the following after being warned by the Mayor that continuing to do so will be a violation of the law:
 - a. Addressing the Mayor and City Council without first being recognized.
 - b. Persisting in addressing a subject or subjects, other than that before the Mayor and City Council.
 - c. Repetitiously addressing the same subject.
 - d. Failing to relinquish the podium when directed to do so.
 - e. From the audience, interrupting or attempting to interrupt, a speaker, the Mayor, a council member, or a staff member or shouting or attempting to shout over a speaker, the Mayor, a council member or a staff member.
 - f. As a speaker, interrupting or attempting to interrupt the Mayor, a council member, or a staff member, or shouting over or attempting to shout over the Mayor, a council member, or a staff member. Nothing in this section or any rules of the council shall be construed to prohibit public criticism of the policies, procedures, programs, or services of the City or of the acts or omissions of the City Council. It shall be unlawful to violate the provisions of this Section.

If any subsection, sentence, clause, or phrase or word of this Section 2-50 is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Section. The City Council hereby declares that it would have passed this section and each subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more subsections, sentences, clauses, phrases or words had been declared invalid or unconstitutional.

Sec. 2-52. Persons authorized to be within council area.

No person, except city officials, their representatives and members of the news media shall be permitted within the rail in front of the council chamber without the express consent of the council.

The following are excerpts from the Penal Code

148(a) (1) Every Person who willfully resists, delays, or obstructs any public officer, peace officer, or an emergency medical technician, as defined in Division 2.5 (commencing with Section 1797) of the Health and Safety code, in the discharge or attempt to discharge any duty of his or her office or employment, when no other punishment is prescribed, shall be punished by a fine not exceeding one thousand dollars (\$1,000), or by imprisonment in a county jail not to exceed one year, or by both that fine and imprisonment.

403 Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 303 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor.



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: April 2, 2024

TO: Mayor and City Council

FROM: Paulina Morales
Acting City Manager

SUBJECT: CONSIDERATION OF APPROVAL OF THE MARCH 19, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR SESSION MEETING MINUTES AND THE MARCH 19, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR CLOSED SESSION MEETING MINUTES.

RECOMMENDATION:

That the Council approve the March 19, 2024, City Council/Successor Agency Regular Session Meeting Minutes and the March 19, 2024, City Council/Successor Agency Regular Closed Session Meeting Minutes.

DISCUSSION:

That the City Council adopt the attached minutes.

Prepared by: Lisa Sherrick, Assistant City Clerk

Attachments

Attachment No. 1 - 3/19/2024 Closed Session Minutes Draft

Attachment No. 2 - 3/19/2024 Regular Session Minutes Draft

CITY COUNCIL GOALS & OBJECTIVES: Enhance City Image and Effectiveness



CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

**MARCH 19, 2024, 6:00 PM
REGULAR MEETING - CLOSED SESSION**

**MANAGEMENT RESOURCE CENTER 3RD FLOOR
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790**

**Mayor Brian Calderón Tabatabai
Mayor Pro Tem Tony Wu
Councilwoman Letty Lopez-Viado
Councilman Ollie Cantos
Councilwoman Rosario Diaz**

MINUTES

CALL TO ORDER

A Regular Session Meeting was called to order by Mayor Calderón Tabatabai on Tuesday, March 19, 2024, at 6:02 p.m., in the Management Resource Center, 1444 West Garvey Avenue South, West Covina, California.

ROLL CALL

Council Members

Present: Council Members Rosario Diaz, Ollie Cantos (Arrived at 6:05), Letty Lopez-Viado, Mayor Pro Tem Wu, Mayor Brian Calderón Tabatabai

Absent: None

ATTACHMENT NO. 1

City Staff: Paulina Morales, Acting City Manager, Richard Bell, Chief of Police, Thomas Duarte, City Attorney, Stephanie Sikkema, Finance Director and Interim Human Resources and Risk Management Director, Michael Wroniak and Joung Yim City Attorney – Collins + Collins.

PUBLIC COMMENTS ON ITEMS ON THE AGENDA

None

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Government Code § 54956.9(d)(1)

1. Garik Derderian v. City of West Covina (LA Superior Court Case No. 22STCV16457)
2. Huynh vs. City of West Covina, et al. (LA Superior Court, Case No. 22STCV33466)

2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Pursuant to Government Code § 54956.9(d)(2)

Number of Cases: One (1)

3. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code § 54957.6

City Negotiators: Morales, Duarte

Employee Organizations

- Confidential Employees
- Maintenance & Crafts Employees
- Non-Sworn
- W.C. Police Officers' Association
- W.C. Firefighters' Management Assoc.
- W.C. Firefighters' Association, I.A.F.F., Local 3226
- General Employees
- Mid-Management Employees
- W.C. Police Management Association

Unrepresented Employee Group

- Department Heads

REPORTING OUT

City Attorney Thomas Duarte reported that no action was taken during the Closed Session Meeting

ADJOURNMENT

A motion to adjourn the Regular Closed Meeting was made by Mayor Calderón Tabatabai, and the meeting was adjourned at 6:37 p.m. The next regularly scheduled Regular Closed City Council Meeting will be held on Tuesday, April 2, 2024, at 7:00 p.m. in the Management Resource Center 3rd Floor, 1444 West Garvey Avenue South, West Covina, California.

Submitted By:

Lisa Sherrick
Assistant City Clerk

Brian Calderón Tabatabai
Mayor



CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

**MARCH 19, 2024, 7:00 PM
REGULAR MEETING**

**CITY HALL COUNCIL CHAMBERS
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790**

**Mayor Brian Calderón Tabatabai
Mayor Pro Tem Tony Wu
Councilwoman Letty Lopez-Viado
Councilman Ollie Cantos
Councilwoman Rosario Diaz**

MINUTES

CALL TO ORDER

A Regular Session Meeting was called to order by Mayor Brian Calderón Tabatabai on Tuesday, March 19, 2024, at 7:00 p.m., in the Council Chambers, 1444 West Garvey Avenue South, West Covina, California

INVOCATION

Led by Pastor Doug Wilson from Bethany Church

PLEDGE OF ALLEGIANCE

Led by Councilman Wu

ROLL CALL

Present: Council Members Cantos, Diaz, Lopez-Viado Mayor Pro Tem Wu, Mayor Calderón Tabatabai

Absent: None

REPORTING OUT FROM CLOSED SESSION

City Attorney Thomas Duarte reported that no action was taken during the Closed Session Meeting.

PRESENTATIONS

- Certificate Presented to Eagle Scout American Legion Post 790, Ian McLain on his Achievement.
- Proclamation Recognizing Woman's History Month
- Presentation by Vector Control

CITY MANAGER'S REPORT

City Manager's report on current City projects.

ORAL COMMUNICATIONS (In the interest of time, the speaking time was lowered

Angie Gillingham
Valerie Munoz
John Shewmaker
Brian Jobst
R. Robinson
Lisa Mayo
Rafael Castellon
Doug Fore
Matthew Smith
Yasmine Cordona
Phillip Gomez
James Gutierrez
Bill Elliot
Christian Sanchez
Liza Pena
Elissa
Therese Garcia
Melissa
Mike Morales

CONSENT CALENDAR

ACTION: Motion by Mayor Pro Tem Wu and Second by Councilwoman Diaz, 5-0 to: Approve Consent Calendar Items 1-7.

APPROVAL OF MEETING MINUTES

1) CONSIDERATION OF APPROVAL OF THE FEBRUARY 20, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR SESSION MEETING MINUTES AND THE FEBRUARY 20, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR CLOSED SESSION MEETING MINUTES.

Carried 5-0 to: approve the February 20, 2024, City Council/Successor Agency Regular Session Meeting Minutes and the February 20, 2024, City Council/Successor Agency Regular Closed Session Meeting Minutes.

Approved with the following change: Remove Councilwoman Lopez-Viado from being absent.

CITY CLERK'S OFFICE

2) BIENNIAL REVIEW OF CONFLICT OF INTEREST CODE

Carried 5-0 to: review the City's current Conflict of Interest Code and report to the City Council no later than October 1, 2024 regarding whether or not an amendment to the Code is required.

CITY MANAGER'S OFFICE

3) CONSIDERATION OF DESIGNATION OF AUTHORIZED AGENT FOR OFFICE OF EMERGENCY SERVICES GRANTS

Carried 5-0 to: adopt the following resolution:

RESOLUTION NO. 2024-16 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, DESIGNATING CERTAIN CITY OFFICIALS TO ACT ON BEHALF OF THE CITY FOR THE PURPOSE OF OBTAINING FEDERAL AND STATE FINANCIAL ASSISTANCE FOR EMERGENCY AND DISASTER RELIEF, AND AUTHORIZING SUBMITTAL OF REQUIRED RESOLUTION TO CAL OES

4) CONSIDERATION OF RESOLUTION NO. 2024-24 TERMINATING THE LOCAL EMERGENCY RELATING TO WINTER STORMS OF 2024

Carried 5-0 to: adopt the following resolution:

RESOLUTION NO. 2024-24 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, PROCLAIMING THE TERMINATION OF THE LOCAL EMERGENCY PROCLAIMED ON FEBRUARY 6, 2024 RELATING TO THE WINTER STORM

COMMUNITY DEVELOPMENT

5) GRANT OF EASEMENT FOR UTILITY PURPOSES IN FAVOR OF SOUTHERN CALIFORNIA EDISON FOR 2121 SHADOW OAK DRIVE

Carried 5-0 to: adopt the following resolution:

RESOLUTION NO. 2024-13 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, GRANTING AN EASEMENT TO SOUTHERN CALIFORNIA EDISON AND AUTHORIZING THE ACTING CITY MANAGER TO EXECUTE THE GRANT OF EASEMENT

6) CONSIDERATION OF FINAL PARCEL MAP NO. 83850 LOCATION: 2825 E CORTEZ DRIVE SUBDIVIDER: CAL LAND ENGINEERING INC.

Carried 5-0 to: adopt the following resolution:

RESOLUTION NO. 2024-12 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, APPROVING FINAL PARCEL MAP NO. 83850 LOCATED AT 2825 E. CORTEZ AVENUE

PUBLIC SERVICES

7) CONSIDERATION OF EXTENSION TO THE AGREEMENT WITH LOS ANGELES CENTERS FOR ALCOHOL AND DRUG ABUSE (LA CADA) FOR HOMELESS SERVICES

Carried 5-0 to:

1. Approve a four-year extension to the agreement with the Los Angeles Centers for Alcohol and Drug Abuse (LA CADA).
2. Authorize the Acting City Manager to negotiate and execute an amendment to the agreement with LA CADA, in such final form as approved by the City Attorney.

END OF CONSENT CALENDAR

HEARINGS

PUBLIC HEARINGS

8) PUBLIC HEARING FOR ZONE CHANGE NO. 23-02/ORDINANCE NO. 2520 AMENDING THE ZONING MAP OF THE CITY OF WEST COVINA TO CREATE

CONSISTENCY BETWEEN THE NEW DEVELOPMENT CODE AND THE ZONING MAP FOR THE CITY

Public Comments in Favor

None

Public Comments Neither in Favor nor Opposed

None

Public Comments in Opposition

None

ACTION: Motion by Mayor Pro Tem Wu Second by Councilwoman Diaz, 5-0 to:
take the following actions:

1. Conduct the public hearing;
2. Introduce the following ordinance:

ORDINANCE NO. 2520 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA ADOPTING ZONE CHANGE NO. 23-02, REZONING PROPERTIES IN THE PLANNED INDUSTRIAL (I-P), PUBLIC BUILDING (P-B), MEDIUM COMMERCIAL (C-2) AND HEAVY COMMERCIAL (C-3) ZONES AND REZONING THE REGIONAL COMMERCIAL, OFFICE PROFESSIONAL, NEIGHBORHOOD COMMERCIAL, AND SERVICE COMMERCIAL ZONES WITH MIXED USE OVERLAY IN ASSOCIATION WITH THE DEVELOPMENT CODE UPDATE AND REZONING CERTAIN PROPERTIES FOR LAND USE CONSISTENCY, AND MAKING A DETERMINATION THAT THE PROJECT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO CEQA GUIDELINES SECTION 15061(B)(3) (COMMON SENSE EXEMPTION)

DEPARTMENTAL REGULAR MATTERS

CITY MANAGER'S OFFICE

9) UPDATE ON EFFORTS ESTABLISHING PUBLIC HEALTH DEPARTMENT AND SERVICE AGREEMENT WITH THE CITY OF LONG BEACH PUBLIC HEALTH LABORATORY

ACTION: Motion by Mayor Pro Tem Wu, Second by Councilwoman Diaz, (No: Tabatabai) 4-1 to: take the following actions:

1. Receive and file updates regarding efforts to establish a public health department; and

ATTACHMENT NO. 2

2. Approve the agreement with the City of Long Beach for Laboratory Testing Services, in substantially the form as attached and in such final form as approved by the City Attorney.

MAYOR/COUNCILMEMBERS REPORTS

- Mayor Pro Tem Wu referenced the Taiwan trip and the presentation highlighted by the City Managers presentation. Mayor Pro Tem thanked his Council colleagues and City Attorney that attended the trip to Taiwan with him. Emphasized the AI robotic program and collaboration with the School District.
- Councilwoman Diaz felt privileged for the opportunity to attend the trip to Taiwan with her colleagues. There were great meetings and partnership; it was a nice trip and everyone was safe.

CITY COUNCIL REQUESTS FOR REPORTS, STUDIES OR INVESTIGATION

- Councilman Cantos with a second by Mayor Pro Tem Wu asked staff to look into the permitting charges related to group homes, to defray the cost specifically by Police Department– No Objection. Follow up by Councilwoman Lopez-Viado requested a presentation on group homes.
- Councilman Cantos with a second by Mayor Pro Tem Wu ask staff to develop a detailed communication/promotion plan to hype up events. - No Objection.
- Mayor Calderón Tabatabai second by Mayor Pro Tem Wu requested a meeting with school districts to establish a date with Lopez-Viado. Councilman Cantos also asked to attend.
- Mayor Calderón Tabatabai requested a Cease Fire Resolution regarding Gaza. There was no second, request failed.

CITY COUNCIL COMMENTS

- Mayor Calderón Tabatabai wished everyone a Happy New Year and happy first day of Spring 2024.

ADJOURNMENT

A motion to adjourn the Regular Meeting was made by Mayor Calderón Tabatabai, and the meeting was adjourned at 10:19 p.m. The next regularly scheduled Regular City Council Meeting will be held on Tuesday, April 2, 2024, at 7:00 p.m. in the Council Chambers, 1444 West Garvey Avenue South, West Covina, California.

Submitted by:

Lisa Sherrick
Assistant City Clerk

Brian Calderón Tabatabai
Mayor

DRAFT



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: April 2, 2024

TO: Mayor and City Council

FROM: Paulina Morales
Acting City Manager

SUBJECT: CONSIDERATION OF THE GENERAL PLAN ANNUAL PROGRESS REPORT FOR 2023

RECOMMENDATION:

It is recommended that the City Council receive and file this staff report.

BACKGROUND:

A General Plan is each local government's blueprint for meeting the community's long-term vision for the future. Pursuant to state law, each California city is required to have an adopted General Plan comprised of seven required elements. The required elements are: Land Use, Circulation, Housing, Conservation, Open Space, Noise, and Safety. On December 20, 2016, the City Council adopted an updated General Plan and certified the Environmental Impact Report (EIR). Included with its adoption was an implementation program (policies and actions) to guide future decision-making on development, resource management, public safety, public services, and general community well-being.

Per California Government Code section 65400, all municipalities are required to provide the Governor's Office of Planning & Research (OPR) and the Department of Housing and Community Development (HCD) with separate General Plan and Housing Element annual progress reports every April. The General Plan annual progress report submitted to OPR outlines the status of the City's General Plan and progress in its implementation over the previous year's 12-month reporting period. The Housing Element is the only element that has a statutory requirement to be updated periodically. While the General Plan Update is typically managed by the Planning Division, the required elements also include policies for other Divisions/Departments, including Engineering (Circulation), Community Services (Open Space), Community and Economic Development (Housing), Fire, Police and Public Services (Safety). California Government Code section 65400 also requires an annual report be given to the legislative body regarding the status of implementing the goals of the General Plan. This report also covers the efforts made during the last year in implementing the programs of the Housing Element as well as actual building permit activity. The last Annual Report was reviewed by the City Council on April 4, 2023, reviewing the policies and actions taken in 2022. The current Annual Report provides information on policies and actions for 2023. This report will allow the City Council and community to evaluate General Plan policies and actions, as well as provide information on the Housing Element during the 2021-2029 period (6th cycle). The City is currently working with HCD to obtain certification of the Housing Element.

DISCUSSION:

In the "Our Well Planned Community" chapter of the West Covina General Plan, estimates are provided for the amount of development in the City over the 20-year horizon of the General Plan. Projected growth is divided geographically with the majority being in the Downtown district. In addition to the Downtown, the General Plan also identifies other areas in the City where growth can be accommodated. These areas are divided into three categories; districts, corridors, and neighborhood centers. Downtown is included in the Districts category. The Development Chart is included as Attachment No. 1. The chart also includes the forecasted development identified in the General Plan and the cumulative number of units and/or square footage constructed in 2023. Units and square footage constructed are reported based on the issuance of building permits, rather than certificates of occupancy to be consistent with the Housing Element reporting. This allows staff to reliably and regularly track actual development against the amount of development that was studied in the Program Environmental Impact Report (EIR) and in the General Plan. During 2023, no building permits were finalized for new commercial buildings in the specified areas (Auto Plaza, BKK Districts, and the following corridors: South Glendora). Building permits were issued for the following locations, but the construction is not yet complete:

Specified Areas	Square Footage/Residential Units	Project	Address
Downtown	32 new residential units (permits issued for 32 out of 84 units, 32 units were issued the previous year)	West Cameron II	1600-1616 W. Cameron Avenue
North Azusa	50 residential units (permits issued for 50 of 158 units; other permits issued the previous year)	Asteria (Lennar)	1651 E. Rowland Avenue

In addition, the City has issued building permits for the following locations outside the specified areas:

Residential Units	Project	Address
9 new residential units (permits issued for 9 out of 119 residential units; other permits issued the previous year)	Vincent Place (Meritage)	1024 W. Workman Ave

GENERAL PLAN POLICIES AND STATUS

Through this reporting process, the Planning Division provides annual updates on the progress of the City in meeting the goals, policies, and actions identified in the General Plan (including the Housing Element). Staff updated the chart (Attachment No. 2) listing the goals, policies, and actions of the General Plan, as well as their current status. Below is the index for the items:

- Ongoing - are actions with no definitive end date
- In Progress - have been initiated but not yet completed
- Completed - have been implemented
- Not Initiated - have not been started

The General Plan and Housing Element include a menu of goals and objectives allowing the City to evaluate and select actions to focus on in the near future. To allow the General Plan to stay a valuable tool for staff and the community, goals and objectives should be modified from time to time so that the menu continues to be relevant.

HOUSING ELEMENT

The Housing Element is one of the seven (7) required elements of a General Plan. It is unique in that it is the only element that is required to be updated at regular intervals and is required to be certified by the California Department of Housing and Community Development (HCD). The Housing Element was adopted by the City Council in 2022. The City is currently working with HCD in obtaining certification of

the Housing Element for the 6th cycle.

One of the most important aspects of the Housing Element is the requirement to plan for growth for the number and type of housing units required by the Regional Housing Needs Assessment (RHNA). The State determines the number of housing units needed in the State, then divides that total number up among regions. The Southern California region is addressed through the Southern California Association of Governments (SCAG). The number of units assigned to West Covina for the 6th cycle was 5,346 housing units across all income categories (very low income = 1,653, low income = 850, moderate income = 865 and above moderate income = 1,978). The requirement of the City is to provide information that the zoning in the City allows for at least that many housing units to be constructed. This information is provided in the adopted Housing Element and is part of the evaluation of HCD prior to certifying a Housing Element. Note that the Annual Progress Report numbers are based on the calendar year, but RHNA cycles are not. The HCD Annual Progress Report form assigns 2023 to the 6th cycle. Staff has completed the required HCD forms to report on the new housing construction activity and the progress on the programs included in the Housing Element. This Housing Element term is from 2021 to 2029. This information is provided in Attachment No. 3. In 2023, building permits were issued for 121 new housing units (34 new single-family houses, 57 new multifamily residential units, and 30 accessory dwelling units). This increases the number of units issued permits this term to 486 units. Staff is counting approximately 10-15% of the approved multiple family residential units towards the non-deed restricted moderate income category due to the required Homebuyers Assistance Program. In addition, approximately 60% of accessory dwelling units are counted towards the very low, low, and moderate income categories as allowed by the SCAG Regional Accessory Dwelling Unit Affordability Analysis.

CONCLUSION

This report covers the implementation of the goals of the General Plan for 2023, as well as development progress made within the adopted Housing Element.

LEGAL REVIEW:

The City Attorney's Office has reviewed this report.

Prepared by: Jo-Anne Burns, Planning Manager

Fiscal Impact

FISCAL IMPACT:

This agenda item is to receive and file, therefore; there is no fiscal impact associated with this action.

Attachments

Attachment No. 1 - Development Chart

Attachment No. 2 - Policy Chart

Attachment No. 3 - Housing Element Annual Progress Report

CITY COUNCIL GOALS & OBJECTIVES: A Well-Planned Community
Maintain Good Intergovernmental Relations
Enhance City Image and Effectiveness

DEVELOPMENT CHART				
		Previous Total	2023	Cumulative to Date
Districts	Downtown			
	Residential	106	32	106
	Retail	5,700	0	5,700
	Office	0	0	0
	Hotel	0	0	0
	Eastland			
	Residential	0	0	0
	Retail	2,925	0	2,925
	Office	0	0	0
	Hotel	0	0	0
	Autoplaza			
	Residential	0	0	0
	Retail	0	0	0
	Office	0	0	0
	Hotel	0	0	0
	BKK			
	Residential	0	0	0
	Retail	0	0	0
	Office	0	0	0
	Hotel	0	0	0

As of 12/31/23

		Previous Total	2023	Cumulative to Date
Corridors	North Azusa			
	Residential	108	50	158
	Retail	0	0	0
	Office	0	0	0
	Hotel	0	0	0
	South Glendora			
	Residential	1	0	1
	Retail	0	0	1,850
	Office	0	0	0
	Hotel	0	0	0
	Sunset			
	Residential	0	0	0
	Retail	0	0	0
	Office	117,769	0	117,769
	Hotel	0	0	0

		Previous Total	2023	Cumulative to Date
Neighborhood Centers & Other Areas	Puente Ave			
	Residential	0	0	0
	Retail	0	0	0
	Office	0	0	0
	Hotel	0	0	0
	Aroma Drive			
	Residential	0	0	0
	Retail	0	0	0
	Office	0	0	0
	Hotel	0	0	0
	Amar Road			
	Residential	0	0	0
	Retail	0	0	0
	Office	0	0	0
	Hotel	0	0	0
	Nogales Street			
	Residential	0	0	0
	Retail	0	0	0
	Office	0	0	0
	Hotel	0	0	0

	POLICY CHART			
	Section	Time Frame	Implementer	Status
	Our Natural Community - A. Air			
P1.1	Promote alternative transportation modes like walking, biking, and transit that reduce emissions related to vehicular travel.			
A 1.1	Continue to channel Federal, State and Local transportation funds to programs, and infrastructure improvements that reduce air pollution through the promotion of walking, biking, ride-sharing, public transit use, the use of alternative fuel vehicles or other clean engine technologies.	Ongoing	PS/AQMD	Ongoing
P1.2	Promote the use of energy-efficient vehicles.			
A1.2	Continue to control and reduce air pollution emissions from vehicles owned by the City and municipal operations and facilities by expanding the use of alternative fuel, electric, and hybrid vehicles in City fleets.	Ongoing	PS/AQMD	Ongoing
P1.3	Minimize the adverse impacts of growth and development on air quality and climate.			
A1.3	Prepare and adopt a plan to reduce green-house gases as part of the Environmental Impact Report (to be concurrently approved with the West Covina General Plan) to achieve compliance with State mandates, and consistency with the Regional Transportation Plan/ Sustainable Community Strategy to facilitate development by streamlining the approval	Immediate	Planning/PS	Completed
	Our Natural Community - B. Water			
P1.4	Continue to protect areas of beneficial natural groundwater recharge by preventing uses that can contaminate soil or groundwater.			
A 1.4	The City and the appropriate water providers shall protect groundwater recharge and groundwater quality when reviewing new development projects.	Ongoing	Water Providers	Ongoing
P1.5	Where appropriate, new development shall minimize impervious area, minimize runoff and pollution, and incorporate best management practices.			
A1.5	Develop standards to increase pervious surfaces to recharge groundwater basin, where appropriate.	Ongoing	Planning/PS	Ongoing
	Our Natural Community - C. Access to Nature			
P1.6	Preserve, conserve, and add to public open space.			
A 1.6	Maintain the existing conservation areas and prohibit any development in spaces designated as parks and open space on the land use plan.	Ongoing	Planning/CS	Ongoing
A 1.6b	Continue to add public open spaces through developer dedication, in-lieu fees, or conservation easements.	Ongoing	Planning/CS/School Districts	Ongoing
P1.7	Develop a multi-use integrated trail system that supports recreational and mobility needs.			
A1.7a	Prioritize a phased program for the planning and design, funding and implementation of a citywide trail program.	Short-Term	Planning/CS/PS	Not Initiated
A1.7b	Convert the east-west Walnut Creek Wash into a walking and biking trail.			Not Initiated
A1.7c	Identify and provide additional access points adjacent to the Walnut Creek Wash and existing and planned trails.			Not Initiated
A1.7d	Update the downtown development regulations to develop standards for trails and development of frontages along the Walnut Creek Wash.	Immediate	Planning	Not Initiated
P1.8	Provide environmental education programs to increase public understanding and appreciation of our natural surroundings.			

	Section	Time Frame	Implementer	Status
A1.8	Provide information to residents and businesses about how to reduce water consumption, waste and pollution and conserve resources.	Ongoing	PS	Ongoing
P1.9	During the review of public and private development projects, analyze potential impacts to views of natural areas from public streets, parks, trails, and community facilities.			
A1.9	Adopt standards to protect public views and assess the impact to public views during the development review process.	Short-Term	Planning	In Progress
P1.10	To preserve nighttime views within and immediately adjacent to single family residential zones, require property owners within and directly adjacent to these zones to utilize shielding and directional lighting methods to direct lighting away from adjoining properties.			
A1.10	Adopt development standards that prevent glare and light trespass and assess the impact of outdoor lighting during the development review process.	Short-Term	Planning	In Progress
	Our Natural Community - D. Street Trees			
P1.11	Plant to maximize the social, economic, and environmental benefits of trees.			
A 1.11a	Develop a street tree master plan for the downtown area as part of the Downtown Plan and Code. Develop urban design strategies with unique palettes of trees that add character to the street space. Consistency and variation in tree form, color, and seasonal display can be used to create dynamic and harmonious streetscapes.	Immediate	Planning/PS	Completed
A1.11b	Increase the number of street trees by adding new trees in the downtown area and the three corridors (Azusa, Sunset, and Glendora Avenue).	Short-Term		Ongoing
A 1.11c	Pursue an expanded and equitable distribution of trees and greening throughout the City. Fill in the gaps in canopy cover, address aging tree population, and identify vacant and new planting spots. Target planting where pedestrian and public realm improvements are prioritized such as safe streets to schools and parks. Set a citywide tree canopy coverage goal.	Short-Term		Not Initiated
A1.11d	Develop a street tree management plan — outline a maintenance strategy, creating planting plans and identify capital funding needs.	Ongoing		Ongoing
A1.11e	Pursue a tree adoption program.	Mid-Term	Planning	Not Initiated
	Our Prosperous Community - A. Maintain and Monitor West Covina's Fiscal Health			
P2.1	Maintain and enhance the City's current tax base.			
A 2.1a	Continue to strengthen the City's retail base.	Ongoing	CED	Ongoing
A 2.1b	Attract new hospitality uses.	Short-Term		Ongoing
A 2.1c	Ensure that new development is not a fiscal burden to the City.	Ongoing	PS/Planning	Ongoing
A 2.1d	Enhance existing tax policies.	Ongoing	Finance	Ongoing
P2.2	Diversify local tax base.			
A 2.2	Consider Utility Users Tax.	Short-Term	PS/Finance	Not Initiated
	Our Prosperous Community - B. Reinforce West Covina's brand as a great place to live, work, and play in the San Gabriel Valley			
P2.3	Focus new growth in the Downtown Area to create vibrancy and invest in key public improvements.			
A2.3a	Invest in infrastructure and improve the public realm.	Short-Term	CED/Planning/PS/CS	Ongoing
A2.3b	Support catalytic development.	Short-Term	PS/Planning/CED	Ongoing
P2.4	Build on and grow West Covina's regional appeal.			
A2.4	Improve connections between the three downtown neighborhoods.	Short-Term	PS/Planning	Not Initiated

	Section	Time Frame	Implementer	Status
P2.5	Encourage transformative development in the triangle bounded by Glendora Avenue, Vincent Avenue, and Interstate 10.			
A2.5a	Support revitalization of Glendora Avenue retail.	Immediate	CED	Ongoing
A2.5b	Brand the area as “West Covina’s Main Street.”			Not Initiated
P2.6	Create a diversity of housing options.			
A2.6a	Support higher-intensity and high-quality multifamily development in the downtown.	Ongoing	Planning/CED	Ongoing
A2.6b	Explore opportunities for affordable senior housing.			Ongoing
	Our Prosperous Community - C. Nurture Local Businesses and Attract Non-Retail Jobs			
P2.7	Target employment based uses to downtown.			
A2.7a	Explore health/medical campus opportunities	Short-Term	CED/Hospital	Ongoing
A2.7b	Attract educational institution.	Long-Term	CED	Ongoing
A2.7c	Attract corporate headquarters.	Ongoing	CED	Ongoing
P2.8	Build economic development capacity.			
A2.8a	Strengthen and continue to support in-house Economic Development Department.	Ongoing	CED	Ongoing
A2.8b	Consider establishing an Economic Development Corporation (EDC).	Short-Term	CED	Not Initiated
A2.8c	Establish a Business Improvement District (BID).	Mid-Term	Business Owners/CED	Ongoing
P2.9	Support local businesses.			
A2.9a	Provide incentives to encourage business/land owners to renovate and strengthen their businesses	Ongoing	CED	Ongoing
A2.9b	Brand and market West Covina	Immediate	CED	Ongoing
P2.10	Update Economic Development Strategy periodically.			
A2.10a	Develop economic development strategy.	Ongoing	CED	Ongoing
A2.10b	Update economic development strategy every five years.	Immediate	CED	Not Initiated
	Our Well-Planned Community			
P3.1	Preserve existing housing stock.			
A 3.1	Incorporate standards in the development code to preserve the existing form and character of stable residential areas and prevent encroachment of incompatible land uses and intensity.	Short-Term	Planning	Ongoing
P3.2	Support vibrant, economically strong neighborhoods through education and enforce-ment of property maintenance regulations.			
A3.2	Establish incentives to upgrade the appearance of poorly maintained or otherwise unattractive sites, and enforce existing land maintenance regulations.	Short-Term	Planning/PS	Ongoing
P3.3	New growth will complete, enhance, and reinforce the form and character of the unique West Covina neighborhoods, districts, and corridors.			
A3.3	Adjust regulations for the neighborhoods, districts and corridors to reflect the nature of intended change.	Short-Term	Planning	In Progress
P3.4	Direct new growth to downtown area and the corridors. Adapt economically underused and blighted buildings, consistent with the character of surrounding districts and neighborhoods, to support new uses that can be more successful. Provide opportunities for healthy living, commerce, employment, recreation, education, culture, entertainment, civic engagement, and socializing.			
A3.4	· Adopt form-based codes for the Down-town area and Corridors that:	Short-Term	Planning	Completed
	· Utilize clear development requirements tailored to the community’s vision;			Ongoing
	· Increase land use choices and encourage community vitality;			Completed
	· Foster a rich public realm, with engaging private frontages, complete streets, and access to a range of open spaces;			Ongoing

	Section	Time Frame	Implementer	Status
	<ul style="list-style-type: none"> Insist on the highest standards of quality in architecture, landscaping, and urban design; and access to a range of open spaces 			Ongoing
	<ul style="list-style-type: none"> Offer predictable streamlined development review process and produce predictable outcomes. 			Ongoing
P3.5	Support the growth of Queen of the Valley Hospital while developing a unifying vision and code for Sunset Avenue.			
A3.5	Partner with Queen of the Valley hospital to develop a Corridor Plan and Development Code for Sunset Avenue that accommodates future hospital growth in a contextual manner with enhancements to Sunset Avenue Corridor.	Short-Term	Planning/QVH	Ongoing
P3.6	Reduce West Covina's production of green-house gas emissions and contribution to climate change, and adapt to the effects of climate change.			
A3.6	Key land use adaptation strategies to reduce greenhouse gas emissions are:			
	<ul style="list-style-type: none"> Promoting transit-oriented infill development, and 	Ongoing	Planning/PS	Ongoing
	<ul style="list-style-type: none"> Providing incentives for high-performance building and infrastructure 			Not Initiated
	Our Accessible Community			
P4.1	Coordinate and integrate land use, economic and transportation planning policies.			
A 4.1	Adopt a new land-use oriented system of street classifications as described in the City-wide Thoroughfare Plan.	Immediate	Planning/PS	Not Initiated
P4.2	Accommodate multimodal mobility, accessibility and safety needs when planning, designing, and implementing transportation improvements, improving access and circulation for all users of City streets.			
A4.2a	Adopt and apply transportation system performance metrics as described in the Thoroughfares Plan.	Immediate		Not Initiated
A4.2b	Review capital improvement projects to ensure that needs of non-motorized travelers are considered in planning, programming, design, reconstruction, retrofit, maintenance, construction, operations, and project development.	Ongoing	Planning/PS	Ongoing
A4.2c	Accommodate the needs of all travelers through a Complete Streets approach to designing new transportation improvements. Complete streets are roadways designed to facilitate safe, comfortable, and efficient travel for all roadway users.	Ongoing		Ongoing
P4.3	Establish protection of human life and health as the highest transportation system priorities, and seek to improve safety through the design and maintenance of streets, sidewalks, intersections and crosswalks.			
A4.3a	Develop and implement an enforcement program to encourage safe behavior and to reduce aggressive and/or negligent behavior among drivers, bicyclists and pedestrians.	Short-Term	PD	Not Initiated
A4.3b	Annually review collision data, including causes, to implement ongoing improvements at the highest-risk intersections and throughout the transportation network	Ongoing	PS/PD	Ongoing
P4.4	Allocate street space equitably among all modes.			
A4.4a	Ensure that pedestrians, bicyclists, transit vehicles and automobiles each have space in the right-of-way that is consistent with the street's designated mobility function and land use context per street typologies and modal-priority overlays as defined in the Thoroughfares Plan.	Short-Term	PS	Not Initiated

	Section	Time Frame	Implementer	Status
A 4.4b	Adopt the National Association of City Trans- portation Officials (NACTO) Urban Street Design Guide and Urban Bikeway Design Guide as a supplement to the California Manual for Uniform Traffic Control Devices.			Not Initiated
P4.5	Work to eliminate barriers to pedestrian and bicycle travel.			
A4.5a	Identify gaps in the pedestrian and bicycle facilities networks and define priorities for eliminating these gaps by making needed improvements.	Short-Term	PS	Ongoing
A4.5b	Require the construction of pedestrian and bicycle facilities and amenities, where warranted, as a condition of approval of new development projects.	Ongoing	PS/Planning	Ongoing
A4.5c	Accompany installation of new bicycle facilities with educational programs for motorists, bicyclists, and pedestrians — particularly children.	Short-Term	PD	Not Initiated
A4.5d	Work with owners of vacant properties adjacent to public walkways to identify beautification opportunities and implement improvements such as landscaping, fencing and/or art installations.	Short-Term	Planning/CED	Not Initiated
A4.5e	Develop Pedestrian and Bicycle Master Plans identifying community priorities, designing improvements at a conceptual level, and identifying potential funding sources.	Short-Term	PS	Completed
A4.5f	Consider implementation of a bikeshare program.	Mid-Term	PS	Not Initiated
A 4.5g	Develop a pedestrian and bicycle path along Walnut Creek Wash between Glendora and Sunset. A pedestrian and bicycle path is recommended to take the place of the existing service vehicle access road on the north side of the Wash in the Downtown area, connecting to the existing segment to the east, between Glendora and Azusa. The existing segment might also be improved using new signs and other wayfinding strategies and enhanced lighting for greater security.	Immediate	PS	Not Initiated
A4.5h	Explore opportunities for a “shared street” on Toluca Avenue. In the near term, no changes are recommended to this street. However, over the longer term it might be reconfigured as part of redevelopment of adjacent parcels. One option, given the street’s relatively short length and role as a way access to adjacent parcels, rather than as an important element of the larger street network, would be a shared street or “woonerf” configuration in which curbs are eliminated and the roadway is shared by all users, including pedestrians. Such designs are appropriate for low-speed environments, are proven to be safe if properly located and designed, and can greatly contribute to the urban design character of a street by branding it as unique, providing additional opportunities for placemaking and greatly improving	Mid-Term	Planning/PS	Not Initiated
P4.6	Work with transit providers to develop high-quality facilities for transit users, including access facilities.			
A4.6a	Explore a free or discount fare zone for transit Downtown. Existing transit service within the Downtown segment of West Covina Parkway is relatively frequent, especially during peak periods. However, existing fare policy limits the use of this service for short trips, including trips within West Covina or within the Downtown area. Notably, Foothill Transit’s frequent Silver Streak service charges a \$2.45 cash fare. While the City of West Covina does not set fare policy for Foothill Transit, it could work with the operator to explore options for facilitating such trips in support of new planned development.	Short-Term	CS/Foothill Transit	Not Initiated
A 4.6b	Work with Foothill Transit to formalize parking for park-and-ride patrons. Similarly, the City could work with Foothill Transit and property owners to explore options for a transit com-muter parking lot or structure, either shared or dedicated. This could serve to improve access to the proposed West Covina Parkway Transit Mall, if it were built, while discouraging illegal “hide-and-ride” parking in restricted lots. Foothill staff have expressed interest in development of a parking structure for patrons in this area, potentially with a transit store and retail uses on the ground floor.	Short-Term	CED/Foothill Transit/Plaza WC	In Progress

	Section	Time Frame	Implementer	Status
A4.6c	Explore changes to Go West routes. Go West service could be improved by modifying routes and layover/recovery policy to allow for a regular, easy-to-remember “clockface” headway or frequency of every 60 minutes on the Red and Blue Lines. Currently, Red Line headway is 56 minutes, while Blue Line headway is 65 minutes. The Blue Line route may have to be shortened slightly, or other measures taken to reduce running time.	Short-Term	CS	In Progress
A4.6d	Implement bus-only lanes and high-quality bus stops on West Covina Parkway between Sunset and Vincent. The segment of West Covina consists of two general-purpose lanes in each direction, plus left-turn lanes alternating with landscaped medians. Average Daily Traffic is in the 15,000 to 17,000 range, well below the maximum that can be accommodated in a single general-purpose lane each way, plus left-turn lanes. Transit volumes are up to 20 vehicles per hour, per direction. This level of transit service and a single lane of traffic can accommodate roughly the same number of trips. To improve reliability for the thousands of daily passengers aboard these buses and to enhance the visibility of existing transit service, the curbside general-purpose lanes should be converted to transit-only lanes. Private vehicles could continue to legally use the lanes to turn right at intersections or curb cuts, maintaining throughput in the general-purpose lanes. As part of this change, the existing 13-foot general-purpose lanes should be narrowed slightly, to provide a traffic-calming effect (while still easily accommodating large trucks). The City and Foothill Transit should partner to improve the existing Silver Streak stops at California using expanded shelters, real-time arrival information displays, informational kiosks and other amenities for	Short-Term	Foothill Transit/PS/Planning	Not Initiated
P4.7	Increase the efficiency, cost-effectiveness and utility of existing parking and road supply by managing demand.			
A4.7a	Revise the municipal parking code as described in a following section of this document.	Short-Term	Planning	Completed
A4.7b	Improve intersections as needed to comply with performance metrics.	Short-Term	PS	Ongoing
A4.7c	Partner with Caltrans to address transportation issues near the interface between State facilities and City streets.	Short-Term	PS/CalTrans	Ongoing
P4.8	Implement “green” streetscape elements for purposes of beautification, carbon reduction and stormwater runoff management.			
A4.8	As part of the green infrastructure plan, develop a strategy to increase the tree canopy along existing arterial streets by 25 percent.	Short-Term	PS	Not Initiated
P4.9	Take into account the special mobility needs of aging populations.			
A4.9	To complement the City’s Safe Routes to School program, develop a Safe Routes for Seniors program. This program should address pedestrian conditions including pedestrian access to transit. It should be based on the senior community’s identified needs, priorities and barriers to safe nonmotorized travel. The program should include an educational component, capital improvement program, and mobility and safety training program. Senior centers and organizations should be partners in both development and implementation.	Short-Term	PS	Not Initiated
P4.10	Improve mobility and accessibility for travelers of all incomes through a process of equitable public engagement, service delivery and capital investment.			
A4.10a	Identify low-income and transit-dependent communities, and implement pedestrian, bicycle and transit-related improvements in these communities.	Short-Term	Planning/PS	In Progress
A4.10b	Improve multimodal access to schools, senior centers, social service agencies, civic institutions and other destinations used by low-income and other segments of the community.			In Progress

	Section	Time Frame	Implementer	Status
P4.11	To ensure that the City is prepared for future changes in transportation technologies and preferred modes of travel, seek to incorporate emerging mobility options such as Transportation Network Companies (TNC) and autonomous vehicles into planning and other efforts.			
A4.11a	Understanding that increased adoption of TNCs and future introduction of autonomous vehicles may reduce parking needs, seek to limit the scale of investments in expensive parking infrastructure (parking structures). Consider investing instead in surface parking lots and on-street spaces that can be more easily repurposed for other needs.	Ongoing	Planning/PS	Ongoing
A4.11b	Consider ways to facilitate use of TNCs and taxis by considering their infrastructure in new development, for example by requiring TNC/ taxi loading zones in large developments.			Not Initiated
A4.11c	Seek out opportunities to partner with private transportation providers, for example by distributing information on local travel options on digital platforms, by providing subsidized TNC/taxi trips in lieu of fixed-route transit service, or by sharing travel data.			Not Initiated
P4.12	Work to develop a safer transportation system.			
A4.12a	Encourage development and application of strategies and actions pertaining to response and prevention of security incidents on the local and regional transportation system through improved system monitoring, rapid recovery planning, and coordination with other security agencies.	Ongoing	PS/Foothill Transit	Ongoing
A4.12b	Use SCAG GIS data to develop emergency planning and response strategies for the transportation	Ongoing	PS	Not Initiated
P4.13	Synchronize traffic signals and develop operational enhancements at the I-10 Freeway interchanges to reduce traffic congestion.			
A4.13	The City of West Covina shall seek congestion management and other available grant funding opportunities to synchronize traffic signals and develop operational enhancements at the I-10 Freeway	Short-Term	PS	Ongoing
	Our Resilient Community - A. Circulation			
P5.1	Promote fine-grained network of complete streets in new and redevelopment projects.			
A5.1	Adjust development regulations and review processes to require new development and redevelopment projects to provide a fine-grained, interconnected, multimodal transportation network with a balance of motor vehicle, pedestrian, bike, and transit amenities	Short-Term	Planning/PS	Ongoing
	Our Resilient Community - B. Land Use			
P5.2	Allocate land uses based primarily on the control of physical form, intensity, and arrangement of buildings, landscapes, and public spaces that enable land and building functions to adapt to economic, environmental, energy, and social changes over time.			
A5.2	Adopt form-based codes for downtown and corridors and require applicants to comply with the standards	Short-Term	Planning	Completed
	Our Resilient Community - C. Public Realm			
P5.3	Parks and other public open spaces will be connected to, informed by, and responsive to the context. Natural and landscaped parcels should also be configured for place-making and food production. Streets shall be multifunctional, multimodal, and spatially enclosed by buildings and trees.			
A5.3	Adjust development regulations and review processes to incorporate pedestrian scale place-making in the design of streets and open spaces.	Short-Term	Planning	Ongoing
	Our Resilient Community - D. Building and Landscape Form			
P5.4	Buildings, lots, and blocks primarily scaled around the pedestrian and transit, creating a human-scaled spatial enclosure. Buildings should be informed by surrounding physical context, the adjacent landscapes, structures, local conditions, building traditions, and the microclimate.			

	Section	Time Frame	Implementer	Status
A5.4	Adjust development regulations and review processes to require assessment and appropriate response to local context.	Short-Term	Planning	Completed
	Our Resilient Community - E. Transportation			
P5.5	Implement a Complete Streets Policy for the city to ensure that the right of way will provide safe access for all users.			
A5.5	Publish a Complete Streets Manual that provides engineering and design guidelines for different street typologies to better accommodate a mix of modes, including cars, public transportation, cyclists, and pedestrians; apply the standards in the manual to projects whenever possible.	Short-Term	PS/Planning	Not Initiated
	Our Resilient Community - F. Energy			
P5.6	Continue existing beneficial energy conservation programs, including adhering to the California Energy Code in new construction & major renovations.			
A5.6a	Adjust development regulations and review processes to incorporate to require assessment and appropriate response to local context.	Short-Term	PS	Completed
A5.6b	Apply for grant funds to purchase electric vehicles & install charging stations through one of the South Coast Air Quality Management District funding programs.	Ongoing		Ongoing
A5.6c	As the economy recovers and funding becomes available (through grants or bond proceeds), the City should explore energy efficiency projects such as installing solar panels for City facilities & retrofitting existing street lights.	Short-Term		Completed
A5.6d	Consider providing an incentive program for new buildings that exceed California Energy Code requirements by 15%.	Short-Term		Not Initiated
A5.6e	Provide on-going education of homeowners & businesses as to the value of energy efficiency & the need to upgrade existing structures on the regular basis.	Ongoing		Ongoing
	Our Resilient Community - G. Water			
P5.7	Manage & develop safe, reliable, economical water supply for existing & planned new customers.			
A5.7a	Reduce demand through water conservation techniques.	Ongoing	PS	Ongoing
A5.7b	Partner with the 8 water districts to forecast demand & determine appropriate facility needs.	Ongoing	PS/Water Agencies	Not Initiated
A5.7c	Set conditions of approval for each new development to ensure adequate water supply prior to	Ongoing	PS/Planning	Ongoing
	Our Resilient Community - H. Sewer			
P5.8	Ensure provision of adequate sewer system capacities to serve existing & planned development.			
A5.8a	Preventing rain water from getting into sewer system.	Ongoing	PS	Ongoing
A5.8b	Preserve the longevity & sound condition through evaluation & maintenance of the sewer infrastructure.			Ongoing
A5.8c	Pursue construction of new or replacement sewer lines consistent with the City's Sewer System Management Plan.			Ongoing
A5.8d	Pursue enlargement or extension of the sewage collection system where necessary to serve new development, with the capital costs & benefits allocated equitably & fairly between the existing users & new users.			Ongoing
	Our Resilient Community - I. Solid Waste			
P5.9	Provide adequate facilities & services for the collection, transfer, recycling, & disposal of refuse.			
A5.9	Continue to collaborate with users & service partners to identify & support programs & new techniques of solid waste disposal, such as:	Ongoing	PS	Ongoing
	· recycling,			
	· composting,			

	Section	Time Frame	Implementer	Status
	· waste to energy technology, & · waste separation, to reduce the volume & toxicity of solid wastes that must be sent to landfill facilities.			
	Our Resilient Community - I. Food Production			
P5.10	Consider incorporating community gardens as part of city parks and recreation planning, and work with local schools Hurst Ranch, and Queen of the Valley Hospital to facilitate the development, administration and operation of additional community gardens throughout the city.			
A5.10a	Develop incentives to encourage community gardens.	Short-Term	Planning	Not Initiated
A5.10b	Identify eligible parcels and pursue partnerships with property owners to build community gardens.			Not Initiated
A5.10c	Amend Zoning Ordinances to allow Community Gardens throughout the City.			Completed
	Our Healthy and Safe Community - A. Active Living			
P6.1	Promote and support transportation decisions that reduce driving and increase rates of transit use, walking, and biking.			
A 6.1a	Review and revise street standards to promote walking, transit use, and biking.	Short-Term	PS/Planning	Ongoing
A6.1b	The development review bodies should consider active living as a development criteria and encourage:	Short-Term	Planning	Ongoing
	• Where practical, locating the building near transit and a diverse mix of uses;			
	• Siting the building to encourage walking; and • Securing bicycle parking, and where feasible, other cycling friendly facilities such as showers/lockers			
P6.2	New and renovated buildings should be designed and constructed to improve the health of the residents, workers, and visitors			
A6.2	Encourage the use of stairs between floors by designing internal staircases to be visually prominent and attractive.	Ongoing	Planning	Not Initiated
P6.3	Support and partner with health providers to offer active living activities and events.			
A6.3a	Partner with Lighten UP SGV to promote health classes and events.	Short-Term	LU-SGV/CS	Not Initiated
A6.3b	Support health fairs with information, health care screenings and services, and activities celebrating active living. The event should be sponsored by a range of health service partners. The health fair should have a strong focus on active living, healthy eating, and mental health.	Ongoing	Health Service Partners	Ongoing
P6.4	Implement a Complete Streets Policy for the city to ensure that the right of way will provide safe access for all users.			
A6.4	Publish a Complete Streets Manual that provides engineering and design guidelines for different street typologies to better accom-modate a mix of modes, including cars, public transportation, cyclists, and pedestrians; apply the standards in the manual to projects whenever possible.	Short-Term	PS/Planning	Not Initiated
P6.5	Seek to increase its amounts of parks and trails to support physical activity and reduce the incidence of chronic illness.			
A 6.5	Continue to work with the local school districts to maintain and expand after school use of school facilities for playing fields, park spaces, and other activities.	Ongoing	CS/School Districts	Not Initiated
P6.6	Improve bike and pedestrian safety for all ages.			
A6.6a	Monitor and improve areas with a high incidence of pedestrian/vehicle and bicycle/vehicle collisions.	Ongoing	PD/PS	In Progress

	Section	Time Frame	Implementer	Status
A6.6b	Partner with the local school districts to prioritize safety and roadway improvements around schools that encourage walking and biking to school.	Short-Term	PS/School Districts	In Progress
	Our Healthy and Safe Community - B. Mental Health and Social Capital			
P6.7	Preserve and strengthen social capital by supporting formal and informal social net-works in the community.			
A 6.7	Increase access to safe, comfortable, and interesting public spaces.	Short-Term	Planning/PS	Ongoing
P6.8	Increase rates of participation at community events such as adult education, senior activities, family-oriented programs, and youth activities.			
A6.8	Increase the marketing of existing programs and events and add new programs and events to reduce the risk of social isolation.	Short-Term	CS/School Districts	Ongoing
P6.9	Increase awareness about how to prevent mental illness and promote mental health.			
A6.9	Partner with health care providers, caregivers, schools, senior center to increase access to mental health information and resources.	Short-Term	CS/Health Care Providers/School District	Ongoing
	Our Healthy and Safe Community - C. Healthy and Nutritious Food			
P6.10	Increase access to health-promoting foods and beverages in West Covina.			
A6.10a	Form partnerships with organizations such as health care facilities, schools, Hurst Ranch, Plaza West Covina, and food banks to encourage healthy foods and beverages.	Short-Term	Health Care Providers/School Districts/Plaza West Covina/Food Banks	Ongoing
A6.10b	Discourage the sale of less healthy foods and beverages within local government facilities, recreational areas, and near public or private schools, or at sports events.			Ongoing
A6.10c	Encourage property owners to make use of vacant properties as community gardens	Ongoing	Planning	Not Initiated
	Our Healthy and Safe Community - D. Police			
P6.11	Provide community safety through enhanced police services.			
A 6.11a	Increase public access to police services by:	Short-Term	PD	
	<ul style="list-style-type: none"> increasing police staffing to coincide with increasing population, development, and call for services; 			Ongoing
	<ul style="list-style-type: none"> require the funding of new services from fees or assessments from new development. 			Completed
A6.11b	Add bike patrol in Downtown area to prevent, intervene, and enforce activities while allowing personalized police contacts that enhance the relationship between the police department and the people	Ongoing	PD	Not Initiated
A6.11c	Continue to support and expand the Neighborhood Watch program.	Ongoing	PD	Ongoing
A6.11d	Co-habit with the Fire Department a future public service center to increase the presence and services in the Downtown area.	Long-Term	PD/FD	Not Initiated
A6.11e	Provide education about specific safety concerns such as property crimes and auto-theft.	Ongoing	PD	Ongoing
P6.12	Address safety during development review process.			
A 6.12a	Incorporate Crime Prevention Through Environmental Design (CPTED) principles and best practices into zoning ordinances and development review processes for new development and major rehabilitation.	Immediate	Planning/PD	Ongoing
A6.12b	Develop an ordinance that restricts the location and concentration of liquor stores within 500 feet of schools and parks. Include an incentive program to facilitate the transition of liquor stores to food markets and local grocery stores.	Short-Term	Planning/PD	Completed
	Our Healthy and Safe Community - E. Fire			
P6.13	Optimize firefighting and emergency response capabilities.			
	Resolve extended response time problems by:			

	Section	Time Frame	Implementer	Status
A 6.13a	<ul style="list-style-type: none"> increasing police staffing to coincide with increasing population, development, and call for services; 	Immediate	FD	Ongoing
	<ul style="list-style-type: none"> require the funding of new services from fees or assessments from new development. 			Completed
A6.13b	Co-habit with the Police Department a future public service center to improve the service times in the Downtown area.	Long-Term	FD/PD	Not Initiated
P6.14	Address fire-prevention during development review process.			
A6.14	Dedicated person for fire prevention review during design, construction, inspection, and operation of development projects to ensure adequacy of fire protection, access for firefighting, water supply, and vegetation clearance.	Ongoing	FD	Ongoing
	Our Healthy and Safe Community - F. Natural Hazards			
P6.15	Limit the exposure to potential natural hazards through adoption and enforcement of appropriate building standards, land use controls, and environmental review.			
A 6.15a	Require all development to comply with the provisions of the latest California Building Code, including provisions related to design and engineering to mitigate potential impacts from seismic events, fires, and other hazards.	Ongoing	PS	Ongoing
A6.15b	Review Zoning Ordinance and subdivision requirements, make recommendations to the City Council and Planning Commission on the implications of the Safety Element, and make any necessary changes.	Short-Term	Planning/PS	In Progress
A6.15c	Require CEQA environmental reviews to analyze and as necessary mitigate potential natural hazards on a site-specific basis	Ongoing	Planning/PS	Ongoing
A6.15d	Require Specific Plans to recognize the findings of this Safety Element as critical land use guidelines are developed for specific areas.	Ongoing	Planning/PS	Ongoing
P6.16	Take actions to reduce the potential for loss of life or property in areas of high seismic risk and areas subject to landslide and liquefaction hazards.			
A6.16	Require geological and soils engineering investigations in areas of moderate or high landslide risk, potential liquefaction and subsidence areas, and critical seismic zones such as Alquist-Priolo fault zones	Ongoing	PS	Ongoing
P6.17	Take actions to reduce the potential for loss of life or property in high fire hazard areas.			
A 6.17a	Review and evaluate proposed land uses in extreme and high fire hazard areas for their vulnerability to fire and potential ignition sources.	Short-Term	Planning/PS/FD	Ongoing
A6.17b	Prohibit the use of untreated shake roofs in areas of high and extreme fire hazard.	Ongoing	PS/FD	Ongoing
A6.17c	Adopt special inspection criteria in those areas of extreme, high, and medium fire risk during critical fire season when the sustained wind velocity exceeds 25 miles per hour.	Ongoing	PS/FD	Not Initiated
A6.17d	Study the adoption of rigid inspection standards for off-road vehicles (such as muffler and spark arrestor controls) and closely control the usage of off-road vehicles during periods of high fire risk (such as "Santa Ana" wind events with low humidity and strong winds).	Mid-Term	PS/FD	Not Initiated
A6.17e	Investigate water re-use programs in the hill-side areas to aid in fire prevention.	Mid-Term	PS/FD	Not Initiated
A6.17f	Work with homeowners and builders constructing homes in or adjacent to high and extreme fire risk areas to make all water in privately owned swimming pools in these areas accessible to fire trucks for use in onsite fire protection. This could be accomplished through the inclusion of suitable gates and driveways in both existing and proposed homes.	Mid-Term	FD	Not Initiated

	Section	Time Frame	Implementer	Status
A6.17g	Continue to support programs to reduce fire hazards from vegetation in areas of extreme to high fire risk. Such programs may take a variety of forms and would include current City weed and brush removal programs, as well as control and use of fire retardant plantings.	Ongoing	FD	Ongoing
P6.18	Take actions to reduce the potential for loss of life or property in flood zones and potential dam inundation areas.			
A 6.18a	Review and evaluate proposed land uses in flood zones for their vulnerability to potential flooding and potential exposure of life and property to damage or loss from flooding.	Short-Term	PS	Ongoing
A6.18b	Improve emergency service capabilities in areas subject to potential dam inundation in order to shorten times required for emergency evacuation and mobilization efforts. Identify manpower and equipment needs, as well as approach to notification of affected households.	Short-Term	PS/FD	Not Initiated
A6.18c	Actively support efforts to inspect dams and evaluate dam safety requirements.	Short-Term	PS	Ongoing
A6.18d	Investigate siting of future critical facilities in only those areas beyond the 60-minute line that signifies the time between dam failure and inundation.	Ongoing	PS	Not Initiated
A6.18e	Support or sponsor flood plain studies along Walnut Creek and other drainage areas to better equip the City to deal with flood problems.	Short-Term	PS	Not Initiated
A6.18f	Make information on flood potential available to developers, industries, and appropriate civic groups in areas affected by potential dam inundation.	Short-Term	PS	Not Initiated
A6.18g	Encourage State, federal, and other governmental agencies to intensify research on flood and inundation hazards	Mid-Term	PS	Not Initiated
P6.19	Prevent serious structural damage and functional impairment to critical facilities and structures, especially where large numbers of people are apt to congregate at one time.			
A6.19	Review all critical facilities (including, but not limited to, hospitals, evacuation centers, emergency services and communications facilities, high pressure natural gas lines and high capacity petroleum and electrical transmission lines) for their susceptibility to potential hazards. This review should be conducted by a structural engineer, and funding sources for this program should be sought from all available local, regional, state, and federal sources.	Short-Term	PS/FD	Ongoing
P6.20	Engage in and support inter-agency coordination regarding emergency services and response, and critical facilities			
A 6.20a	Encourage and participate in mutual aid agreements between the fire departments of local cities and Los Angeles County	Short-Term	FD	Ongoing
A6.20b	Improve power and gas line inspections and new installations through a coordinated effort between providers of electricity and natural gas and the West Covina Fire Department.	Ongoing	FD	Ongoing
P6.21	Update West Covina's Natural Hazard Mitigation Plan (NHMP) on a regular basis in order to reflect changing conditions, best practices, regulatory environment, and advancements in knowledge; and to maintain eligibility for public assistance grants.			
A6.21a	Update West Covina's NHMP every 5 years.	Short-Term	PS/FD	Not Initiated
A6.21b	Carry out the actions contained in NHMP.	Ongoing	PS/FD	Ongoing

	Section	Time Frame	Implementer	Status
P6.22	Develop and disseminate educational programs, through a variety of media, to familiarize the citizens of West Covina with the Safety Element, the NHMP, and related issues.			
A6.22a	Develop and disseminate educational programs regarding the Safety Element, the NHMP, and general safety information to organizations such as school districts, agencies serving the aged and handicapped, industries susceptible to seismic hazards, and civic groups, and encourage them to implement these programs and/or incorporate them into their own safety programs.	Short-Term	PD	Not Initiated
A6.22b	Coordinate with the school districts to initiate educational programs in lower grades using displays and demonstrations that would expose younger children to the nature and strength of fire, for the purpose of tempering their natural curiosity about fire with knowledge of, and a sense of respect for, its hazards.	Ongoing	PD/FD	Ongoing
A6.22c	Coordinate with the school districts in the City to support or sponsor exhibits and presentations in secondary school demonstrating the more involved aspects of fire dynamics, i.e. major contributing factors of fire hazards and the relationship of fire to the natural ecology. Encourage parental cooperation and assistance in overall fire education programs.	Ongoing	PD	Ongoing
A6.22d	Make the Safety Element and the NHMP available to builders and realtors, and encourage them to share relevant information from these documents with homebuyers and tenants.	Long-Term	PD/FD	Ongoing
	Our Healthy and Safe Community - G. Noise			
P6.23	Ensure that new development is not exposed to excessive noise.			
A 6.23a	Require new developments to reduce exterior noise levels for any usable outdoor area to the “normally acceptable” range in the City’s land use/noise compatibility matrix, shown in Table 6.4 of this Noise Element.	Ongoing	Planning/PS	Ongoing
A6.23b	Require mixed-use structures and areas to be designed to prevent transfer of noise from commercial to residential uses, and to ensure a 45 CNEL level or lower for all interior living spaces.	Ongoing	Planning/PS	Ongoing
A6.23c	Require any residential component of all new buildings to comply with the requirements of the residential noise insulations standards of the most recent edition of California’s building code.	Ongoing	Planning/PS	Ongoing
P6.24	Ensure that new development does not expose surrounding land uses to excessive noise.			
A 6.24	Through the environmental review process, require applicants for new development proposals to analyze potential noise impacts on nearby noise-sensitive receivers before project approval. As feasible, require appropriate noise mitigation to address any identified significant noise impacts.	Ongoing	Planning	Ongoing
P6.25	Minimize noise conflicts between local noise generators and sensitive receivers.			
A6.25a	Continue to enforce the City’s existing Noise Ordinance.	Ongoing	Planning/PS	Ongoing
A6.25b	Track noise complaints to determine areas of potential problems, and work proactively with the noise generators and the affected parties to reduce the impacts of such noise.	Ongoing	Planning/PS	Ongoing
P6.26	Strive to reduce potential noise impacts in the City’s own operations.			
A6.26a	Comply with the City’s Noise Ordinance and State and federal occupational health and safety noise standards in the City’s own operations.	Ongoing	PS/CS/Planning	Ongoing
A6.26b	Purchase any equipment that produces high noise levels with all necessary and feasible noise abating equipment installed.	Ongoing	PS/CS/Planning	Ongoing
P6.27	Minimize the noise impacts of transportation facilities and improvements.			

	Section	Time Frame	Implementer	Status
A6.27a	Continue to encourage the enforcement of regulations such as the State Vehicle Code noise standards for automobiles, trucks, and motorcycles operating within the City.	Ongoing	PD	Ongoing
A6.27b	Maintain liaison with transportation agencies such as Caltrans regarding reduction of noise from existing transportation facilities.	Ongoing	PS	Ongoing
A6.27c	Consider, where appropriate, tools for mitigating noise impacts of transportation facilities on new and existing development. Such tools may include noise insulation for interior spaces, site design solutions, and noise barriers such as sound walls and berms. Site design solutions such as setbacks are frequently preferable to barriers, and berms are frequently preferable to sound walls, for reasons of aesthetics and potential noise reflection effects.	Ongoing	PS/Planning	Ongoing
A6.27d	Consider, where appropriate, the diversion of through traffic from purely residential areas.	Ongoing	PS/Planning	Ongoing
A6.27e	The City shall partner with adjacent cities and other jurisdictions and the private sector to seek and secure funding for railroad safety improvements, including securing rail right-of-way, and developing “Quiet Zones”, grade separations, and/ or other safety projects for at-grade rail crossings at the intersection of Azusa Canyon Road and Los Angeles Street and on Fairway Drive at Valley Boulevard.	Short-Term	PS/Planning	Ongoing
	Our Creative Community - A. Build Capacity			
P7.1	Provide ongoing direction, administration and financial resources to address West Covina’s cultural needs.			
A7.1a	Bring dedicated human and financial resources through grants, internship, contract positions, etc. to support implementation.	Short-Term	CS	Ongoing
A7.1b	Determine the administrative structure in West Covina best suited to support cultural development.	Immediate		Ongoing
A7.1c	Identify and establish an appropriate organizational structure like a Cultural Advisory Committee or task the existing Community Services Group or Commission to work collaboratively with partners and provide direction and support for ongoing cultural development.	Immediate		Ongoing
A7.1d	Define the financial implications and establish a budget for implementing specific initiatives.	Short-Term		Not Initiated
	Our Creative Community - B. Leverage West Covina's Assets for Economic Growth			
P7.2	Leverage cultural resources to support downtown and corridor revitalization.			
A7.2a	Reuse vacant or underutilized buildings in the downtown area and along the Corridors to provide shared space for artists or small creative cultural enterprise, or to display works of local cultural significance.	Ongoing	Planning/CS	Ongoing
A7.2b	Expand cultural and heritage tourism in West Covina.	Short-Term	Planning/CED	Ongoing
A7.2c	Engage local retailers, hotels, and restaurants to increase awareness of local cultural resources.	Ongoing		Ongoing
	Our Creative Community - C. Build a Robust Cultural Sector			
P7.3	Increase public art and cultural expression throughout the community.			
A7.3a	Continue to facilitate works of art in public spaces per the City’s Arts in Public Places Program.	Short-Term	Planning/PS	Ongoing
A7.3b	Develop a map (promotional brochure) that identifies the location of all public art.	Short-Term	CS (Planning)	Completed
A7.3c	Sponsor and organize local art exhibits in public facilities, performances, festivals, cultural events, and forums.	Short-Term	CS/Health Care Providers/School District	Ongoing
A7.3d	Establish an online community-driven calendar of festivals and events to promote cultural activities.	Short-Term	CED/CS	Ongoing
A7.3e	Strengthen wayfinding signs to help profile cultural resources.	Mid-Term	CED/CS	Not Initiated
A7.3f	Build on and extend current efforts in cross promotion and marketing among cultural organizations and activities.	Short-Term	CS	In Progress
A7.3g	Work with the schools to integrate arts education into core curriculum.	Mid-Term	CS/School Districts	Not Initiated
A7.3h	Identify and promote the cultural events hosted at different places of worship that are open to the public.	Mid-Term	CS	Ongoing

	Section	Time Frame	Implementer	Status
P7.4	Expand places and spaces where cultural activities can occur.			
A7.4a	Undertake a systematic audit of places and spaces in West Covina where cultural activities currently or potentially could take place. Make this database publicly accessible to assist cultural groups in finding potential venues for their activities.	Short-Term	CS/Planning/CED	In Progress
A7.4b	Meet diverse needs for performance, exhibition, and workspace.	Mid-Term	CS	Not Initiated
A7.4c	Examine current zoning, licensing, and permitting requirements with the objective of supporting and facilitating community groups planning festivals and events.	Short-Term	Planning	In Progress
	Our Creative Community - D. Celebrate and Promote West Covina's Cultural Assets			
P7.5	Provide access to cultural opportunities across the community for all residents.			
A7.5a	Promote the cultural and artistic expressions of West Covina's underrepresented cultural groups.	Short-Term	CS	In Progress
A7.5b	Consider establishing new Pan-Asian and Hispanic festivals that create a unique cultural brand for West Covina.	Short-Term	CS/CED	Ongoing
A7.5c	Continue efforts to provide free and/or afford-able cultural programming in anchor cultural institutions and through the promotion of free community festivals and events.	Ongoing	CS	Ongoing
A7.5d	Encourage establishment of one or more festivals or events geared to the interests of youth. Engage youth in the determination of such an event(s).	Short-Term	CS	Ongoing
A7.5e	Encourage the establishment of one or more festivals or events geared to the interests of seniors. Engage seniors in the determination of such an event(s).	Short-Term	CS	Ongoing
P7.6	Brand and promote the four corners of Amar Road and Azusa Avenue as "Little Manila".			
A7.6a	Create an identification and way finding sign program for the four corners.	Short-Term	Planning	Not Initiated
A7.6b	Encourage and support a BID.	Mid-Term	Property Owners	Not Initiated
A7.6c	Develop a master plan for the four corners area.	Mid-Term	Planning	Not Initiated
P7.7	Assess, avoid, and mitigate potential impacts to archeological, paleontological, and tribal resources through the CEQA review process for development projects carried out within the City. Comply with existing regulations relating to Native American resources, including California Environmental Quality Act Section 15064.5(d) and (e) and Public Resources Code §5097.98 concerning burial grounds, and Assembly Bill 52 and Senate Bill 18 for consultation with Native American tribes for development projects carried out within the City.			
A7.7	Require development to avoid archaeological and paleontological resources, whenever possible. If complete avoidance is not possible, require development to minimize and fully mitigate the impacts to the resources. Notify California Native American tribes and organizations of proposed projects that have the potential to adversely impact cultural resources.	Ongoing	Planning	Ongoing
	Our Active Community - A. Variety of Open Space Types			
P8.1	Encourage the distribution of a variety of park types and sizes throughout the City.			
A8.1	Develop variety of new park types of different sizes and require them in new development.	Short-Term	Planning/CS	Not Initiated
P8.2	Encourage the development of non-traditional park types, including green belts, linear parks, urban trails, and pocket parks.			
A8.2a	Require dedication of land identified as linear park in conjunction with new development.	Ongoing	Planning/CS	Not Initiated
A8.2b	Work with the County to initiate efforts to create a linear park public trail system along the Walnut	Immediate	PS/Planning/CS	Not Initiated
A8.2c	Update and create new agreements for joint use of school and City recreational and park facilities.	Short-Term	CS/School Districts	In Progress
P8.3	Reinforce existing joint use agreements with schools to fill in service gaps.			

	Section	Time Frame	Implementer	Status
A8.3	Pursue joint use agreement with California Elementary School, Cortez Elementary School, Hollencrest Middle School, Orangewood Elementary School, Merced Elementary School, South Hills High School, and Traweek Middle School.	Short-Term	CS/School Districts	In Progress
	Our Active Community - B. Walk or Bike to Parks			
P8.4	Small and frequent open spaces should be dispersed throughout the neighborhood.			
A8.4	Develop new neighborhood parks, pocket parks, and community gardens as feasible and appropriate to meet citizen needs and require them in new development.	Ongoing	CS/Planning	Ongoing
	Our Active Community - C. Public Access to Open Space			
P8.5	Develop and improve access to parks.			
A8.5	Identify and eliminate barriers, safety issues along walkways, and gaps in pedestrian and bike networks, and improve bike facilities that encourage access to parks.	Ongoing	PS/CS	Ongoing
	Our Active Community - D. Connect Space			
P8.6	Develop a network of open spaces.			
A8.6a	Connect the open spaces to neighborhoods through a series of landscaped streets that provide green links to the Walnut Creek as well as stormwater drainage.	Short-Term	PS	Not Initiated
A8.6b	Revise zoning ordinance to require new development to connect their open spaces to the open space network.	Short-Term	Planning	Not Initiated
A8.6c	Educate property owners, political leaders and the community about the economic, social, and environmental benefits of open space network.	Short-Term	Planning/CS	In Progress
	Our Active Community - E. Safety			
P8.7	The location and design of open spaces should take advantage of surrounding land uses.			
A8.7	Revise the zoning ordinances to require open spaces to designed in the line of sight of adjacent land uses and activities to ensure visibility. The frontages should have active edges such as front doors and windows, or storefronts for commercial uses.	Short-Term	Planning/PD	In Progress
P8.8	Increase safety in public parks.			
A8.8a	Provide adequate lighting; maintaining land-scaping to maximize visibility; remove grafitti as soon as possible; remove trash, debris, weeds, etc. from public areas with ongoing maintenance of those public areas; and conduct regular police patrols and provide public safety information.	Short-Term	CS/PD	Ongoing
A8.8b	Partner with the community through programs that activate spaces or provide more eyes on the public facility, such as neighborhood watch groups.	Ongoing	PD	Not Initiated
A8.8c	Design facilities to be universally accessible for seniors, children and those with disabilities.	Ongoing	Planning/PS	Ongoing
A8.8d	Encourage developers to incorporate building and site design techniques that reduce crime, such as utilizing Crime Prevention through Environmental Design(CPTED) strategies.	Ongoing	PD/Planning	Ongoing
A8.8e	Provide convenient and safe on-street parking. Avoid using park site for parking.	Ongoing	CS/Planning	Ongoing
	Our Active Community - F. Maintenance			
P8.9	Investigate and evaluate opportunities and incentives for other agencies, non-profits, private businesses, and user groups to par-ticipate in the maintenance and replacement costs of parks, open space, and recreational facilities.			
A8.9a	Develop a citywide initiative to encourage “Friends of Parks” service organizations like West Covina Beautiful or San Gabriel Mountains Regional Conservancy & Community Service Group for short term clean-up projects.	Ongoing	CS/Service Orgs/Community Service Groups	Not Initiated

	Section	Time Frame	Implementer	Status
A8.9b	Continue to use the Capital Improvements Program to plan for the identification of available resources for park facility repair, upgrades, and replacements through the budget process.	Ongoing	CS/PS/Planning	Ongoing
A8.9c	Institute an impact fee for capital improvements to mitigate the impact of new development on parks and open spaces.	Immediate	Planning	Completed
A8.9d	Continue to search for opportunities in grants and to encourage private donations. Identify other effective funding sources for park and recreational programs, such as trusts and other fund raising activities.	Ongoing	CS	Ongoing
A8.9e	Promote the use of City facilities for special events, such as festivals and tournaments.	Ongoing	CS	Ongoing
	Our Active Community - G. Facilities and Programming			
P8.10	Continue to monitor and provide for the needs of a changing demographic.			
A8.10	If necessary, make operational and programming changes to reflect the changing preferences and needs of a diverse and aging population.	Ongoing	CS	Ongoing
P8.11	Ensure equal access to facilities and programs.			
A8.11a	Improve facilities at City Parks to respond to the requirements of special needs groups.	Ongoing	CS	Ongoing
A8.11b	Adjust and subsidize fees to ensure that all residents have the opportunity to participate in recreation programs.			Ongoing
P8.12	Explore the feasibility of building a new community pool facility.			
A8.12a	Identify location for a new pool based on user access and convenience, and land availability and cost.	Mid-Term	CS	Not Initiated
A8.12b	Update the impact fee schedule as necessary to ensure that development provides its fair share of the capital improvement needs for parks and recreation.	Immediate	Planning	Ongoing

General Information	
Jurisdiction Name	West Covina
Reporting Calendar Year	2023
Contact Information	
First Name	Jo-Anne
Last Name	Burns
Title	Planning Manager
Email	jburns@westcovina.org
Phone	
Mailing Address	
Street Address	1444 W. Garvey Avenue South
City	West Covina
Zipcode	91790

Data is auto-populated based on data entered in Tables A, A2, C, and D

Jurisdiction	West Covina	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	10/15/2021 - 10/15/2029

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	5
Moderate	Deed Restricted	0
	Non-Deed Restricted	7
Above Moderate		109
Total Units		121

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	0	34	117
2 to 4 units per structure	0	0	0
5+ units per structure	0	57	130
Accessory Dwelling Unit	0	30	71
Mobile/Manufactured Home	0	0	0
Total	0	121	318

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	72	121
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	185
Number of Proposed Units in All Applications Received:	185
Total Housing Units Approved:	101
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	184	184
Discretionary	1	1

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	25
Sites Rezoned to Accommodate the RHNA	0

Cells in grey contain auto-calculation formulas

Jurisdiction	West Covina	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications	Application Status	Project Type	Notes		
1					2	3	4	5				6			7	8	9	10		11	12	13	
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4.5+ ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted- (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*
Summary Row: Start Data Entry Below								0	45	0	79	0	4	57	185	101	0						
8480-015-030	8480-015-030	2819 E CORTZ	TPM 22-02	B23-0241	SFD	O	02/14/2023			1					1	1	1	NONE	No	N/A	Approved	Discretionary	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8740-020-017	8740-020-017	1713 E ALMANAC	SUR 23-21	B23-0865	ADU	R	05/09/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8740-020-017	8740-020-017	1713 E ALMANAC	SUR 23-11	B23-0866	ADU	R	05/09/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8467-011-012	8467-011-012	1333 S MEEKER	SUR 21-91	B23-0998	ADU	R	05/31/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8735-015-018	8735-015-018	2108 E LORRAINE	SUR 21-91	B23-2005	ADU	R	11/14/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8463-018-004	8463-018-004	2228 ROCKWAY	SUR 22-95	B23-0023	ADU	R	01/09/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8463-018-004	8463-018-004	2228 ROCKWAY	SUR 22-84	B23-0024	ADU	R	01/09/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8459-015-020	8459-015-020	346 N LELAND	SUR 22-97	B23-0043	ADU	R	01/12/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8467-001-002	8467-001-002	2104 W LUFKIN	SUR 22-114	B23-0069	ADU	R	01/18/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8440-031-001	8440-031-001	649 N CHAPMAN	SUR 22-70	B23-0092	ADU	R	01/23/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8731-006-008	8731-006-008	2639 ERICKA	SUR 22-122	B23-0109	ADU	R	01/25/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8490-007-009	8490-007-009	1300 E MERCED	SUR 22-143	B23-0120	ADU	R	01/27/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8468-006-014	8468-006-014	920 S SUNKIST	SUR 21-61	B23-0141	ADU	R	01/30/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8484-009-013	8484-009-013	2532 E LARKWOOD	SUR 21-11	B23-0193	ADU	R	02/06/2023			1						1	1	NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8468-004-018	8468-004-018	1132 S MEEKER	SUR 22-163	B23-0255	ADU	R	02/15/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8467-035-007	8467-035-007	1639 S CABANA	SUR 22-157	B23-0265	ADU	R	02/15/2023			1						1	1	NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8457-005-021	8457-005-021	1129 W GREENDALE	SUR 22-135	B23-0465	ADU	R	03/21/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8480-009-021	8480-009-021	2729 E VANDERHOOF	SUR 23-03	B23-0501	ADU	R	03/24/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8480-009-021	8480-009-021	2729 E VANDERHOOF	SUR 22-68	B23-0502	ADU	R	03/24/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8468-013-023	8468-013-023	1707 W ROSEWAY	SUR 22-158	B23-0522	ADU	R	03/24/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8743-008-002	8743-008-002	1108 ECLIPSE WAY	SUR 22-112	B23-0546	ADU	R	03/29/2023			1						1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8733-009-029	8733-009-029	2538 PAULINE	SUR 22-161	B23-0609	ADU	R	04/06/2023				1					1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8724-003-067	8724-003-067	3940 S SENTOUS	SUR 22-24	B23-0617	ADU	R	04/06/2023					1				1	1	NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8441-013-026	8441-013-026	1134 E EL DORADO	SUR 22-146	B23-0629	ADU	R	04/10/2023					1				1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8466-007-016	8466-007-016	1753 S CABANA	SUR 22-100	B23-0682	ADU	R	04/18/2023					1				1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8441-004-029	8441-004-029	1322 E GROVECENTER	SUR 22-155	B23-0683	ADU	R	04/18/2023					1				1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8731-002-021	8731-002-021	2000 DELORES	SUR 23-02	B23-0757	ADU	R	04/26/2023					1				1	1	NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8480-011-034	8480-011-034	418 S LA SERENA	SUR 23-07	B23-0794	ADU	R	05/02/2023					1				1	1	NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8484-003-008	8484-003-008	601 S ALMIRANTE	SUR 23-09	B23-0795	ADU	R	05/02/2023					1				1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8454-028-034	8454-028-034	2043 E MARDINA	SUR 23-04	B23-0911	ADU	R	05/17/2023					1				1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8485-025-010	8485-025-010	809 S CAJON	SUR 23-55	B23-0922	ADU	R	05/17/2023					1				1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8456-019-017	8456-019-017	143 N MAPLEWOOD	SUR 23-27	B23-0939	ADU	R	05/23/2023									1	1	NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis

		2231 W ALWOOD	AUP 22-17	B23-0943	SFD	O	05/23/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8487-007-008	8487-007-008	642 S VALINDA	SUR 22-173	B23-0956	ADU	R	05/25/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8469-004-013	8469-004-013	1331 W MOSSBERG	SUR 23-47	B23-0999	ADU	R	05/31/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8277-048-001	8277-048-001	3631 E TEMPLE WAY	SUR 22-174	B23-1034	ADU	R	06/07/2023							1							NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8478-009-001	8478-009-001	1849 E STUART	SUR 23-05	B23-1035	ADU	R	06/07/2023							1							NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8457-013-016	8457-013-016	320 N BROADMOOR	SUR 23-24	B23-1171	ADU	R	06/26/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8482-003-033	8482-003-033	611 S PROSPERO	SUR 23-15	B23-1172	ADU	R	06/26/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8478-029-011	8478-029-011	1805 E HOLLY OAK	SUR 22-154	B23-1174	ADU	R	06/27/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8455-017-019	8455-017-019	1431 E IDAHOME	SUR 23-33	B23-1175	ADU	R	06/27/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8490-011-013	8490-011-013	1260 E PORTNER	SUR 22-154	B23-1205	ADU	R	07/03/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8459-004-004	8459-004-004	617 N ORANGE	SUR 23-33	B23-1212	ADU	R	07/05/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8493-006-001	8493-006-001	1321 S GLENN ALAN	SUR 23-16	B23-1218	ADU	R	07/05/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8482-004-036	8482-004-036	720 S PROSPERO	SUR 23-08	B23-1246	ADU	R	07/11/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8740-010-008	8740-010-008	1329 E HARVEST MOON	SUR 22-45	B23-1254	ADU	R	07/11/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8480-013-016	8480-013-016	18 S CAMPANA FLORES	SUR 23-49	B23-1293	ADU	R	07/17/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1507 S BROADMOOR	SUR 23-34	B23-1295	ADU	R	07/18/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8467-019-001	8467-019-001	1407 S SANDSPRINGS	SUR 23-19	B23-1301	ADU	R	07/18/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8457-014-011	8457-014-011	415 N BROADMOOR	SUR 22-73	B23-1357	ADU	R	07/27/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8484-017-003	8484-017-003	2247 E ALASKA	SUR 23-29	B23-1363	ADU	R	07/27/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8484-017-003	8484-017-003	2247 E ALASKA	SUR 23-31	B23-1364	ADU	R	07/27/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8740-011-013	8740-011-013	1721 S A'VINGTON	SUR 20-27	B23-1365	ADU	R	07/31/2023							1							NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8724-012-028	8724-012-028	3144 E MERRYGROVE	SUR 23-43	B23-1427	ADU	R	08/08/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8477-010-004	8477-010-004	221 S LEAF	SUR 22-166	B23-1445	ADU	R	08/10/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8487-006-004	8487-006-004	1019 E CAMERON	SUR 23-82	B23-1492	ADU	R	08/17/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8480-017-028	8480-017-028	3118 JOY ST	SUR 23-06	B23-1498	ADU	R	08/21/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8487-008-139	8487-008-139	624 S GLENDDORA	SUR-23-13	B23-1519	ADU	R	08/23/2023							1							NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8488-008-002	8488-008-002	910 E VINE	SUR 23-41	B23-1549	ADU	R	08/28/2023							1							NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8732-012-009	8732-012-009	1938 GEMINI	SUR 23-26	B23-1557	ADU	R	08/29/2023							1							NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8479-009-007	8479-009-007	201 S MOCKINGBIRD	SUR 23-28	B23-1582	ADU	R	08/30/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8482-011-001	8482-011-001	2602 E LARKWOOD	SUR 23-60	B23-1596	ADU	R	09/01/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8458-008-011	8458-008-011	734 N FRUO	SUR 23-52	B23-1609	ADU	R	09/05/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8467-009-008	8467-009-008	1441 S RAMA	SUR 23-35	B23-1619	ADU	R	09/07/2023							1							NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8479-007-009	8479-007-009	147 S MANZANITA	SUR 23-39	B23-1622	ADU	R	09/11/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8490-011-005	8490-011-005	1027 S PIMA	SUR 23-44	B23-1626	ADU	R	09/11/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8482-003-008	8482-003-008	626 S PROSPERO	SUR 22-62	B23-1649	ADU	R	09/13/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8447-022-047	8447-022-047	3589 E HILLHAVEN	SUR 23-22	B23-1721	ADU	R	09/26/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8467-030-017	8467-030-017	1631 W RANDALL	SUR 23-64	B23-1733	ADU	R	09/26/2023							1							NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8489-013-010	8489-013-010	1211 S WALNUT	SUR 23-10	B23-1747	ADU	R	09/28/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8725-004-008	8725-004-008	2621 E FENMEAD	SUR 23-72	B23-1748	ADU	R	10/02/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8457-017-013	8457-017-013	335 N SHADYDALE	SUR 23-98	B23-1799	ADU	R	10/09/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8486-006-031	8486-006-031	1313 E MOBECK	SUR 23-66	B23-1812	ADU	R	10/11/2023							1							NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis

8470-031-013	8470-031-013	940 W PINE	SUR 23-78	B23-1828	ADU	R	10/12/2023								1		1		NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8489-021-005	8489-021-005	625 E FLORENCE	SUR 23-74	B23-1831	ADU	R	10/12/2023								1		1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8476-005-015	8476-005-015	138 S GARDEGLEN	SUR 23-51	B23-1833	ADU	R	10/13/2023								1		1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8455-008-017	8455-008-017	1612 E THELBORNE	SUR 23-84	B23-1853	ADU	R	10/18/2023								1		1		NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8468-007-022	8468-007-022	859 S ORANGE	SUR 23-96	B23-1857	ADU	R	10/18/2023								1		1		NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8455-015-011	8455-015-011	1630 E WORKMAN	SUR 23-79	B23-1868	ADU	R	10/23/2023								1		1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8493-009-002	8493-009-002	1308 S SOUTH HILLS DR	SUR 23-56	B23-1870	ADU	R	10/23/2023								1		1		NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8277-011-019	8277-011-019	345 S GRAND	SUR 22-129	B23-1885	SFD	O	10/25/2023								1		1		NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8277-011-019	8277-011-019	345 S GRAND		B23-1886	ADU	R	10/25/2023								1		1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8440-022-016	8440-022-016	1325 W CARLTON	SUR 22-125	B23-1925	ADU	R	10/30/2023								1		1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8454-028-016	8454-028-016	2125 E MARDINA	SUR 23-63	B23-1955	ADU	R	11/02/2023								1		1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8457-010-003	8457-010-003	430 N WALNUTHAVEN	SUR 23-54	B23-2018	ADU	R	11/20/2023								1		1		NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8440-035-008	8440-035-008	632 N CHAPMAN	SUR 23-103	B23-2057	ADU	R	11/29/2023								1		1		NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8724-012-074	8724-012-074	4004 S FORECASTLE	SUR 23-25	B23-2082	ADU	R	12/04/2023								1		1		NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8467-033-026	8467-033-026	1492 TRADEWINDS	SUR 23-99	B23-2093	ADU	R	12/06/2023								1		1		NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8489-015-011	8489-015-011	1216 S SILVERBIRCH	SUR 23-102	B23-2144	ADU	R	12/18/2023								1		1		NONE	No	N/A	Approved	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8466-010-013	8466-010-013	1759 S SUNSET	SUR 23-134	B23-2157	ADU	R	12/19/2023								1		1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
8487-026-0004	8487-026-0004	1110 E HERRING	SUR 20-67	B23-2177	ADU	R	12/28/2023								1		1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		922 W MERCED AVE	SUR 23-01		ADU	R	01/09/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2209 W DOUBLEGROVE ST	SUR 23-12		ADU	R	02/06/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2602 E CAMERON AVE	SUR 23-14		ADU	R	02/07/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1260 E PORTNER STREET	SUR 23-16		ADU	R	02/09/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1531 E LARKWOOD ST	SUR 23-17		ADU	R	02/09/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		767 S EVANWOOD AVE	SUR 23-18		ADU	R	02/13/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2222 E ALASKA ST	SUR 23-20		ADU	R	02/13/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		401 N LA BREA AVE	SUR 23-23		ADU	R	02/27/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2225 N WILLOW LN	SUR 23-30		ADU	R	03/16/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		240 N MORADA AVE	SUR 23-32		ADU	R	03/22/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1431 E IDAHOME ST	SUR 23-33		ADU	R	03/22/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1634 S MEEKER AVE	SUR 23-36		ADU	R	03/28/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		3447 PHOEBE CT.	SUR 23-37		ADU	R	04/03/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		300 N MAPLEWOOD AVE	SUR 23-38		ADU	R	04/05/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1223 E VINE AVENUE	SUR 23-40		ADU	R	04/13/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1515 S CALIFORNIA AVE	SUR 23-42		ADU	R	04/17/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1223 S BUTTERFIELD RD	SUR 23-45		ADU	R	04/26/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		617 N ORANGE AVE	SUR 23-46		ADU	R	04/26/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2024 DELORES ST	SUR 23-48		ADU	R	04/26/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		521 N YALETON AVE	SUR 23-50		ADU	R	05/01/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		425 S CHERRYWOOD ST	SUR 23-53		ADU	R	05/22/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1725 E THACKERY ST	SUR 23-57		ADU	R	05/25/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		3027 S ADRIENNE DR	SUR 23-58		ADU	R	05/30/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		645 ORANGE AVE	SUR 23-59		ADU	R	05/31/2023		1								1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis

		833 S CORAL TREE DR	SUR 23-61		ADU	R	06/01/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		420 N LA SENA AVE	SUR 23-65		ADU	R	06/12/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1055 E MARDINA ST	SUR 23-67		ADU	R	06/21/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1545 S TONOPAH ST	SUR 23-68		ADU	R	06/13/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1800 W MOSSBERG AVE	SUR 23-69		ADU	R	06/14/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1205 S. PRIMEAUX AVE	SUR 23-70		ADU	R	06/15/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1026 W EL DORADO ST	SUR 23-73		ADU	R	06/26/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1019 E CAMERON AVE	SUR 23-75		ADU	R	06/27/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1247 AZUSA AVE	SUR 23-76		ADU	R	06/27/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1765 S CONLON AVE	SUR 23-77		ADU	R	06/28/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		908 W LUCILLE AVE	SUR 23-80		ADU	R	07/03/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1814 E WALNUT CREEK PKWY	SUR 23-81		ADU	R	07/03/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		3109 APRIL WAY	SUR 23-83		ADU	R	07/05/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		732 LUPIN LANE	SUR 23-71		ADU	R	06/21/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1133 W WORKMAN AVENUE	SUR 23-85		ADU	R	07/10/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		238 N BROMLEY AVE	SUR 23-86		ADU	R	07/11/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		3015 E CECILIA STREET	SUR 23-87		ADU	R	07/13/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1740 S AVINGTON AVE	SUR 23-88		ADU	R	07/13/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		3136 FRIEDA STREET	SUR 23-89		ADU	R	07/13/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		3046 E EDDIE STREET	SUR 23-90		ADU	R	07/17/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1239 E WORKMAN AVENUE	SUR 23-91		ADU	R	07/17/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1747 S CONLON AVE	SUR 23-92		ADU	R	07/18/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		804 E MICHELLE ST	SUR 23-93		ADU	R	07/19/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		838 S CORAL TREE DRIVE	SUR 23-94		ADU	R	07/20/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1012 EAST ELGENIA AVE	SUR 23-95		ADU	R	07/24/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1035 S SILVERBIRCH PLACE	SUR 23-97		ADU	R	07/25/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1635 E IDAHOME STREET	SUR 23-100		ADU	R	08/02/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1217 S. LARIMORE AVENUE	SUR 23-101		ADU	R	08/16/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1117 S CAJON AVENUE	SUR 23-104		ADU	R	08/23/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1110 E HERRING AVENUE	SUR 23-105		ADU	R	08/30/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1030 S SUSANNA AVENUE	SUR 23-106		ADU	R	08/31/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1349 E WORKMAN AVENUE	SUR 23-107		ADU	R	08/31/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		3010 HELEN LN	SUR 23-108		ADU	R	09/05/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		141 S HOMEREST AVENUE	SUR 23-109		ADU	R	09/06/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		426 N CONLON AVENUE	SUR 23-110		ADU	R	09/06/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1436 S BROADMOOR AVE	SUR 23-111		ADU	R	09/07/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1021 S SUNKIST AVENUE	SUR 23-112		ADU	R	09/13/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1339 S MEEKER AVE	SUR 23-113		ADU	R	09/18/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		554 N MORADA AVE	SUR 23-114		ADU	R	09/21/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		747 E GREENVILLE DR	SUR 23-115		ADU	R	10/02/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2028 S LINDA VISTA STREET	SUR 23-116		ADU	R	10/02/2023								1					NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis

		148 N. LANG AVENUE	SUR 23-117		ADU	R	10/05/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		228 S TURNER AVENUE	SUR 23-118		ADU	R	11/01/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1800 W MOSSBERG AVE	SUR 23-119		ADU	R	10/10/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2338 W WALNUT CREEK PARKWAY	SUR 23-120		ADU	R	10/11/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1308 E WORKMAN AVENUE	SUR 23-121		ADU	R	10/11/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1321 S SIESTA AVE	SUR 23-122		ADU	R	10/12/2023							1		1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1239 S ARDILLA AVE	SUR 23-123		ADU	R	10/30/2023							1		1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1209 E LARKWOOD ST	SUR 23-124		ADU	R	11/01/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		811 N. NORA AVE	SUR 23-126		ADU	R	11/02/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		432 N PHILLIPS AVENUE	SUR 23-127		ADU	R	11/02/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		812 E GREENVILLE DR	SUR 23-128		ADU	R	11/07/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		129 S GARDENGLN STREET	SUR 23-130		ADU	R	11/01/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1333 E VINE AVENUE	SUR 23-131		ADU	R	11/09/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		665 S ST MALO ST	SUR 23-132		ADU	R	11/14/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		408 N SUNSET AVE	SUR 23-133		ADU	R	11/20/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2141 E RIO VERDE DR	SUR 23-135		ADU	R	11/21/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2745 E MIRANDA STREET	SUR 23-136		ADU	R	11/27/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2615 ERICA AVENUE	SUR 23-137		ADU	R	11/29/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		735 NORTH MYRTLEWOOD DR	SUR 23-138		ADU	R	12/04/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1705 E THACKERY ST	SUR 23-139		ADU	R	12/06/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		313 N WALNUTHAVEN DR	SUR 23-140		ADU	R	12/06/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		733 LUPIN LANE	SUR 23-141		ADU	R	12/06/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1148 E MAPLEGROVE STREET	SUR 23-142		ADU	R	12/07/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		3599 EAST HILLHAVEN DRIVE	SUR 23-143		ADU	R	12/07/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		808 S PIMA AVENUE	SUR 23-144		ADU	R	12/07/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1414 S INDIAN SUMMER AVENUE	SUR 23-145		ADU	R	12/14/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		2124 W YARNELL AVENUE	SUR 23-146		ADU	R	12/20/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		1317 W DURNESSE STREET	SUR 23-147		ADU	R	12/20/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis
		736 E FLORENCE AVENUE	SUR 23-148		ADU	R	12/21/2023								1	1		NONE	No	N/A	Pending	Ministerial	SCAG Regional Accessory Dwelling Unit Affordability Analysis

Worksheet: 2024 Goals
Reporting Date: 12/31/2024
Report Period: 12/31/2024

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "N" indicates an updated field
Data is only visible and available for viewing

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	2035-2036	2036-2037	2037-2038	2038-2039	2039-2040	2040-2041	2041-2042	2042-2043	2043-2044	2044-2045	2045-2046	2046-2047	2047-2048	2048-2049	2049-2050	2050-2051	2051-2052	2052-2053	2053-2054	2054-2055	2055-2056	2056-2057	2057-2058	2058-2059	2059-2060	2060-2061	2061-2062	2062-2063	2063-2064	2064-2065	2065-2066	2066-2067	2067-2068	2068-2069	2069-2070	2070-2071	2071-2072	2072-2073	2073-2074	2074-2075	2075-2076	2076-2077	2077-2078	2078-2079	2079-2080	2080-2081	2081-2082	2082-2083	2083-2084	2084-2085	2085-2086	2086-2087	2087-2088	2088-2089	2089-2090	2090-2091	2091-2092	2092-2093	2093-2094	2094-2095	2095-2096	2096-2097	2097-2098	2098-2099	2099-2100	2100-2101	2101-2102	2102-2103	2103-2104	2104-2105	2105-2106	2106-2107	2107-2108	2108-2109	2109-2110	2110-2111	2111-2112	2112-2113	2113-2114	2114-2115	2115-2116	2116-2117	2117-2118	2118-2119	2119-2120	2120-2121	2121-2122	2122-2123	2123-2124	2124-2125	2125-2126	2126-2127	2127-2128	2128-2129	2129-2130	2130-2131	2131-2132	2132-2133	2133-2134	2134-2135	2135-2136	2136-2137	2137-2138	2138-2139	2139-2140	2140-2141	2141-2142	2142-2143	2143-2144	2144-2145	2145-2146	2146-2147	2147-2148	2148-2149	2149-2150	2150-2151	2151-2152	2152-2153	2153-2154	2154-2155	2155-2156	2156-2157	2157-2158	2158-2159	2159-2160	2160-2161	2161-2162	2162-2163	2163-2164	2164-2165	2165-2166	2166-2167	2167-2168	2168-2169	2169-2170	2170-2171	2171-2172	2172-2173	2173-2174	2174-2175	2175-2176	2176-2177	2177-2178	2178-2179	2179-2180	2180-2181	2181-2182	2182-2183	2183-2184	2184-2185	2185-2186	2186-2187	2187-2188	2188-2189	2189-2190	2190-2191	2191-2192	2192-2193	2193-2194	2194-2195	2195-2196	2196-2197	2197-2198	2198-2199	2199-2200	2200-2201	2201-2202	2202-2203	2203-2204	2204-2205	2205-2206	2206-2207	2207-2208	2208-2209	2209-2210	2210-2211	2211-2212	2212-2213	2213-2214	2214-2215	2215-2216	2216-2217	2217-2218	2218-2219	2219-2220	2220-2221	2221-2222	2222-2223	2223-2224	2224-2225	2225-2226	2226-2227	2227-2228	2228-2229	2229-2230	2230-2231	2231-2232	2232-2233	2233-2234	2234-2235	2235-2236	2236-2237	2237-2238	2238-2239	2239-2240	2240-2241	2241-2242	2242-2243	2243-2244	2244-2245	2245-2246	2246-2247	2247-2248	2248-2249	2249-2250	2250-2251	2251-2252	2252-2253	2253-2254	2254-2255	2255-2256	2256-2257	2257-2258	2258-2259	2259-2260	2260-2261	2261-2262	2262-2263	2263-2264	2264-2265	2265-2266	2266-2267	2267-2268	2268-2269	2269-2270	2270-2271	2271-2272	2272-2273	2273-2274	2274-2275	2275-2276	2276-2277	2277-2278	2278-2279	2279-2280	2280-2281	2281-2282	2282-2283	2283-2284	2284-2285	2285-2286	2286-2287	2287-2288	2288-2289	2289-2290	2290-2291	2291-2292	2292-2293	2293-2294	2294-2295	2295-2296	2296-2297	2297-2298	2298-2299	2299-2300	2300-2301	2301-2302	2302-2303	2303-2304	2304-2305	2305-2306	2306-2307	2307-2308	2308-2309	2309-2310	2310-2311	2311-2312	2312-2313	2313-2314	2314-2315	2315-2316	2316-2317	2317-2318	2318-2319	2319-2320	2320-2321	2321-2322	2322-2323	2323-2324	2324-2325	2325-2326	2326-2327	2327-2328	2328-2329	2329-2330	2330-2331	2331-2332	2332-2333	2333-2334	2334-2335	2335-2336	2336-2337	2337-2338	2338-2339	2339-2340	2340-2341	2341-2342	2342-2343	2343-2344	2344-2345	2345-2346	2346-2347	2347-2348	2348-2349	2349-2350	2350-2351	2351-2352	2352-2353	2353-2354	2354-2355	2355-2356	2356-2357	2357-2358	2358-2359	2359-2360	2360-2361	2361-2362	2362-2363	2363-2364	2364-2365	2365-2366	2366-2367	2367-2368	2368-2369	2369-2370	2370-2371	2371-2372	2372-2373	2373-2374	2374-2375	2375-2376	2376-2377	2377-2378	2378-2379	2379-2380	2380-2381	2381-2382	2382-2383	2383-2384	2384-2385	2385-2386	2386-2387	2387-2388	2388-2389	2389-2390	2390-2391	2391-2392	2392-2393	2393-2394	2394-2395	2395-2396	2396-2397	2397-2398	2398-2399	2399-2400	2400-2401	2401-2402	2402-2403	2403-2404	2404-2405	2405-2406	2406-2407	2407-2408	2408-2409	2409-2410	2410-2411	2411-2412	2412-2413	2413-2414	2414-2415	2415-2416	2416-2417	2417-2418	2418-2419	2419-2420	2420-2421	2421-2422	2422-2423	2423-2424	2424-2425	2425-2426	2426-2427	2427-2428	2428-2429	2429-2430	2430-2431	2431-2432	2432-2433	2433-2434	2434-2435	2435-2436	2436-2437	2437-2438	2438-2439	2439-2440	2440-2441	2441-2442	2442-2443	2443-2444	2444-2445	2445-2446	2446-2447	2447-2448	2448-2449	2449-2450	2450-2451	2451-2452	2452-2453	2453-2454	2454-2455	2455-2456	2456-2457	2457-2458	2458-2459	2459-2460	2460-2461	2461-2462	2462-2463	2463-2464	2464-2465	2465-2466	2466-2467	2467-2468	2468-2469	2469-2470	2470-2471	2471-2472	2472-2473	2473-2474	2474-2475	2475-2476	2476-2477	2477-2478	2478-2479	2479-2480	2480-2481	2481-2482	2482-2483	2483-2484	2484-2485	2485-2486	2486-2487	2487-2488	2488-2489	2489-2490	2490-2491	2491-2492	2492-2493	2493-2494	2494-2495	2495-2496	2496-2497	2497-2498	2498-2499	2499-2500	2500-2501	2501-2502	2502-2503	2503-2504	2504-2505	2505-2506	2506-2507	2507-2508	2508-2509	2509-2510	2510-2511	2511-2512	2512-2513	2513-2514	2514-2515	2515-2516	2516-2517	2517-2518	2518-2519	2519-2520	2520-2521	2521-2522	2522-2523	2523-2524	2524-2525	2525-2526	2526-2527	2527-2528	2528-2529	2529-2530	2530-2531	2531-2532	2532-2533	2533-2534	2534-2535	2535-2536	2536-2537	2537-2538	2538-2539	2539-2540	2540-2541	2541-2542	2542-2543	2543-2544	2544-2545	2545-2546	2546-2547	2547-2548	2548-2549	2549-2550	2550-2551	2551-2552	2552-2553	2553-2554	2554-2555	2555-2556	2556-2557	2557-2558	2558-2559	2559-2560	2560-2561	2561-2562	2562-2563	2563-2564	2564-2565	2565-2566	2566-2567	2567-2568	2568-2569	2569-2570	2570-2571	2571-2572	2572-2573	2573-2574	2574-2575	2575-2576	2576-2577	2577-2578	2578-2579	2579-2580	2580-2581	2581-2582	2582-2583	2583-2584	2584-2585	2585-2586	2586-2587	2587-2588	2588-2589	2589-2590	2590-2591	2591-2592	2592-2593	2593-2594	2594-2595	2595-2596	2596-2597	2597-2598	2598-2599	2599-2600	2600-2601	2601-2602	2602-2603	2603-2604	2604-2605	2605-2606	2606-2607	2607-2608	2608-2609	2609-2610	2610-2611	2611-2612	2612-2613	2613-2614	2614-2615	2615-2616	2616-2617	2617-2618	2618-2619	2619-2620	2620-2621	2621-2622	2622-2623	2623-2624	2624-2625	2625-2626	2626-2627	2627-2628	2628-2629	2629-2630	2630-2631	2631-2632	2632-2633	2633-2634	2634-2635	2635-2636	2636-2637	2637-2638	2638-2639	2639-2640	2640-2641	2641-2642	2642-2643	2643-2644	2644-2645	2645-2646	2646-2647	2647-2648	2648-2649	2649-2650	2650-2651	2651-2652	2652-2653	2653-2654	2654-2655	2655-2656	2656-2657	2657-2658	2658-2659	2659-2660	2660-2661	2661-2662	2662-2663	2663-2664	2664-2665	2665-2666	2666-2667	2667-2668	2668-2669	2669-2670	2670-2671	2671-2672	2672-2673	2673-2674	2674-2675	2675-2676	2676-2677	2677-2678	2678-2679	2679-2680	2680-2681	2681-2682	2682-2683	2683-2684	2684-2685	2685-2686	2686-2687	2687-2688	2688-2689	2689-2690	2690-2691	2691-2692	2692-2693	2693-2694	2694-2695	2695-2696	2696-2697	2697-2698	2698-2699	2699-2700	2700-2701	2701-2702	2702-2703	2703-2704	2704-2705	2705-2706	2706-2707	2707-2708	2708-2709	2709-2710	2710-2711	2711-2712	2712-2713	2713-2714	2714-2715	2715-2716	2716-2717	2717-2718	2718-2719	2719-2720	2720-2721	2721-2722	2722-2723	2723-2724	2724-2725	2725-2726	2726-2727	2727-2728	2728-2729	2729-2730	2730-2731	2731-2732	2732-2733	2733-2734	2734-2735	2735-2736	2736-2737	2737-2738	2738-2739	2739-2740	2740-2741	2741-2742	2742-2743	2743-2744	2744-2745	2745-2746	2746-2747	2747-2748	2748-2749	2749-2750	2750-2751	2751-2752	2752-2753	2753-2754	2754-2755	2755-2756	2756-2757	2757-2758	2758-2759	2759-2760	2760-2761	2761-2762	2762-2763	2763-2764	2764-2765	2765-2766	2766-2767	2767-2768	2768-2769	2769-2770	2770-2771	2771-2772	2772-2773	2773-2774	2774-2775	2775-2776	2776-2777	2777-2778	2778-2779	2779-2780	2780-2781	2781-2782	2782-2783	2783-2784	2784-2785	2785-2786	2786-2787	2787-2788	2788-2789	2789-2790	2790-2791	2791-2792	2792-2793	2793-2794	2794-2795	2795-2796	2796-2797	2797-2798	2798-2799	2799-2800	2800-2801	2801-2802	2802-2803	2803-2804	2804-2805	2805-2806	2806-2807	2807-2808	2808-2809	2809-2810	2810-2811	2811-2812	2812-2813	2813-2814	2814-2815	2815-2816	2816-2817	2817-2818	2818-2819	2819-2820	2820-2821	2821-2822	2822-2823	2823-2824	2824-2825	2825-2826	2826-2827	2827-2828	2828-2829	2829-2830	2830-2831	2831-2832	2832-2833	2833-2834	2834-2835	2835-2836	2836-2837	2837-2838	2838-2839	2839-2840	2840-2841	2841-2842	2842-2843	2843-2844	2844-2845	2845-2846	2846-2847	2847-2848	2848-2849	2849-2850	2850-2851	2851-2852	2852-2853	2853-2854	2854-2855	2855-2856	2856-2857	2857-2858	2858-2859	2859-2860	2860-2861	2861-2862	2862-2863	2863-2864	2864-2865	2865-2866	2866-2867	2867-2868	2868-2869	2869-2870	2870-2871	2871-2872	2872-2873	2873-2874	2874-2875	2875-2876	2876-2877	2877-2878	2878-2879	2879-2880	2880-2881	2881-2882	2882-2883	2883-2884	2884-2885	2885-2886	2886-2887	2887-2888	28
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Jurisdiction	West Covina	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B															
Regional Housing Needs Allocation Progress															
Permitted Units Issued by Affordability															
		1		2									3	4	
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2021- 10/14/2021	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date (all years)	Total Remaining RHNA by Income Level	
Very Low	Deed Restricted	1,653	-	-	-	-	-	-	-	-	-	-	-	20	1,633
	Non-Deed Restricted		5	1	14	-	-	-	-	-	-	-			
Low	Deed Restricted	850	-	-	-	-	-	-	-	-	-	-	-	74	776
	Non-Deed Restricted		13	2	54	5	-	-	-	-	-	-			
Moderate	Deed Restricted	865	-	-	-	-	-	-	-	-	-	-	-	87	778
	Non-Deed Restricted		2	-	78	7	-	-	-	-	-	-			
Above Moderate		1,978	4	7	185	109	-	-	-	-	-	-	-	305	1,673
Total RHNA		5,346													
Total Units			24	10	331	121	-	-	-	-	-	-	486	4,860	
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).															
		5											6	7	
		Extremely low-Income Need		2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date	Total Units Remaining	
Extremely Low-Income Units*		827		-	-	-	-	-	-	-	-	-	-	827	

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction		West Covina	
Reporting Year		2023	(Jan. 1 - Dec. 31)
Table D			
Program Implementation Status pursuant to GC Section 65583			
<p style="text-align: center;">Housing Programs Progress Report</p> <p>Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.</p>			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Housing Preservation Program	Investigate new funding sources, annually evaluate opportunities, and administer funds as they become available. Promote energy efficiency improvements to households participating in the Housing Preservation Program. Continue to provide informational materials about the HPP at City Hall, on the City's website and in other public places to increase awareness. When funding is available, advertise the HPP and other programs in the City's newsletter (Discover West Covina).	Ongoing	Administering loans from previously implemented HPP program. Implemented revised HPP program in 2017. Funding came from CDBG and Low/Moderate Housing Funds. In 2023 staff provided 11 loans to West Covina homeowners.

<p>Monitor and Preserve Affordable Housing</p>	<p>Monitor the Risk Assessment report published by the California Housing Partnership Corporation annually. Maintain regular contact at least once each year with the local HUD office regarding early warnings of possible opt-outs. Maintain contact with the owners and managers of existing affordable housing at least once each year to determine if there are plans to opt out in the future, and offer assistance in locating eligible buyers. Develop and maintain a list of potential purchasers of at-risk units and act as a liaison between owners and eligible purchasers. Ensure that all owners and managers of affordable housing are provided with applicable state and federal laws regarding notice to tenants of the owner's desire to opt out or prepay.</p>	<p>Ongoing</p>	<p>Monitoring compliance of six affordable housing projects in the City, including Heritage Park, Lark Ellen Village, Mauna Loa Apartments, The Promenade, Senior Villas I and Senior Villas II. The City continues to monitor the status of existing affordable units within the City. There are 687 affordable units within the City.</p>
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Energy Efficient Design	Maintain and distribute literature on energy conservation, including solar power, additional insulation, and subsidies available from utility companies, and encourage homeowners and landlords to incorporate these features into construction and remodeling projects. Encourage energy conservation devices, including but not limited to lighting, water heater treatments, and solar energy systems for all residential projects. Encourage maximum utilization of Federal, State, and local government programs, such as the County of Los Angeles Home Weatherization Program, that assist homeowners in providing energy conservation measures. Continue to provide information on home loan programs available through the City and encourage residents to use the programs to implement energy efficient design. Continue to partner with Southern California Edison to offer homeowners opportunities to reduce energy usage and in turn the City's	Ongoing	The City encourages energy conservation and compliance with State laws as it relates to energy conservation for residential developments. The City maintains ongoing partnership with Southern California Edison
Code Enforcement	Continue to implement the Community Enhancement program to bring substandard housing units into compliance with City building and property maintenance codes. Enforce and expand where necessary, the property maintenance provisions embodied in the California Green Building Code and the Zoning Ordinance to conserve and improve the quality of the housing units in the City.		The City continues to enforce property maintenance ordinances to ensure that substandard housing conditions are brought into compliance.

Acquisition and Rehabilitation	Investigate new funding sources, annually evaluate opportunities, and administer funds as they become available. If, and when, a permanent funding source is identified, the City will provide information at City Hall, on the City's website and in other public places to increase awareness. Continue to provide financial and regulatory incentives to increase the supply of affordable housing. Assist developers in the assemblage of property and, as appropriate and necessary; provide land write-downs for affordable housing developments. federal, state, and local funds.	Ongoing	The City continues to investigate and look for new funding sources. The City continues to inform multi-family housing developers of available sites and State and Federal programs. No developers have submitted projects.
Affordable Housing Financing	Provide informational materials about the program at City Hall, on the City's website, in the City's newsletter (Discover West Covina) and in other public place to increase awareness. On an annual basis proactively explore and pursue funding opportunities from all sources in partnership with nonprofit developers and service providers.	Ongoing	The City continues to provide the public with information on the program.
Alternative Housing Models	Facilitate the development of alternative housing models suited to the housing needs of seniors and persons with disabilities through flexible zoning regulations. Promote alternative housing models during discussions with developers. Actively promote outside funding opportunities and regulatory incentives such as density bonuses to offset the costs of providing affordable units.	Ongoing	No developers have expressed interest or submitted projects.
Los Angeles County Partnership	Increase resident awareness about housing programs offered by LACDA by advertising them on the City's website, periodically in the City's newsletter (Discover West Covina) and by offering Staff assistance at City Hall.	Ongoing	The City provides Information on resources and programs offered by the County as well as other nonprofit organizations providing housing resources/programs. City staff provides information to residents seeking housing assistance as well as on the City website.

Reduce Development Constraints	Process amendments to the Development Code to update City regulations for emergency shelters, supportive housing, low barrier navigation centers, residential care facilities for seven or more persons, and agricultural employee housing consistent with current law.	Ongoing	The City is currently working on a comprehensive Development Code update. As part of the Development Code update, the City will review residential and mixed-use regulations to identify development standards or procedures that may constrain the development of affordable housing and housing for persons with special needs. On December 2022, the City has adopted Ordinances Nos. 2506 and 2507 which created the mixed-use overlay zone and applicable development standards. In addition, the City adopted objective design standards for multi-family residential development.
Flexible Development Standards	Continue to use flexible development standards to facilitate the development of affordable housing through promotion of maximum development densities in the multi-family zone and the new mixed-use overlay.	Ongoing	No developers have expressed interest or submitted projects.
Density Bonus Ordinance	Amend City density bonus regulations consistent with State law (Government Code §65915 et seq.). Continue to promote the City's density bonus ordinance by providing informational materials at City Hall, on the City's website and in other public places to increase awareness.	Ongoing	The City has standards in the Municipal Code for density bonuses in compliance with state law. No applications submitted in 2023.
Priority Processing for Affordable and Special Needs Housing	The City will assign senior staff to handle the projects, and staff assistance may be provided to prepare the necessary documents. Reach out to affordable and special needs housing developers annually Provide informational materials about development regulations, fees and fast-track processing, including SB 35 streamlined review, at City Hall, on the City's website and in other public places to increase awareness.	Ongoing	No applications were submitted in 2023
Accessory Dwelling Units	Monitor legislation and amend City regulations as necessary to ensure consistency with State ADU law. Promote additional ADU development.	Ongoing	The City processed Code Amendment No. 22-02 to address HCD's comment letter dated February 11, 2022 and has been continually working with HCD to ensure the City's Ordinance complies with current State Laws. The City continues to monitor State ADU laws.

Manufactured Housing Mobile Home Rent Control	Encourage the provision of manufactured housing (including mobile homes) in single-family residential zones, subject to the conditions consistent with State law. Maintain the Mobile Home Rent Control Ordinance of 1984 to limit rent increases for mobile home spaces to retain mobile home parks as a continued source of affordable housing in the City.	Ongoing	No permits issued for manufactured housing. No new mobile home parks proposed in 2023.
Water and Sewer Service Providers	Immediately following the adoption and certification of the Housing Element, Staff will deliver copies to all providers of sewer and water service within the City of West Covina.	Ongoing	Letters mailed following adoption of Housing Element.
Fair Housing Program	Continue to assist households, and refer fair housing complaints to the Housing Rights Center. Continue to comply with all State and federal fair housing requirements when implementing housing programs or delivering housing-related services. Continue to promote fair housing practices, including advertisement on the City's website, and provide educational information on fair housing to the public. Increase education to residents and landlords regarding fair housing laws.	Ongoing	The City continues to promote fair housing practices and refer fair housing complaints to the Housing Rights Center. The City provided \$10,000 in CDBG funding to the Housing Rights Center.
Reasonable Accommodation	Continue to provide information to residents on reasonable accommodation procedures at public counters and on the City website. Promote the Home Improvement Loan Program as a potential funding source for persons with disabilities or the elderly to make accessibility improvements to their homes.	Ongoing	The City has standards in the Municipal Code for reasonable accommodation. The City has received and approved one reasonable accommodation application/request in 2022. No request was made in 2023.
Senior Center Shared Housing	Continue to connect individuals through the Senior Citizens' Center at Cortez Avenue with the goal of making 10 matches a year.	Ongoing	The City contributes to the funding of a social worker through the YWCA to assist seniors with housing placement.

Homeless Assistance Program	Provide in CDBG funding to care providers and associated facilities. Provide referrals to the local organizations that serve the homeless. Also provide informational materials about tenant and landlord housing rights at City Hall, in the City's newsletter (Discover West Covina), on the City's website and in other public places to increase awareness.	Ongoing	City provided \$50,000 to the East San Gabriel Valley Coalition for the Homeless (\$10,000), Action Food Pantry (\$20,000), Shepherd's Pantry (\$8,000), and Project 29:11(\$12,000) in FY 22-23. West Covina expended \$4,785 in Measure H funds for motel vouchers for those who are homeless in West Covina. Additionally, the City expended \$23,000 in Measure H funds through the Homeless Outreach Officer in the Police Department. The City expended \$187,500 between April and December 2022 on an agreement with the Los Angeles Centers for Alcohol and Drug Abuse (LA CADA). LA CADA provides a two-person team, five days per week to conduct homeless outreach, assessment, and connection to services. The contract includes 8 dedicated beds for assisted persons.
Housing for Persons with Disabilities	Offer specific regulatory incentives throughout the planning period, when funding is available, apply for funding at least twice during the planning period to encourage development of unit specifically for persons with disabilities, will reach out annually to special needs housing developers. Work cooperatively with the San Gabriel/Pomona Regional Center to publicize available services.	Ongoing	The City continues to monitor for potential developers and funding programs. No applications have been submitted.
Ensure Adequate Sites to Accommodate the RHNA	Facilitate housing development commensurate with the RHNA allocation. Make the vacant and underutilized residential sites inventory available to housing developers on the City's website. Monitor development to ensure that adequate sites are available throughout the planning period. Require replacement of lower-income units displaced due to redevelopment.	Ongoing	The City has adopted a Downtown Plan and Code that allows mixed use and mid to high density residential development. The City has also adopted a mixed-use overlay zone.
Encourage Lot Consolidation	Encourage lot consolidation of smaller parcels to accommodate projects including a minimum of 16 units at a density of at least 30 dwelling units per acre or higher.	Ongoing	The City continues to inform multi-family housing developers of development opportunities in the Mixed Use Overlay. No developers have submitted projects.
Local Agency Surplus Land for Affordable Housing	Prioritize use of surplus property sites to increase the supply of housing affordable to lower-income households.	Ongoing	The City is currently going through the Surplus Land Act process. A portion of the City's surplus property will be utilized for housing with the required affordability component

Jurisdiction	West Covina	NOTE: This table must contain an inventory of ALL surplus/excess lands the reporting jurisdiction owns	Note: "+" indicates an optional field Cells in grey contain auto-calculation formulas
Reporting Period	2023 (Jan. 1 - Dec. 31)		

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

For Los Angeles County jurisdictions, please format the APN's as follows:9999-999-999

Table H						
Locally Owned Surplus Sites						
Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	Street Address/Intersection	Existing Use	Number of Units	Surplus Designation	Parcel Size (in acres)	Notes
Summary Row: Start Data Entry Below						
8468-016-904	811 S. Sunset Avenue, West Covina	Public Facilities		Surplus Land	7.41	
8474-003-915, 8474-003-918, 8474-003-940, 8474-007-928, 8474-007-931, 8474-007-932,8474- 007-933, 8474-007- 934,8474-007-935, 8474-007-939,	Plaza West Covina	Commercial		Surplus Land	21.85	

Jurisdiction	West Covina	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Table K
Tenent Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	No	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.		
Notes		

Jurisdiction	West Covina	
Reporting Year	2023	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
 (CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	\$	500,000.00	Total award amount is auto-populated based on amounts entered in rows 15-26.
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[illegible]

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	51
Above Moderate		0
Total Units		51

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	5
Moderate	Deed Restricted	0
	Non-Deed Restricted	7
Above Moderate		109
Total Units		121

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	19
Low	Deed Restricted	0
	Non-Deed Restricted	44
Moderate	Deed Restricted	7
	Non-Deed Restricted	17
Above Moderate		231
Total Units		318



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: April 2, 2024

TO: Mayor and City Council

FROM: Paulina Morales
Acting City Manager

**SUBJECT: CONSIDERATION OF APPOINTMENTS TO THE CALIFORNIA JOINT POWERS
AUTHORITY BOARD OF DIRECTORS**

RECOMMENDATION:

It is recommended that the City Council appoint Mayor Brian Calderón Tabatabai as Director and Mayor Pro Tem Tony Wu and Finance Director Stephanie Sikkema as alternates to represent the City on the California Joint Powers Insurance Authority (CJPIA) Board of Directors and direct staff to submit the Certification of Director and Alternate(s) to CJPIA.

BACKGROUND:

The City has been a member of the CJPIA risk management pool for the CJPIA's Excess Liability, Excess Workers' Compensation and Property Insurance Programs since May 2020.

In accordance with the Joint Powers Agreement, the CJPIA is governed by a Board of Directors that is composed of one representative Director from each member, who must be selected from the legislative body of that member. The Joint Powers Agreement also requires that each legislative body appoint at least one alternate who must be an officer or employee of the member. The alternate has the authority to attend, participate in, and vote at any meeting of the Board of Directors when the regular Director for whom he or she is an alternate is absent from such meeting. Having a Board of Directors composed of representatives from each member ensures that the interests and needs of all members are represented in its governance.

Each July, the entire Board of Directors attends an annual business meeting. At the annual meeting, the President and Vice President of the CJPIA and other members of the Executive Committee are elected, reports of the affairs of the CJPIA are considered, and any other business may be transacted which is within the powers of the Board of Directors.

In May 2020, the City Council appointed Councilmember Dario Castellanos as Director and City Manager David Carmany, Mayor Tony Wu, Mayor Pro Tem Letty Lopez-Viado, Councilmember Lloyd Johnson, and Councilmember Jessica Shewmaker as alternates to represent the City.

In July 2023, the City Council appointed Mayor Rosario Diaz as Director and Mayor Pro Tem Brian Tabatabai and Acting Human Resources and Risk Management Director Stephanie Sikkema as alternates to represent the City.

DISCUSSION:

Each year, the CJPIA asks members to certify their designated CJPIA Director and Alternate(s) prior to the Annual Board of Directors meeting. Staff recommends the City's appointments be updated to reflect the current City Council organization. As outlined above, the City's appointment of a Director must be a member of the City Council; the alternate may be a City Council member or a staff member.

Staff recommends that the City Council appoint Mayor Brian Calderón Tabatabai as Director and Mayor Pro Tem Tony Wu and Finance Director Stephanie Sikkema as alternates to represent the City, as outlined in the Certification of Director and Alternates(s) (Attachment No. 1).

LEGAL REVIEW:

The City Attorney's Office has reviewed this staff report.

OPTIONS:

The City Council has the following options:

1. Approve staff's recommendation; or
2. Provide alternative direction.

Fiscal Impact**FISCAL IMPACT:**

This is strictly an administrative item, therefore; there is no fiscal impact associated with this action.

Attachments

Attachment No. 1 - Certification of Director and Alternate(s)

CITY COUNCIL GOALS & OBJECTIVES: Achieve Fiscal Sustainability and Financial Stability
Maintain Good Intergovernmental Relations



CERTIFICATION OF DIRECTOR AND ALTERNATE(S)

Thereby certify that as of this date, the Official Minutes and Records of the Subcommittee of the City of West Covina confirm that the following persons have been appointed to represent the City Council, in accordance with the provisions of Article 7 of the California Joint Powers Insurance Authority Joint Powers Agreement.

DIRECTOR (Board Member):

<u>Brian Calderón Tabatabai</u>	<u>Mayor</u>	<u>btabatabai@westcovina.org</u>
Name	Title	email address

ALTERNATE(S) (one or more, may be Board Member or staff):

Tony Wu	Mayor Pro Tem	tony.wu@westcovina.org
Name	Title	email address

Stephanie Sikkema	Finance Director	ssikkema@westcovina.org
Name	Title	email address

Name	Title	email address
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Name	Title	email address
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Name	Title	email address
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Signature _____

City of West Covina
Agency (please print agency name)

Date _____



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: April 2, 2024

TO: Mayor and City Council

FROM: Paulina Morales
Acting City Manager

SUBJECT: CONSIDERATION OF AMENDMENT TO AGREEMENT WITH JOE GHOUGASSIAN DBA J & L AUTO BODY REPAIR FOR BODY AND PAINT WORK AND BUDGET AMENDMENT FOR FLEET VEHICLE REPAIRS & MAINTENANCE

RECOMMENDATION:

1. Authorize the Acting City Manager to execute Amendment No. 3 to the agreement with Joe Ghougassian dba J & L Auto Body Repair, increasing the maximum compensation for the final year of the agreement to \$250,000.
2. Approve the following resolution:

RESOLUTION NO. 2024-23 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024 (FLEET REPAIRS)

BACKGROUND:

Amendment to Agreement with Joe Ghougassian dba J & L Auto Body Repair

On March 19, 2019, the City Council approved a purchase order for \$100,000 to J & L Custom Auto Body based in West Covina, CA for Fiscal Year (FY) 2018-19. At that time, the City Council questioned the repair time versus hourly rates. Most body shops use an industry-wide collision repair software where they have instant access to the industry's most complete and up to date OEM (original equipment manufacturer) collision repair information, including parts and labor times. Therefore, quotes include an estimated time of repair.

At the same City Council meeting, the City Council advised that having a list of vendors would ensure getting the best service for the best price. On August 15, 2019, in line with the City's effort to competitively bid for all contract services and select the most qualified vendors, staff issued a Request for Quotes (RFQ) for multiple awards for auto body repair and painting services. The RFQ was posted on Planet Bids. On September 4, 2019, four quotes were received.

On September 17, 2019, the City Council approved agreements for auto body repair and painting services on an as-needed basis with a maximum compensation amount of \$100,000 per year per agreement with J & L Auto Body Repair, VMS Auto Body Collision Center, Inc. and South Coast Emergency Vehicle Services for a three-year period.

The initial agreements had terms through September 2022. In September 2022, the agreements with all

three vendors were extended for one year, through September 2023. In September 2023, only J & L Auto Body Repair and South Coast Emergency Vehicle Services elected to extend their agreements for the final year, through September 2024. Staff will prepare and send out requests for bids for new vendors prior to the September 2024 expiration dates of the current agreements.

Fleet Vehicle Repairs & Maintenance – Ford Fleet Care

In January 2017, the City began using Ford Fleet Care, a credit line through Ford Motor Company that can be used at any Ford dealership for parts and service. Because the City's Fleet consists of mostly Ford vehicles that are still covered under manufacturer's warranty, the vehicles must go to an authorized Ford dealer for repair.

Dealerships that bill through Ford Fleet Care can repair most of the City's Ford and non-Ford vehicles. The City's Fleet consists of 71 non-Ford Vehicles and 128 Ford Vehicles. Most of the City's Fleet vehicles are Police and Public Services Department vehicles. The City uses various Ford vendors for City Fleet repairs (i.e., Performance Ford of West Covina, Puente Hills Ford and Ken Grody Ford).

DISCUSSION:

Amendment to Agreement with Joe Ghougassian dba J & L Auto Body Repair

During this Fiscal Year 2023-24, due to the increased costs of parts and the number of vehicles that have been involved in accidents, the City has exceeded the \$100,000 annual limit approved by the Council in 2019. As of March 6, 2024, there are six (6) vehicles awaiting repairs. Of these vehicles, five (5) are Police vehicles, which affect their fleet and their day-to-day operations. These are repairs that should be repaid through the claims process. Staff is requesting the approval of the amendment to the agreement with J & L Auto Body Repair to increase the maximum compensation for the final year of the agreement to \$250,000 and a budget amendment of \$81,000 for Uninsured Losses for the vehicles waiting for repair.

Fleet Vehicle Repairs & Maintenance – Ford Fleet Care

During this fiscal year, there were significantly more repairs to Police vehicles as their vehicles and most of the City's Fleet are aging and no longer under warranty. Additionally, vehicle maintenance costs of labor and parts have increased. Thus, staff is also requesting a budget amendment for Fleet Vehicle Repairs & Maintenance in the amount \$175,000 to cover the increased cost of vehicle maintenance through the Ford Fleet Care program.

LEGAL REVIEW:

The City Attorney's Office has reviewed the resolution and amendment and approved them as to form.

Prepared by: Renee M. G. Chavez

Fiscal Impact

FISCAL IMPACT:

Staff is requesting the approval of the amendment of the agreement with J & L Auto Body not to exceed \$250,000 and a budget amendment of \$81,000 for Uninsured Losses for the vehicles waiting for repair and a budget amendment for Fleet Vehicle Repairs & Maintenance in the amount \$175,000 to cover the increased cost of vehicle maintenance through the Ford Fleet Care program.

A total of \$256,000 is needed for the additional repairs. The majority of this is for vehicles that were acquired from Equitable Sharing funds, so it is proposed to use that funding source for the repairs. The rest is proposed to come from the fund balance in the Fleet Maintenance Fund. The table below summarizes the fiscal impact of the proposed budget amendment to those funds.

Fund Name (Fund No.)	Proposed Amendment	Beginning Fund	Total Revised Revenue	Estimated Ending Fund Balance
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	Revenue Less Expenditures	Balance	Less Expenditures	
Fleet Management (365)	-101,000	402,475	-101,000	301,475
Equitable Sharing-USDOJ (117)	-155,000	4,136,743	-2,117,959	2,018,784

Attachments

Attachment No. 1- Resolution No. 2024-23

Attachment No. 2 - Amendment No. 3 to Agreement with Joe Ghougassian dba J & L Auto Body Repair

CITY COUNCIL GOALS & OBJECTIVES: Protect Public Safety
Achieve Fiscal Sustainability and Financial Stability
Enhance City Image and Effectiveness

RESOLUTION NO. 2024-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024 (FLEET REPAIRS)

WHEREAS, on April 18, 2023, the City Manager presented to the City Council a proposed budget for Fiscal Year 2023-24 in compliance with Section 2-151(m) of the West Covina Municipal Code; and

WHEREAS, following the initial presentation of the proposed budget for Fiscal Year 2023-24, the City held meetings and community workshops and conducted an online budget survey in order to solicit input from the public regarding the proposed budget; and

WHEREAS, on June 6, 2023, the City Council adopted a budget for the 2023-2024 Fiscal Year; and

WHEREAS, amendments must periodically be made to the budget to conform to changed circumstances following adoption of the budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby approves Budget Amendment No. 2024-10, attached hereto as Exhibit A, for Fiscal Year 2023-24.

SECTION 2. The City Clerk shall certify to the adoption of this resolution and shall enter the same in the book of original resolutions and it shall become effective immediately.

APPROVED AND ADOPTED this 2nd day of April, 2024.

Brian Calderón Tabatabai
Mayor

APPROVED AS TO FORM

ATTEST

Thomas P. Duarte
City Attorney

Lisa Sherrick
Assistant City Clerk

I, LISA SHERRICK, Assistant City Clerk of the City of West Covina, California, do hereby certify that the foregoing Resolution No. 2024-23 was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof held on the 2nd day of April, 2024, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lisa Sherrick
Assistant City Clerk

Exhibit A

City of West Covina

Fiscal Year 2023-24

Budget Amendment No. 2024-10

Fleet Repairs

Fund	Current Budget	Proposed Amendment	Amended Budget
Fleet Management (365)			
Revenue	1,586,200		1,586,200
Expenditures	1,586,200	101,000	1,687,200
Net Change in Fund Balance	0	-101,000	-101,000
Equitable Sharing-USDOJ (117)			
Revenue	31,380	0	31,380
Expenditures	1,994,339	155,000	2,149,339
Net Change in Fund Balance	-1,962,959	-155,000	-2,117,959

**AMENDMENT NUMBER THREE TO
CITY OF WEST COVINA
PROFESSIONAL SERVICES AGREEMENT
WITH
JOE GHOUGASSIAN DBA J & L AUTO BODY REPAIR
FOR
VEHICLE BODY REPAIR AND PAINTING**

THIS AMENDMENT NUMBER THREE ("Amendment") is made and entered into as of April 2, 2024 ("Effective Date") by and between the CITY OF WEST COVINA, a municipal corporation ("City"), and JOE GHOUGASSIAN, an individual DBA J & L AUTO BODY REPAIR ("Consultant").

WHEREAS, City and Consultant entered into a Professional Services Agreement dated September 18, 2019 for Consultant to provide vehicle body repair and painting services to the City ("Agreement"); and

WHEREAS, Section 4.1 of the Agreement provides for an initial term of thirty-six (36) months, ending September 17, 2022, with the option for City and Consultant to extend the term for up to two (2) additional one (1) year periods; and

WHEREAS, City and Consultant extended the term of the Agreement through September 17, 2023 through Amendment Number One to the Agreement, dated September 17, 2022; and

WHEREAS, City and Consultant extended the term of the Agreement through September 17, 2024 through Amendment Number Two to the Agreement, dated September 17, 2023; and

WHEREAS, City requires additional services from Consultant; and

WHEREAS, City and Consultant desire to increase Consultant's maximum compensation accordingly.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Section 2.1 of the Agreement shall be amended to reflect that, for the period commencing September 18, 2023 and ending September 17, 2024, Consultant's total compensation shall not exceed Two Hundred Fifty Thousand Dollars (\$250,000.00).
2. All terms not defined herein shall have the same meaning and use as set forth in the Agreement.
3. All other terms, conditions, and provisions of the Agreement shall remain in full force and effect.
4. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall

constitute one agreement. Delivery of an executed counterpart of this Amendment by a .pdf data file or other scanned executed counterpart by email shall be equally as effective as delivery of a manually executed counterpart of this Amendment. Each duplicate and counterpart shall be equally admissible in evidence, and each shall fully bind each party who has executed it. The parties waive all right to challenge the admissibility or authenticity of this Amendment in a court of law based solely on the absence of an original signature.

IN WITNESS WHEREOF, City and Consultant have executed this Amendment as of the date set forth above.

CITY OF WEST COVINA

CONSULTANT

Paulina Morales
Acting City Manager

Joe Ghougassian
Owner

ATTEST:

Lisa Sherrick
Assistant City Clerk

APPROVED AS TO FORM:

Thomas P. Duarte
City Attorney

APPROVED AS TO INSURANCE:

Stephanie Sikkema
Acting Human Resources and Risk
Management Director