



**CITY OF WEST COVINA**

**CITY COUNCIL/SUCCESSOR AGENCY**

**JANUARY 7, 2020, 7:00 PM  
REGULAR MEETING**

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

**Mayor Tony Wu  
Mayor Pro Tem Letty Lopez-Viado  
Councilman Dario Castellanos  
Councilman Lloyd Johnson  
Councilmember Jessica C. Shewmaker**

*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](http://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 JANUARY 7, 2020, 7:00 PM  
REGULAR MEETING**

### **INVOCATION**

Led by Pastor Samuel Martinez  
Amazing Love Ministries

### **PLEDGE OF ALLEGIANCE**

Led by Councilman Lloyd Johnson

### **ROLL CALL**

### **REPORTING OUT FROM CLOSED SESSION**

### **PRESENTATIONS**

Certificate of Recognition - Cameron Saylor, Dukes Baseball Club, for assisting the South Hills High School girls softball team

Certification of Recognition - West Covina Bulldogs Pee Wee Cheer, Pop Warner National Cheer & Dance Competition Champions

### **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.*

**ORDINANCES FOR ADOPTION - Procedural Waiver.** *Waive full reading of each ordinance on the agenda and authorize the approval of each ordinance by title only.*

### **FINANCE DEPARTMENT**

- 1) APPROVAL AND TRANSMITTAL OF AN ADMINISTRATIVE BUDGET AND A RECOGNIZED OBLIGATION PAYMENT SCHEDULE “ROPS” PURSUANT TO HEALTH AND SAFETY CODE SECTION 34179.7(O)(1), FOR THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021 FOR THE SUCCESSOR AGENCY TO THE FORMER WEST COVINA REDEVELOPMENT AGENCY**

It is recommended that the City Council, acting as the Successor Agency to the former West Covina Redevelopment Agency, adopt the following resolution:

**RESOLUTION NO. 2020-01 – A RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER WEST COVINA REDEVELOPMENT AGENCY APPROVING AND AUTHORIZING THE TRANSMITTAL OF AN ADMINISTRATIVE BUDGET AND A**

**RECOGNIZED OBLIGATION PAYMENT SCHEDULE “ROPS” FOR THE PERIOD OF  
JULY 1, 2020 THROUGH JUNE 30, 2021**

**2) CONSIDERATION OF PURCHASE ORDER FOR SIEMENS INDUSTRY FOR EMERGENCY  
REPAIRS**

It is recommended that the City Council approve a purchase order in the amount of \$72,683.77 for past due invoices for repairs performed under emergency provision.

**HUMAN RESOURCES**

**3) CONSIDERATION OF RESOLUTION AMENDING THE SALARY SCHEDULE FOR  
FULL-TIME CLASSIFICATIONS FOR CITY OF WEST COVINA FOR FISCAL YEAR 2019-20**

It is recommended that the City Council adopt the following resolution:

**RESOLUTION NO. 2020-02 - A RESOLUTION OF THE WEST COVINA CITY COUNCIL  
APPROVING AN AMENDED SALARY SCHEDULE FOR FULL-TIME  
CLASSIFICATIONS OF THE CITY OF WEST COVINA FOR FISCAL YEAR 2019-20**

**4) CONSIDERATION OF GOVERNMENT TORT CLAIMS**

It is recommended that the City Council deny the following Government Tort Claims and the claimants to be notified:

1. Edith Magana-Mendez vs. City of West Covina

**END OF CONSENT CALENDAR**

**HEARINGS**

**PUBLIC HEARINGS**

**5) PUBLIC HEARING TO CONSIDER ADOPTION OF CALIFORNIA BUILDING CODES AS  
AMENDED BY LOS ANGELES COUNTY AND THE CALIFORNIA FIRE CODE**

It is recommended that the City Council conduct a public hearing and adopt the following ordinances:

**ORDINANCE NO. 2463 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
WEST COVINA, CALIFORNIA, AMENDING ARTICLES II, IV, V, VI, AND VII OF  
CHAPTER 7, ADDING ARTICLES XIX, XX, AND XXI TO CHAPTER 7, AMENDING  
ARTICLE I OF CHAPTER 9 AND ARTICLE II OF CHAPTER 10 OF THE WEST  
COVINA MUNICIPAL CODE TO ADOPT BY REFERENCE TITLE 26 (BUILDING  
CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE  
THE 2019 CALIFORNIA BUILDING CODE; TITLE 27 (ELECTRICAL CODE) OF THE  
LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019  
CALIFORNIA ELECTRICAL CODE; TITLE 30 (RESIDENTIAL CODE) OF THE LOS  
ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA  
RESIDENTIAL CODE; TITLE 29 (MECHANICAL CODE) OF THE LOS ANGELES  
COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA  
MECHANICAL CODE; TITLE 28 (PLUMBING CODE) OF THE LOS ANGELES COUNTY  
CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA PLUMBING CODE,  
TITLE 31 (GREEN BUILDING STANDARDS CODE) OF THE LOS ANGELES COUNTY  
CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA GREEN BUILDING  
STANDARDS CODE; TITLE 33 (EXISTING BUILDING CODE) OF THE LOS ANGELES**

**COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA EXISTING BUILDING CODE; AND MAKING AMENDMENTS THERETO; AND AMENDING ARTICLE II OF CHAPTER 14 OF THE WEST COVINA MUNICIPAL CODE TO REPEAL THE CONSTRUCTION CONTRACTOR LICENSE FEE**

**ORDINANCE NO. 2467 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AMENDING ARTICLE II OF CHAPTER 10 OF THE WEST COVINA MUNICIPAL CODE TO ADOPT BY REFERENCE THE 2019 CALIFORNIA FIRE CODE, WHICH ADOPTS BY REFERENCE THE 2018 INTERNATIONAL FIRE CODE; AND MAKING AMENDMENTS THERETO**

**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

January 21, 2020

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

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City of West Covina | Office of the City Manager

**DATE:** January 7, 2020

**TO:** Mayor and City Council

**FROM:** David Carmany  
City Manager

**SUBJECT: APPROVAL AND TRANSMITTAL OF AN ADMINISTRATIVE BUDGET AND A RECOGNIZED OBLIGATION PAYMENT SCHEDULE “ROPS” PURSUANT TO HEALTH AND SAFETY CODE SECTION 34179.7(O)(1), FOR THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021 FOR THE SUCCESSOR AGENCY TO THE FORMER WEST COVINA REDEVELOPMENT AGENCY**

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### RECOMMENDATION:

It is recommended that the City Council, acting as the Successor Agency to the former West Covina Redevelopment Agency, adopt the following resolution:

**RESOLUTION NO. 2020-01 – A RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER WEST COVINA REDEVELOPMENT AGENCY APPROVING AND AUTHORIZING THE TRANSMITTAL OF AN ADMINISTRATIVE BUDGET AND A RECOGNIZED OBLIGATION PAYMENT SCHEDULE “ROPS” FOR THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021**

### BACKGROUND:

In accordance with Health and Safety Code Section 34179.7(O)(1), the Successor Agency is required to file a Recognized Obligation Payment Schedule “ROPS” annually in order to receive a distribution of property tax increment dollars with which to fund the obligations of the former Redevelopment Agency. These obligations include bond debt service payments, amounts due under existing agreements with commercial property owners, repayment of amounts borrowed from the Housing Fund to fund property tax shifts mandated by the State, cost of litigation to protect assets of the former Redevelopment Agency, repayment of loans to the City, and administrative costs of the Successor Agency to wind-down the affairs of the former Redevelopment Agency. While many of these listed items are not necessarily debt, they are considered obligations for purposes of this mandated report and must be listed on the ROPS if they are to be funded by distributions of future tax increment dollars. These items are not debt obligations of the City of West Covina.

### DISCUSSION:

The ROPS schedule (Attachment No. 1 – Exhibit A) lists all amounts that will be paid for the period of July 1, 2020 through June 30, 2021. Once the ROPS is approved by the Successor Agency and Oversight Board, it then must be forwarded to the State Department of Finance (DOF) by February 1, 2020. DOF holds final approval authority of the items listed on the ROPS and directs the Los Angeles County Auditor-Controller to distribute tax increment funds to the Successor Agency. Many of the obligations listed on the ROPS are estimates, i.e. variable rate debt service payments, litigation, etc.

The Successor Agency is also required to adopt an administrative budget for each annual period. Attachment No. 1 – Exhibit B to this report is the administrative budget for the Successor Agency for the period of July 1, 2020 through June 30, 2021. This budget is to be funded by the administrative allowance, which is 3% of the enforceable obligations, after loan payments, or \$250,000 annually; whichever is greater. The City will absorb any administrative costs above this administrative allowance. These administrative costs can also be found in the ROPS (Attachment No. 1 – Exhibit A) line item number 12.

The total amount of funding requested for enforceable obligations from the Redevelopment Property Tax Trust Fund (RPTTF) on ROPS 20-21 is \$25,055,932 and includes many of the same items that have been previously approved by DOF.

#### **LEGAL REVIEW:**

The Successor Agency Counsel has reviewed and approved this staff report, resolution and the Recognized Obligation Payment Schedule.

**Prepared by:** Robbeyn Bird, CPA, Interim Finance Director

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#### **Fiscal Impact**

##### **FISCAL IMPACT:**

The Successor Agency cannot receive or spend any funds unless the amounts are listed on a Recognized Obligation Payment Schedule. This schedule identifies all outstanding obligations that must be satisfied before the Agency can be dissolved. The obligations listed on this schedule will receive property tax allocations distributed by the County of Los Angeles as their funding source.

If the Successor Agency's administrative costs exceed the administrative allowance, the excess expenditures will be absorbed by the City.

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#### **Attachments**

Attachment No. 1 - Resolution No. 2020-01

Exhibit A - Recognized Obligation Payment Schedule (ROPS 20-21)

Exhibit B - Successor Agency Administrative Budget for July 1, 2020 through June 30, 2021

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**CITY COUNCIL GOALS & OBJECTIVES:** Achieve Fiscal Sustainability and Financial Stability

**RESOLUTION NO. 2020-01**

**A RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER WEST COVINA REDEVELOPMENT AGENCY APPROVING AND AUTHORIZING THE TRANSMITTAL OF AN ADMINISTRATIVE BUDGET AND A RECOGNIZED OBLIGATION PAYMENT SCHEDULE “ROPS” FOR THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021**

**WHEREAS**, pursuant to ABX 1 26, enacted on June 28, 2011, and as subsequently amended by AB 1484, SB 341, and SB 107 (“Dissolution Act”), the Redevelopment Agency to the City of West Covina was dissolved as of February 1, 2012, and the City of West Covina elected to serve as the Successor Agency to the former Redevelopment Agency to the City of West Covina; and

**WHEREAS**, pursuant to Health and Safety Code Section 34179(q), commencing on and after July 1, 2018, the County of Los Angeles, where more than 40 oversight boards were created by the Dissolution Act, shall have five consolidated oversight boards each encompassing the five supervisorial districts;

**WHEREAS**, pursuant to Health and Safety Code Section 34179.7 (o) (1), requires that the ROPS for the period from July 1, 2020 to June 30, 2021, shall be submitted after oversight board approval to the State of California Department of Finance and the Los Angeles County Auditor-Controller by February 1, 2020; and

**WHEREAS**, the West Covina City Council, acting as Successor Agency to the former West Covina Redevelopment Agency, reserves the right to appeal any determination of the State of California Department of Finance or other entity regarding the propriety of this resolution as well as any future determinations; and

**WHEREAS**, the West Covina City Council, acting as Successor Agency to the former West Covina Redevelopment Agency, intends to comply with the state-mandated obligations established hereunder; and

**WHEREAS**, all other legal prerequisites to the adoption of this resolution have occurred.

**NOW, THEREFORE, BE IT RESOLVED** by the West Covina City Council, acting as Successor Agency to the former West Covina Redevelopment Agency, as follows:

**SECTION 1.** The foregoing recitals are incorporated into this Resolution by this reference, and constitute a material part of this Resolution.

**SECTION 2.** The Recognized Obligation Payment Schedule “ROPS” attached hereto as Exhibit “A” is approved and the Executive Director is authorized to submit the ROPS to the Oversight Board for approval and transmit the same to the Los Angeles County Auditor-Controller, the California State Controller and the State of California Department of Finance in accordance with Health and Safety Code Section 34177 subject to all reservations of rights and contingencies set forth above.

**SECTION 3.** The Administrative Budget for the Successor Agency for the annual period of July 1, 2020 – June 30, 2021, attached hereto as Exhibit “B” is approved and the Executive Director is authorized to transmit the same to the Los Angeles County Auditor-Controller, the California State Controller and the State of California Department of Finance in accordance with Health and Safety Code Section 34177 subject to all reservations of rights and contingencies set forth above.

**SECTION 4.** The Executive Director or designee is authorized to take all actions necessary to implement this Resolution, including without limitation, the posting of this Resolution and the Recognized Obligation Payment Schedule on the City’s website, and any other reasonable acts in furtherance of approval of the Recognized Obligation Payment Schedule and Administrative Budgets.

**SECTION 5.** The Secretary shall certify as to the passage and adoption of this Resolution, and it shall thereupon take effect and be in full force.

**APPROVED AND ADOPTED** at a regularly scheduled meeting held on this 7<sup>th</sup> day of January, 2020.

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Tony Wu  
Mayor

APPROVED AS TO FORM:

ATTEST:

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Thomas Duarte  
City Attorney

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Lisa Sherrick  
Assistant City Clerk

**Recognized Obligation Payment Schedule (ROPS 20-21) - Summary**  
**Filed for the July 1, 2020 through June 30, 2021 Period**

**Successor Agency:** West Covina

**County:** Los Angeles

<b>Current Period Requested Funding for Enforceable Obligations (ROPS Detail)</b>	<b>20-21A Total (July - December)</b>	<b>20-21B Total (January - June)</b>	<b>ROPS 20-21 Total</b>
<b>A Enforceable Obligations Funded as Follows (B+C+D)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
B Bond Proceeds	-	-	-
C Reserve Balance	-	-	-
D Other Funds	-	-	-
<b>E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)</b>	<b>\$ 19,560,527</b>	<b>\$ 5,495,405</b>	<b>\$ 25,055,932</b>
F RPTTF	19,390,527	5,325,405	24,715,932
G Administrative RPTTF	170,000	170,000	340,000
<b>H Current Period Enforceable Obligations (A+E)</b>	<b>\$ 19,560,527</b>	<b>\$ 5,495,405</b>	<b>\$ 25,055,932</b>

**Certification of Oversight Board Chairman:**

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

\_\_\_\_\_  
Name Title

/s/ \_\_\_\_\_  
Signature Date



**West Covina**  
**Recognized Obligation Payment Schedule (ROPS 20-21) - ROPS Detail**  
**July 1, 2020 through June 30, 2021**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 20-21 Total	ROPS 20-21A (Jul - Dec)					20-21A Total	ROPS 20-21B (Jan - Jun)					20-21B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
								\$95,810,636		\$25,055,932	\$-	\$-	\$-	\$19,390,527	\$170,000	\$19,560,527	\$-	\$-	\$-	\$5,325,405	\$170,000	\$5,495,405
3	2006 Lease Revenues Bonds	Bond Reimbursement Agreements	09/19/2006	06/01/2036	City of West Covina	Reimburse City for BLD Debt Service	Merg/ Citywide	23,750,341	N	\$1,345,990	-	-	-	415,495	-	\$415,495	-	-	-	930,495	-	\$930,495
6	SERAF 2010 Housing Loan	SERAF/ERAF	02/16/2010	08/01/2022	Housing Successor Agency	Repay SERAF to the housing fund	Merged	1,133,456	N	\$526,130	-	-	-	263,065	-	\$263,065	-	-	-	263,065	-	\$263,065
7	SERAF 2011 Housing Loan	SERAF/ERAF	01/18/2011	08/01/2022	Housing Successor Agency	Repay SERAF to the housing fund	Merged	262,303	N	\$121,756	-	-	-	60,878	-	\$60,878	-	-	-	60,878	-	\$60,878
8	DDA - The Lakes	OPA/DDA/ Construction	06/26/1987	06/30/2038	Stillwater Investment Group	Maintenance for parking structure	Merged	173,000	N	\$173,000	-	-	-	173,000	-	\$173,000	-	-	-	-	-	\$-
9	CFD Tax Increment Pledge	OPA/DDA/ Construction	06/26/1989	09/01/2022	Fashion Plaza CFD	Tax Increment pledged to CFD	Merged	1,800,000	N	\$1,800,000	-	-	-	-	-	\$-	-	-	-	1,800,000	-	\$1,800,000
10	CSS - CFD	Remediation	10/19/2004	10/19/2054	Coastal Sage Scurb CFD	CFD Assessment	Merged	80,000	N	\$80,000	-	-	-	40,000	-	\$40,000	-	-	-	40,000	-	\$40,000
11	Repay County Loan	Third-Party Loans	06/19/1990	08/20/2021	County of Los Angeles	Repay Loan of Deferred Tax Increment	Merged	1,202,573	N	\$1,202,573	-	-	-	1,202,573	-	\$1,202,573	-	-	-	-	-	\$-
12	SA Administrative Budget	Admin Costs	01/01/2014	06/30/2018	SA staff, Various	Administration for both project areas	Merged	340,000	N	\$340,000	-	-	-	-	170,000	\$170,000	-	-	-	-	170,000	\$170,000
13	City Cooperative Agreement	City/County Loan (Prior 06/28/11), Other	02/15/2011	06/30/2018	City of West Covina	Reimbursement of advanced SA expenses	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
19	AB 1484 Auditing Fees	Dissolution Audits	09/10/2012	06/30/2018	Rogers, Anderson, Malody & Scott, LLP	AB 1484 Auditing Fees	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
20	Oversight Board Legal Services	Legal	10/04/2012	06/30/2018	Harper & Burns	Oversight Board Legal Services	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
21	Successor Agency Legal Services	Legal	06/30/2016	06/30/2018	Jones & Mayer	Successor Agency Legal Services	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
23	City Note - Administration	City/County Loan (Prior 06/28/11), Other	08/09/1971	06/30/2025	City of West Covina	Repay City for admin & construction	Merged	7,281,414	N	\$728,142	-	-	-	728,142	-	\$728,142	-	-	-	-	-	\$-



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 20-21 Total	ROPS 20-21A (Jul - Dec)					20-21A Total	ROPS 20-21B (Jan - Jun)					20-21B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
24	City Note - CIP	City/County Loan (Prior 06/28/11), Other	02/28/1972	06/30/2025	City of West Covina	Repay City for capital projects	Merged	7,281,414	N	\$728,142	-	-	-	728,142	-	\$728,142	-	-	-	-	-	\$-
25	City Note Revolving	City/County Loan (Prior 06/28/11), Other	12/16/1985	06/30/2025	City of West Covina	Repay City for revolving credit	Merged	7,281,414	N	\$728,142	-	-	-	728,142	-	\$728,142	-	-	-	-	-	\$-
26	Sales Tax Reimbursement	Bond Reimbursement Agreements	07/25/2005	06/30/2025	City of West Covina	Reimburse City for CFD Sales Tax	Merged	7,050,992	N	\$611,890	-	-	-	611,890	-	\$611,890	-	-	-	-	-	\$-
28	1996 CFD Refunding Bonds	Bonds Issued On or Before 12/31/10	07/01/1996	09/01/2022	US Bank	Fund Fashion Plaza Improvements	Merged	13,907,750	N	\$4,384,650	-	-	-	4,115,850	-	\$4,115,850	-	-	-	268,800	-	\$268,800
30	OPA - CFD	OPA/DDA/Construction	06/26/1989	09/01/2022	Starwood	CFD admin and developer repayment	Merged	450,000	N	\$450,000	-	-	-	450,000	-	\$450,000	-	-	-	-	-	\$-
45	1998 - 2006 Bonds	Fees	04/01/1998	09/01/2030	US Bank/BNY	Bond Fiscal Agent & Liquity Prov Fees	Merged	28,200	N	\$28,200	-	-	-	20,200	-	\$20,200	-	-	-	8,000	-	\$8,000
50	Unfunded Pension Liabilities	Unfunded Liabilities	07/01/1966	06/30/2026	CalPERS	Payment for unfunded pension obligations	Merged	1,073,575	N	\$1,073,575	-	-	-	1,073,575	-	\$1,073,575	-	-	-	-	-	\$-
51	Retirement Benefits	Unfunded Liabilities	09/19/2001	06/30/2034	Former employees	Payment for retirement obligations - OPEB	Merged	1,117,731	N	\$1,117,731	-	-	-	1,117,731	-	\$1,117,731	-	-	-	-	-	\$-
54	Contractual Services ROPS	Professional Services	03/06/2013	06/30/2018	Gonsalves and Sons	Consultant for ROPS and property management plan	Merged	30,000	N	\$30,000	-	-	-	15,000	-	\$15,000	-	-	-	15,000	-	\$15,000
55	BKK Landfill Closure Agreements	Remediation	04/17/2001	06/30/2018	Various	Landfill closure mitigation to approved recreation use	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
57	Public Notices	Property Dispositions	07/01/2016	06/30/2018	SGV Newspaper	Notices of Proposed Property Transfer	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
60	Special Assessments on RDA-owned parcels	Project Management Costs	01/01/2014	06/30/2018	City of West Covina	Citywide Lighting & Landscape Maint District #2	Merged	12,000	N	\$12,000	-	-	-	6,000	-	\$6,000	-	-	-	6,000	-	\$6,000
67	Project Administrative	Project Management	09/27/2011	06/30/2018	Various	Project specific related costs	Merged	32,000	N	\$32,000	-	-	-	16,000	-	\$16,000	-	-	-	16,000	-	\$16,000



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 20-21 Total	ROPS 20-21A (Jul - Dec)					20-21A Total	ROPS 20-21B (Jan - Jun)					20-21B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
	Costs	Costs				for environmental land use consulting for BKK Landfill																
73	Loan Agreement	Unfunded Liabilities	09/16/2014	06/30/2018	City of West Covina	Reimbursement of advanced SA expenses	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
74	Cooperative Agreement	Unfunded Liabilities	09/16/2014	06/30/2018	City of West Covina	Reimbursement of advanced SA expenses	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
76	Loan Agreement	Unfunded Liabilities	09/16/2014	06/30/2018	City of West Covina	Reimbursement of advanced SA expenses (legal expenses)	Merged	1,226,433	N	\$1,226,433	-	-	-	1,226,433	-	\$1,226,433	-	-	-	-	-	\$-
77	Housing Successor Admin	Housing Entity Admin Cost	07/01/2015	06/30/2018	Housing Successor Agency	AB 471 - Housing Admin	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
89	Project Administrative Costs	Project Management Costs	01/01/2016	06/30/2018	City of West Covina	Project management costs related to the disposition of BKK Properties	Merged	35,947	N	\$35,947	-	-	-	17,974	-	\$17,974	-	-	-	17,973	-	\$17,973
91	ROPS Preparation	Admin Costs	01/01/2016	06/30/2018	Various	Preparation of ROPS for SA	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
101	Loan Agreement	Unfunded Liabilities	02/01/2012	06/30/2018	City of West Covina	Loan Agreement for the repayment of ROPS approved items that exceeded budgeted amounts	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
106	Financing Agreement	City/County Loan (Prior 06/28/11), Cash exchange	05/02/2000	12/31/2021	City of West Covina	line of credit in the amount of \$5.6 million . The purpose was to bridge shortfalls in RDA revenues.		2,831,397	N	\$2,742,187	-	-	-	2,742,187	-	\$2,742,187	-	-	-	-	-	\$-
117	Bond Disclosure	Fees	07/01/2015	06/30/2018	Various	Bond Disclosure costs		5,000	N	\$5,000	-	-	-	-	-	\$-	-	-	-	5,000	-	\$5,000
119	Interim Arbitrage	Fees	07/01/2015	06/30/2018	Various	Interim Arbitrage		3,000	N	\$3,000	-	-	-	-	-	\$-	-	-	-	3,000	-	\$3,000



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 20-21 Total	ROPS 20-21A (Jul - Dec)					20-21A Total	ROPS 20-21B (Jan - Jun)					20-21B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
	Report					Report																
134	BKK License Agreement	Property Maintenance	01/01/2017	06/30/2018	Various	Retention Basin Emergency Repairs		-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
135	LRPMP Disposition Costs	Property Dispositions	07/01/2017	06/30/2018	Various	BKK Property		-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
136	1999 Tax Allocation Bonds	Reserves	11/01/1999	11/01/2029	US Bank	Fund capital projects in Merged Area		-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
140	2017 Tax Allocation Refunding Bonds	Refunding Bonds Issued After 6/27/12	02/07/2017	09/01/2030	US Bank	Refund items # 1, 2, 4 & 5		13,782,446	N	\$1,891,194	-	-	-	-	-	\$-	-	-	-	1,891,194	-	\$1,891,194
141	2017 Tax Allocation Refunding Bonds	Fees	02/07/2017	09/01/2030	US Bank	Trustee Fees		2,000	N	\$2,000	-	-	-	2,000	-	\$2,000	-	-	-	-	-	\$-
142	Repay County Loan	Third-Party Loans	06/19/1990	08/20/2021	County of Los Angeles	Repay Loan of Deferred Tax Increment- was classified as Other Funds instead of RPTTF on FY18-19ROPS		1,880,270	N	\$1,880,270	-	-	-	1,880,270	-	\$1,880,270	-	-	-	-	-	\$-
143	Repay County Loan	Third-Party Loans	06/19/1990	08/20/2021	County of Los Angeles	Repay Loan of Deferred Tax Increment- was classified as Other Funds instead of RPTTF on FY17-18ROPS		1,755,980	N	\$1,755,980	-	-	-	1,755,980	-	\$1,755,980	-	-	-	-	-	\$-



**West Covina**  
**Recognized Obligation Payment Schedule (ROPS 20-21) - Report of Cash Balances**  
**July 1, 2017 through June 30, 2018**  
 (Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation.							
A	B	C	D	E	F	G	H
	ROPS 17-18 Cash Balances (07/01/17 - 06/30/18)	Fund Sources					Comments
		Bond Proceeds		Reserve Balance	Other Funds	RPTTF	
		Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS RPTTF and Reserve Balances retained for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	
1	<b>Beginning Available Cash Balance (Actual 07/01/17)</b> RPTTF amount should exclude "A" period distribution amount.					9,001,187	
2	<b>Revenue/Income (Actual 06/30/18)</b> RPTTF amount should tie to the ROPS 17-18 total distribution from the County Auditor-Controller					5,124,949	
3	<b>Expenditures for ROPS 17-18 Enforceable Obligations (Actual 06/30/18)</b>					10,408,857	
4	<b>Retention of Available Cash Balance (Actual 06/30/18)</b> RPTTF amount retained should only include the amounts distributed as reserve for future period(s)					1,976,757	
5	<b>ROPS 17-18 RPTTF Prior Period Adjustment</b> RPTTF amount should tie to the Agency's ROPS 17-18 PPA form submitted to the CAC		No entry required			698,566	
6	<b>Ending Actual Available Cash Balance (06/30/18)</b> C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$-	\$-	\$-	\$-	\$1,041,956	

**West Covina**  
**Recognized Obligation Payment Schedule (ROPS 20-21) - Notes**  
**July 1, 2020 through June 30, 2021**

Item #	Notes/Comments
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11	This item was denied previously on the ROPS 19-20. DOF's reasoning is that the County Auditor-Controller is required to make the required pass-through payments per Health & Safety Code section 34183 (a) (1). This was not done and the City received a bill from the County and paid this amount from the General Fund. The City can provide copies of the checks issued for the payment upon request.
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142	This amount was requested previously and denied by DOF on the basis that the auditor controller should make pass through payments per H&S Code34183 (a) (1). The City was billed by the County and paid this amount from General Fund Check Number 702071. Copies of the documentation of City payment can be provided upon request.
143	This amount was requested previously and denied by DOF on the basis that the auditor controller should make pass through payments per H&S Code34183 (a) (1). The City was billed by the County and paid this amount from General Fund Check Number 296095. Copies of the documentation of City payment can be provided upon request.

SUCCESSOR AGENCY TO THE FORMER WEST COVINA REDEVELOPMENT AGENCY  
ADMINISTRATIVE BUDGET  
July 1, 2020 to June 30, 2021

	<u>Annual Amount</u>	<u>July - Dec 2020</u>	<u>Jan - June 2021</u>
Salaries & Benefits	\$ 190,000	\$ 95,000	\$ 95,000
Maintenance & Operations			
Consultants	37,100	21,050	16,050
Legal Fees	40,000	20,000	20,000
Phone	2,000	1,000	1,000
Cell Phone	1,000	500	500
Supplies	7,300	3,650	3,650
Meetings	5,000	2,500	2,500
Overhead	52,600	26,300	26,300
Liability Insurance	<u>5,000</u>	<u>2,500</u>	<u>2,500</u>
Subtotal	150,000	77,500	72,500
Total Budget	<u>\$ 340,000</u>	<u>\$ 172,500</u>	<u>\$ 167,500</u>



## AGENDA STAFF REPORT

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City of West Covina | Office of the City Manager

**DATE:** January 7, 2020

**TO:** Mayor and City Council

**FROM:** David Carmany  
City Manager

**SUBJECT: CONSIDERATION OF PURCHASE ORDER FOR SIEMENS INDUSTRY FOR  
EMERGENCY REPAIRS**

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### RECOMMENDATION:

It is recommended that the City Council approve a purchase order in the amount of \$72,683.77 for past due invoices for repairs performed under emergency provision.

### BACKGROUND:

The City uses Siemens Industry Inc. for all the needed emergency repairs for street lights and traffic signals when accidents/hazards occur. It is important to get the repairs done timely to protect the safety of all residents.

### DISCUSSION:

Staff has received information from Siemens that eleven invoices which were unprocessed since 2017 and became past due require immediate attention. The situation which led to these late payments has been addressed by new city manager.

**Prepared by:** Mark Baxter, Purchasing Manager

**Additional Approval:** Robbeyn Bird, CPA, Interim Finance Director

**Additional Approval:** Helen Tran, Human Resources Director

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### Fiscal Impact

#### FISCAL IMPACT:

The invoices will be paid from the Self Insurance General/Auto Liability fund 361.

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**CITY COUNCIL GOALS & OBJECTIVES:** Achieve Fiscal Sustainability and Financial Stability



## AGENDA STAFF REPORT

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City of West Covina | Office of the City Manager

**DATE:** January 7, 2020

**TO:** Mayor and City Council

**FROM:** David Carmany  
City Manager

**SUBJECT: CONSIDERATION OF RESOLUTION AMENDING THE SALARY SCHEDULE FOR FULL-TIME CLASSIFICATIONS FOR CITY OF WEST COVINA FOR FISCAL YEAR 2019-20**

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### RECOMMENDATION:

It is recommended that the City Council adopt the following resolution:

**RESOLUTION NO. 2020-02 - A RESOLUTION OF THE WEST COVINA CITY COUNCIL APPROVING AN AMENDED SALARY SCHEDULE FOR FULL-TIME CLASSIFICATIONS OF THE CITY OF WEST COVINA FOR FISCAL YEAR 2019-20**

### BACKGROUND:

Many municipalities in California are members of the California Public Employees Retirement System (CalPERS) and pay into the system at rates that are adjusted annually. Government Code sections 20636, 20636.1, 7522.34(a) and corresponding sections of the California Code of Regulations (CCR) 570.5 require that all CalPERS employers maintain their compensation levels in a publicly available document, approved and adopted by the governing body.

### DISCUSSION:

The proposed amended salary schedules reflects salary adjustments for full-time classifications due to recent approved employee agreements and recommended salary range adjustment for the Director of Finance classification from range DH040, \$10,770 - \$14,540 per month to DH040, \$11,583.00 - \$15,647 per month.

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### Fiscal Impact

#### FISCAL IMPACT:

The proposed salary adjustments reflect moving the Police and Fire series and the Finance Director classification to market comparables at a cost of \$1,120,901 for fiscal year 2019-2020.

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## **Attachments**

ATTACHMENT NO. 2 - FULL-TIME SALARY SCHEDULE

ATTACHMENT 1 - Full Time Salary Schedule Resolution

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**CITY COUNCIL GOALS & OBJECTIVES:** Achieve Fiscal Sustainability and Financial Stability  
Enhance Public Safety

## CITY OF WEST COVINA

## FULL-TIME SALARY SCHEDULE

Revised January 7, 2020

Effective the payroll period beginning on or after January 12, 2020

POSITION TITLE	BARGAINING UNIT	GRADE	MONTHLY PAY RANGE				
			STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Account Clerk	General Employees	GN060	\$3,023	\$3,175	\$3,333	\$3,500	\$3,675
Accountant	Confidential Employees	CE160	\$4,325	-	-	-	\$5,838
Accounting Manager	Mid-Management	MM025	\$6,190	-	-	-	\$8,358
Accounting Technician	Confidential Employees	CE450	\$3,278	-	-	-	\$4,424
Administrative Aide	Confidential Employees	CE226	\$3,419	-	-	-	\$4,615
Administrative Assistant I	General Employees	GN090	\$3,222	\$3,383	\$3,552	\$3,730	\$3,917
Administrative Assistant II	Confidential Employees	CE105	\$3,216	-	-	-	\$4,338
Administrative Services Manager	Mid-Management	MM045	\$7,036	-	-	-	\$9,499
Administrative Technician	General Employees	GN045	\$3,023	\$3,175	\$3,333	\$3,500	\$3,675
Assistant City Clerk	Department Heads	DH310	\$7,332	-	-	-	\$9,898
Assistant City Engineer	Mid-Management	MM520	\$8,321	-	-	-	\$10,469
Assistant City Manager	Department Heads	DH250	\$11,273	-	-	-	\$15,215
Assistant Finance Director	Mid-Management	MM455	\$7,036	-	-	-	\$9,499
Assistant Fire Chief	Fire Management Assoc.	FM275	\$8,829	-	-	-	\$11,923
Assistant to the City Manager	Mid-Management	MM132	\$6,458	-	-	-	\$8,719
Building Inspector	General Employees	GN250	\$4,452	\$4,674	\$4,908	\$5,154	\$5,411
Building Maintenance Leadworker	Maintenance & Crafts	MT200	\$4,112	\$4,317	\$4,533	\$4,760	\$4,998
Building Official	Mid-Management	MM500	\$7,618	-	-	-	\$10,285
Building/Engineering Permit Technician	General Employees	GN165	\$3,535	\$3,712	\$3,898	\$4,093	\$4,297
Business License Inspector	General Employees	GN170	\$3,519	\$3,695	\$3,879	\$4,073	\$4,277
City Manager	Department Heads	DH160	\$17,667	-	-	-	-
Civil Engineering Assistant	General Employees	GN290	\$4,909	\$5,154	\$5,412	\$5,682	\$5,966
Civil Engineering Associate	Mid-Management	MM110	\$5,201	-	-	-	\$7,022
Code Enforcement Manager	Mid-Management	MM308	\$6,986	-	-	-	\$9,462
Code Enforcement Officer	General Employees	GN210	\$4,037	\$4,239	\$4,451	\$4,673	\$4,907
Code Enforcement Supervisor	Mid-Management	MM465	\$4,961	-	-	-	\$6,697
Communications Manager	Mid-Management	MM461	\$5,767	-	-	-	\$7,690
Communications Supervisor	Mid-Management	MM460	\$4,798	-	-	-	\$6,480
Communications Technician	General Employees	GN335	\$5,061	\$5,314	\$5,579	\$5,858	\$6,151
Community Development Director	Department Heads	DH120	\$10,494	-	-	-	\$14,167
Community Enhancement Coordinator	General Employees	GN211	\$5,008	\$5,259	\$5,522	\$5,798	\$6,088
Community Services Coordinator	General Employees	GN315	\$4,198	\$4,408	\$4,628	\$4,860	\$5,103
Community Services Director	Department Heads	DH020	\$9,415	-	-	-	\$12,710

## CITY OF WEST COVINA

## FULL-TIME SALARY SCHEDULE

Revised January 7, 2020

Effective the payroll period beginning on or after January 12, 2020

POSITION TITLE	BARGAINING UNIT	GRADE	MONTHLY PAY RANGE				
			STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Community Services Manager	Mid-Management	MM300	\$5,766	-	-	-	\$7,784
Community Services Officer	Non-Sworn Public Safety	NS160	\$3,256	\$3,419	\$3,589	\$3,770	\$3,959
Community Television Producer	Confidential Employees	CE270	\$3,906	-	-	-	\$5,271
Community Television Production Asst.	General Employees	GN185	\$3,277	\$3,441	\$3,613	\$3,794	\$3,984
Computer Services Technician	General Employees	GN200	\$4,085	\$4,289	\$4,503	\$4,728	\$4,965
Computer Systems Administrator	Mid-Management	MM490	\$6,244	-	-	-	\$8,429
Construction Coordinator	General Employees	GN310	\$5,325	\$5,591	\$5,871	\$6,164	\$6,472
Contract Coordinator	General Employees	GN320	\$4,279	\$4,493	\$4,718	\$4,954	\$5,201
Court Liaison Officer	General Employees	CRTLIA	\$3,442	\$3,614	\$3,794	\$3,984	\$4,183
Criminal Justice Research Analyst I	Confidential Employees	CE156	\$4,241	-	-	-	\$5,725
Criminal Justice Research Analyst II	Confidential Employees	CE157	\$5,154	-	-	-	\$6,442
Departmental Aide	Confidential Employees	CE532	\$3,718	-	-	-	\$5,324
Deputy Building Official	Mid-Management	MM514	\$6,598	-	-	-	\$8,910
Deputy City Clerk	Confidential Employees	CE430	\$4,114	-	-	-	\$5,554
Deputy City Manager	Department Heads	DH260	\$8,140	-	-	-	\$10,989
Deputy Fire Marshal	Mid-Management	MM133	\$5,510	-	-	-	\$6,697
Economic Development / HSG	Mid-Management	MM040	\$6,985	-	-	-	\$9,431
Economic Development Project Coordinator	Mid-Management	MM134	\$5,251	-	-	-	\$7,089
Economic Development Specialist	General Employees	GN035	\$4,102	\$4,307	\$4,523	\$4,749	\$4,986
Electrician I	Maintenance & Crafts	MT210	\$3,384	\$3,554	\$3,731	\$3,918	\$4,114
Electrician II	Maintenance & Crafts	MT090	\$4,210	\$4,421	\$4,642	\$4,874	\$5,118
Electrician Leadworker	Maintenance & Crafts	MT120	\$4,664	\$4,897	\$5,142	\$5,399	\$5,669
Engineering Technician	General Employees	GN260	\$4,369	\$4,587	\$4,816	\$5,057	\$5,310
Equipment Maintenance Supervisor	Mid-Management	MM120	\$5,046	-	-	-	\$6,810
Equipment Mechanic I	Maintenance & Crafts	MT030	\$3,295	\$3,460	\$3,633	\$3,814	\$4,005
Equipment Mechanic II	Maintenance & Crafts	MT080	\$3,892	\$4,087	\$4,291	\$4,506	\$4,731
Equipment Mechanic Leadworker	Maintenance & Crafts	MT130	\$4,406	\$4,626	\$4,858	\$5,101	\$5,356
Equipment Operator	Maintenance & Crafts	MT060	\$3,787	\$3,976	\$4,175	\$4,384	\$4,603
Executive Assistant to City Manager	Confidential Employees	CE355	\$3,955	-	-	-	\$5,337
<del>Finance &amp; Administrative Services Director-DELETE</del>	<del>Department Heads</del>	<del>DH041</del>	<del>\$10,754</del>	<del>-</del>	<del>-</del>	<del>-</del>	<del>\$14,518</del>
Finance Director	Department Heads	DH040	\$11,583	-	-	-	\$15,637
Fire Captain	Firefighters Association	FR030	\$8,358	\$8,776	\$9,215	\$9,676	\$10,160
Fire Chief	Department Heads	DH180	\$12,641	-	-	-	\$17,066

## CITY OF WEST COVINA

## FULL-TIME SALARY SCHEDULE

Revised January 7, 2020

Effective the payroll period beginning on or after January 12, 2020

POSITION TITLE	BARGAINING UNIT	GRADE	MONTHLY PAY RANGE				
			STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
<b>Fire Engineer</b>	<b>Firefighters Association</b>	<b>FR020</b>	<b>\$7,148</b>	<b>\$7,506</b>	<b>\$7,881</b>	<b>\$8,275</b>	<b>\$8,689</b>
Fire Marshal	Mid-Management	MM135	\$6,459	-	-	-	\$8,719
Fire Protection Specialist	General Employees	GN365	\$4,452	\$4,674	\$4,908	\$5,154	\$5,411
<b>Firefighter</b>	<b>Firefighters Association</b>	<b>FR010</b>	<b>\$6,133</b>	<b>\$6,440</b>	<b>\$6,762</b>	<b>\$7,100</b>	<b>\$7,455</b>
<b>Firefighter Paramedic</b>	<b>Firefighters Association</b>	<b>FR020</b>	<b>\$7,148</b>	<b>\$7,506</b>	<b>\$7,881</b>	<b>\$8,275</b>	<b>\$8,689</b>
Fleet Services Coordinator	General Employees	GN330	\$4,881	\$5,125	\$5,381	\$5,650	\$5,933
Forensic Specialist	Non-Sworn Public Safety	NS003	\$4,263	\$4,492	\$4,722	\$4,952	\$5,182
Head Cook	General Employees	GN350	\$3,595	\$3,774	\$3,963	\$4,161	\$4,369
Housing Program Coordinator	General Employees	GN245	\$5,097	\$5,352	\$5,619	\$5,900	\$6,195
Human Resources Analyst I	Mid-Management	MM304	\$4,589	-	-	-	\$6,198
Human Resources Analyst II	Mid-Management	MM305	\$5,018	-	-	-	\$6,774
Human Resources & Risk Management Director	Department Heads	DH070	\$9,160	-	-	-	\$12,366
Human Resources Manager	Mid-Management	MM306	\$6,986	-	-	-	\$9,462
Human Resources Technician	Confidential Employees	CE415	\$3,474	-	-	-	\$4,688
Information Technology Analyst I	Mid-Management	MM492	\$5,244	-	-	-	\$7,023
Information Technology Analyst II	Mid-Management	MM493	\$7,023	-	-	-	\$7,724
Information Technology Manager	Mid-Management	MM491	\$7,680	-	-	-	\$9,705
Jailer	Non-Sworn Public Safety	NS130	\$3,390	\$3,563	\$3,739	\$3,928	\$4,123
Lead Jailer	Non-Sworn Public Safety	NS131	\$3,731	\$3,932	\$4,133	\$4,334	\$4,535
Maintenance Leadworker	Maintenance & Crafts	MT100	\$3,991	\$4,191	\$4,400	\$4,620	\$4,851
Maintenance Services Supervisor	Mid-Management	MM350	\$5,556	-	-	-	\$7,500
Maintenance Worker I	Maintenance & Crafts	MT010	\$3,041	\$3,193	\$3,353	\$3,520	\$3,696
Maintenance Worker II	Maintenance & Crafts	MT020	\$3,192	\$3,352	\$3,519	\$3,695	\$3,880
Maintenance Worker III	Maintenance & Crafts	MT040	\$3,350	\$3,518	\$3,693	\$3,878	\$4,072
Management Analyst I	Mid-Management	MM320	\$4,217	-	-	-	\$5,691
Management Analyst II	Mid-Management	MM130	\$5,251	-	-	-	\$7,089
Office Assistant I	General Employees	GN010	\$2,360	\$2,478	\$2,601	\$2,732	\$2,868
Office Assistant II	General Employees	GN030	\$2,704	\$2,839	\$2,981	\$3,130	\$3,287
Park Maintenance Supervisor	Mid-Management	MM530	\$4,990	-	-	-	\$6,737
Parking Enforcement Officer	General Employees	GN080	\$3,014	\$3,165	\$3,323	\$3,489	\$3,664
Plan Check Engineer	Mid-Management	MM055	\$6,911	-	-	-	\$9,329
Planning Aide	General Employees	GN175	\$3,332	\$3,499	\$3,674	\$3,858	\$4,051
Planning Assistant	General Employees	GN270	\$4,485	\$4,709	\$4,945	\$5,192	\$5,452

## CITY OF WEST COVINA

## FULL-TIME SALARY SCHEDULE

Revised January 7, 2020

Effective the payroll period beginning on or after January 12, 2020

POSITION TITLE	BARGAINING UNIT	GRADE	MONTHLY PAY RANGE				
			STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Planning Associate	General Employees	GN280	\$4,807	\$5,047	\$5,299	\$5,564	\$5,843
Planning Director	Department Heads	DH090	\$9,024	-	-	-	\$12,183
Planning Manager	Mid-Management	MM020	\$7,407	-	-	-	\$10,000
Police Administrative Services Manager	Mid-Management	MM131	\$6,197	-	-	-	\$8,365
Police Captain	Police Management Assoc.	PM350	\$14,594	-	-	-	\$16,783
Police Chief	Department Heads	DH075	\$14,307	-	-	-	\$18,027
<b>Police Corporal</b>	<b>Police Officers Association</b>	<b>PD020</b>	<b>\$7,494</b>	<b>\$7,869</b>	<b>\$8,262</b>	<b>\$8,675</b>	<b>\$9,109</b>
Police Lieutenant	Police Management Assoc.	PM475	\$13,750	\$14,667	\$15,667	N/A	N/A
<b>Police Officer</b>	<b>Police Officers Association</b>	<b>PD010</b>	<b>\$6,955</b>	<b>\$7,303</b>	<b>\$7,668</b>	<b>\$8,051</b>	<b>\$8,454</b>
Police Officer Recruit	General Employees	GN230	\$4,066	\$4,269	\$4,483	\$4,707	\$4,942
Police Records Specialist I	Non-Sworn Public Safety	NS070	\$2,828	\$2,972	\$3,119	\$3,275	\$3,439
Police Records Specialist II	Non-Sworn Public Safety	NS110	\$3,033	\$3,185	\$3,345	\$3,513	\$3,687
Police Records Supervisor	Mid-Management	MM060	\$4,953	-	-	-	\$6,685
<b>Police Sergeant</b>	<b>Police Officers Association</b>	<b>PD030</b>	<b>\$8,674</b>	<b>\$9,108</b>	<b>\$9,563</b>	<b>\$10,042</b>	<b>\$10,544</b>
Principal Engineer	Mid-Management	MM515	\$6,911	-	-	-	\$9,329
Principal Planner	Mid-Management	MM265	\$6,229	-	-	-	\$8,410
Programmer Analyst I	Confidential Employees	CE215	\$5,533	-	-	-	\$7,467
Public Safety Dispatcher	Non-Sworn Public Safety	NS001	\$4,352	\$4,569	\$4,798	\$5,038	\$5,289
Public Services Manager	Mid-Management	MM035	\$6,452	-	-	-	\$8,710
Public Services Superintendent	Mid-Management	MM302	\$7,593	-	-	-	\$10,250
Public Works Director	Department Heads	DH060	\$11,018	-	-	-	\$14,875
Public Works Project Supervisor	Mid-Management	MM580	\$6,911	-	-	-	\$9,329
Public Works Superintendent	Mid-Management	MM185	\$6,588	-	-	-	\$8,893
Purchasing Manager	Mid-Management	MM225	\$5,518	-	-	-	\$7,450
Recreation Services Supervisor	Mid-Management	MM030	\$4,664	-	-	-	\$6,297
Recreation Superintendent	Mid-Management	MM301	\$5,653	-	-	-	\$7,632
Revenue Manager	Mid-Management	MM540	\$6,986	-	-	-	\$9,462
Revenue Services Supervisor	Confidential Employees	CE535	\$4,558	-	-	-	\$6,153
Safety & Claims Manager	Mid-Management	MM191	\$5,288	-	-	-	\$7,139
Senior Account Clerk	General Employees	GN120	\$3,271	\$3,435	\$3,606	\$3,787	\$3,976
Senior Accountant	Confidential Employees	CE170	\$5,406	-	-	-	\$7,298
Senior Administrative Assistant	Confidential Employees	CE410	\$3,474	-	-	-	\$4,688
Senior Citizens Program Coordinator	General Employees	GN360	\$4,085	\$4,289	\$4,503	\$4,728	\$4,965

## CITY OF WEST COVINA

### FULL-TIME SALARY SCHEDULE

**Revised January 7, 2020**

**Effective the payroll period beginning on or after January 12, 2020**

POSITION TITLE	BARGAINING UNIT	GRADE	MONTHLY PAY RANGE				
			STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Senior Citizen's Services Supervisor	Mid-Management	MM390	\$4,664	-	-	-	\$6,297
Senior Communications Operator	Non-Sworn Public Safety	NS002	\$4,874	\$5,118	\$5,374	\$5,642	\$5,923
Senior Communications Technician	General Employees	GN240	\$5,777	\$6,066	\$6,370	\$6,688	\$7,022
Senior Maintenance Worker	Maintenance & Crafts	MT050	\$3,413	\$3,583	\$3,762	\$3,950	\$4,148
Senior Planner	Mid-Management	MM020	\$5,428	-	-	-	\$7,328
Senior Software Developer	Mid-Management	MM315	\$6,244	-	-	-	\$8,430
Sign Painter	Maintenance & Crafts	MT070	\$3,566	\$3,745	\$3,932	\$4,129	\$4,335
Software Developer	Confidential Employees	CE210	\$4,993	-	-	-	\$6,740
Software Development Manager	Mid-Management	MM310	\$7,181	-	-	-	\$9,694
Street Maintenance Supervisor	Mid-Management	MM345	\$5,084	-	-	-	\$6,864
Street Section Coordinator	General Employees	GN312	\$4,677	\$4,910	\$5,156	\$5,414	\$5,684
Superintendent of Maintenance Ops	Mid-Management	MM188	\$6,332	-	-	-	\$8,548
Telecommunications Coordinator	Mid-Management	MM462	\$4,798	-	-	-	\$6,480
User Support Specialist	Confidential Employees	CE310	\$4,534	-	-	-	\$6,121
Victim Advocate	General Employees	GN140	\$3,396	\$3,566	\$3,744	\$3,931	\$4,128

- 1) Revised on June 19, 2018 by Resolutions 2018-87 thru 2018-91 (Successor MOU's w/ CEA, GEA, MCEA, and MMEA)
- 2) Revised on October 2, 2018 by Resolution 2018-124 (Reorganization and consolidation of Public Works, Planning, and Community Services Departments)
- 3) Revised on February 5, 2019 by Resolution 2019-09 (Dispatch Salary Adjustments), effective March 9, 2019.
- 4) Revised on November 5, 2019 by Resolution 2019-87 (Code Enforcement Manager), effective November 5, 2019.
- 5) Revised on January 7, 2020 by Resolution 2019-586 (Salary Adjustments to Finance Director, Fire Captain, Fire Engineer, Firefighter, Firefighter/Paramedic, Police Officer, Police Corporal and Police Sergeant and delete Finance and Administrative Services Director).**

**ATTACHMENT NO. 1**

**RESOLUTION NO. 2020-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF WEST COVINA, CALIFORNIA, AMENDING THE  
SALARY SCHEDULE FOR FULL-TIME  
CLASSIFICATIONS OF THE CITY OF WEST COVINA FOR  
FISCAL YEAR 2019/2020**

**WHEREAS**, Section 2-205 of the City of West Covina's ("City") Municipal Code provides that the compensation of employee shall be fixed as set forth in this Code or by resolution of the City Council; and

**WHEREAS**, on October 15, 2019, the City of West Covina approved the Police Officers' Association Side Letter of the Memorandum of Understanding, which provides increases to the salaries of the members of the Police Officers' Association effective January 1, 2020; and

**WHEREAS**, on November 5, 2019, the City of West Covina approved the Firefighters' Association Side Letter of the Memorandum of Understanding, which provides increases to the salaries of the members of the Firefighters' Association effective January 1, 2020; and

**WHEREAS**, there is a need to adjust the Finance Director's salary range from Range DH040, \$10,770 - \$14,540 per month to DH040, \$11,583 - \$15,647 per month; and

**WHEREAS**, Public agencies report payrates to CalPERS. Government Code sections 20636, 20636.1, 7522.34 (a) and corresponding sections of the California Code of Regulations (CCR) 570.5 which require that all CalPERS employers maintain their compensation levels in a publicly available document, approved and adopted by the governing body; and

**WHEREAS**, the proposed salary adjustments reflect moving the Police and Fire series and the Finance Director classification to market comparables at a cost of \$1,120,901 for fiscal year 2019-2020.

**WHEREAS**, the adopted budget for Fiscal year 2019-2020 includes sufficient funding to support this amended salary schedule for full-time classifications of the City of West Covina.

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

**SECTION 1.** The above recitals are true and correct and are incorporated herein by this reference.

**SECTION 2.** The full-time classifications, attached hereto and incorporated herein as Exhibit "A", are approved, and employees shall be paid in accordance with the salary schedule

**SECTION 3.** Resolution No. 2019-87 is hereby repealed.

**SECTION 5.** 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 7<sup>th</sup> day of January 2020.

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Tony Wu  
Mayor

**APPROVED AS FORM**

**ATTEST**

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Thomas P. Duarte  
City Attorney

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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 was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof held on the 7<sup>th</sup> day of January, 2020, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Lisa Sherrick  
Assistant City Clerk





## AGENDA STAFF REPORT

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City of West Covina | Office of the City Manager

**DATE:** January 7, 2020

**TO:** Mayor and City Council

**FROM:** David Carmany  
City Manager

**SUBJECT:** **CONSIDERATION OF GOVERNMENT TORT CLAIMS**

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### RECOMMENDATION:

It is recommended that the City Council deny the following Government Tort Claims and the claimants to be notified:

1. Edith Magana-Mendez vs. City of West Covina

### BACKGROUND:

The Tort Claims Act governs the filing of claims against a government entity. The Tort Claims Act is found in Division 3.6 of the California Government Code, Govt. Code §§ 810 et seq. Typically, one must first give written notice within six (6) months of the injury or discovery of the injury before filing an actual lawsuit in a California superior court, giving the governmental agency time to settle the claim.

### DISCUSSION:

As all claims should be considered potential lawsuits, it is requested that all Councilmembers refrain from making specific public comments so as not to prejudice any claim. Specific questions should be referred to the City Attorney.

**Prepared by:** Helen Tran, Director of HR/Risk Management

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**CITY COUNCIL GOALS & OBJECTIVES:** Achieve Fiscal Sustainability and Financial Stability



## AGENDA STAFF REPORT

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City of West Covina | Office of the City Manager

**DATE:** January 7, 2020

**TO:** Mayor and City Council

**FROM:** David Carmany  
City Manager

**SUBJECT: PUBLIC HEARING TO CONSIDER ADOPTION OF CALIFORNIA BUILDING CODES AS AMENDED BY LOS ANGELES COUNTY AND THE CALIFORNIA FIRE CODE**

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### RECOMMENDATION:

It is recommended that the City Council conduct a public hearing and adopt the following ordinances:

**ORDINANCE NO. 2463 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AMENDING ARTICLES II, IV, V, VI, AND VII OF CHAPTER 7, ADDING ARTICLES XIX, XX, AND XXI TO CHAPTER 7, AMENDING ARTICLE I OF CHAPTER 9 AND ARTICLE II OF CHAPTER 10 OF THE WEST COVINA MUNICIPAL CODE TO ADOPT BY REFERENCE TITLE 26 (BUILDING CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA BUILDING CODE; TITLE 27 (ELECTRICAL CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA ELECTRICAL CODE; TITLE 30 (RESIDENTIAL CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA RESIDENTIAL CODE; TITLE 29 (MECHANICAL CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA MECHANICAL CODE; TITLE 28 (PLUMBING CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA PLUMBING CODE, TITLE 31 (GREEN BUILDING STANDARDS CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE; TITLE 33 (EXISTING BUILDING CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA EXISTING BUILDING CODE; AND MAKING AMENDMENTS THERETO; AND AMENDING ARTICLE II OF CHAPTER 14 OF THE WEST COVINA MUNICIPAL CODE TO REPEAL THE CONSTRUCTION CONTRACTOR LICENSE FEE**

**ORDINANCE NO. 2467 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AMENDING ARTICLE II OF CHAPTER 10 OF THE WEST COVINA MUNICIPAL CODE TO ADOPT BY REFERENCE THE 2019 CALIFORNIA FIRE CODE, WHICH ADOPTS BY REFERENCE THE 2018 INTERNATIONAL FIRE CODE; AND MAKING AMENDMENTS THERETO**

## **BACKGROUND:**

Every three years the State of California updates the model codes related to building and fire safety. Local agencies are required to adopt the State model unless they adopt their own codes, which some larger jurisdictions like the City of Los Angeles do.

The Community Development and Fire Departments are requesting that the City Council adopt the 2019 Edition of the Los Angeles County Building Code, Residential Code, Mechanical Code, Plumbing Code, Electrical Code, Green Building Standards Code, Energy Code, and California Fire Code; hereby collectively referred to as the 2019 California Codes.

In order to ensure that building construction standards remain up-to-date and relevant, the State of California amends and adopts the model codes from the International Code Council (ICC) every three years. The 2019 California Codes represent modifications, additions, and deletions to the model code to reflect existing State laws and statutes. The 2019 California Codes presented to the City Council are the codes adopted by the State with the effective date of January 1, 2020. Because this is an adoption by reference, the first presentation to the City Council was an introduction (December 17, 2019), tonight is the scheduled public hearing. Recall that an urgency ordinance was adopted so that the ordinances were effective on January 1, 2020. The proposed ordinances are Attachment Nos. 1 and 2.

## **DISCUSSION:**

Current State laws provide that the City of West Covina must adopt these codes by reference except that the City may amend the California Codes. Such amendments must be justified as being reasonable and necessary due to local climatic, geologic, and topographic conditions, or for administrative reasons. If the City does not adopt the State codes by January 1, 2020, the 2019 California Codes become effective without any local amendments. The California Codes state that in the event of any differences between State codes and other referenced documents, the text of the California Codes will govern.

Since West Covina has some special local climatic, geologic, and topographic conditions, this adoption cycle involves minimal revisions to the West Covina Municipal Code (WCMC). The Los Angeles County Codes include amendments specific to local climatic, geologic and topographic conditions of our City. They also include many of the local recommendations from the Los Angeles Regional Uniform Code Program (LARUCP) which includes a Los Angeles County group of code professionals who develop specific amendments for this County. Most of the revisions address coordination between the California Code sections and those previously adopted in the WCMC. The amendments also include the carryover of previous City amendments such as fire-retardant roofing, several special grading requirements, and fire sprinkler requirements. Among the effective code amendments in the Los Angeles County codes is an annual cost of living adjustment that will allow the new City code fees to be adjusted annually based on the Consumer Price Index (CPI) published by the US Government Bureau of Labor Statistics.

The following are bullet points of the local amendments that are a continuation or carryover of previous WCMC amendments:

- Administrative changes that relate to the issuance of permits, collection of fees, inspections of buildings, unfinished work, Board of Appeals, safety assessment placards, pool safety, fire sprinklers, roof coverings and other duties. Section titles are renamed to accurately describe the sections.
- Grading code changes address preparation and submittal of engineering reports required inspections and other grading requirements such as minimum width and maximum height separation of terraces, minimum slope of swales, and maximum slope of grading work due to poor soils conditions.
- The changes in the City's Fire Code with the adoption of the new 2019 California Fire Code include the elimination of the previous City amendments which are now contained within the 2019 Fire Code. With the adoption of the 2019 California Fire Code, WCMC Chapter 10 (Fire Prevention and Protection) is being amended to include changes in terminology and the replacement of referenced 2016 California Fire Code Sections in the WCMC with the newly adopted 2019 California Fire Code sections.

The following is a summary of the City's local amendments to the State Building and Fire Codes:

- Accessory Storage Sheds on Residential Properties – has been revised to include a limitation on the height of storage sheds exempt from building permits by the building code. This amendment set the maximum height of storage shed of 120-square feet or smaller at no more than one (1) story and ten (10) feet in height.
- Automatic Fire Sprinklers, One- and Two-Family Dwellings – subsection (4) has been added to reflect the proposed change in fire sprinklers requirements.
- Idle Pallets – is being added to the Fire Code to address and alleviate potential high-hazard fire concerns in commercial and industrial occupancies.
- Existing Buildings – is being amended to address and include the requirement for fire sprinklers in existing one- and two-family dwellings when undergoing major additions/renovations.

Both Fire and Community Development staff have reviewed the proposed ordinances and revisions to the WCMC to ensure consistencies in proper enforcement of the regulations.

This adoption does not include the California Building Codes' schedules of fees as these fees are set separately by resolution of the City Council. The code also includes administrative requirements such as for how long a permit may be valid.

#### **LEGAL REVIEW:**

The City Attorney's Office has reviewed and approved the proposed ordinances as to form.

#### **OPTIONS:**

The City Council has the following options:

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

#### **ENVIRONMENTAL REVIEW:**

The proposal is not subject to the California Environmental Quality Act (CEQA) per Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to activity that results in direct or reasonably foreseeable indirect physical change in the environment and for activity considered to be a project, respectively. The amendment to the West Covina Municipal Code would not result in a physical change as it involves the adoption of Building and Fire Codes which provide for ministerial review.

**Prepared by:** Jeff Anderson, Community Development Director

**Additional Approval:** Vince Capelle, Fire Chief

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#### **Attachments**

Attachment No. 1 - Building Code Ordinance

Attachment No. 2 - Fire Code Ordinance

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

ORDINANCE NO. 2463

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AMENDING ARTICLES II, IV, V, VI, AND VII OF CHAPTER 7, ADDING ARTICLES XIX, XX, AND XXI TO CHAPTER 7, AMENDING ARTICLE I OF CHAPTER 9 AND ARTICLE II OF CHAPTER 10 OF THE WEST COVINA MUNICIPAL CODE TO ADOPT BY REFERENCE TITLE 26 (BUILDING CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA BUILDING CODE; TITLE 27 (ELECTRICAL CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA ELECTRICAL CODE; TITLE 30 (RESIDENTIAL CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA RESIDENTIAL CODE; TITLE 29 (MECHANICAL CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA MECHANICAL CODE; TITLE 28 (PLUMBING CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA PLUMBING CODE, TITLE 31 (GREEN BUILDING STANDARDS CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE; TITLE 33 (EXISTING BUILDING CODE) OF THE LOS ANGELES COUNTY CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA EXISTING BUILDING CODE; AND MAKING AMENDMENTS THERETO; AND AMENDING ARTICLE II OF CHAPTER 14 OF THE WEST COVINA MUNICIPAL CODE TO REPEAL THE CONSTRUCTION CONTRACTOR LICENSE FEE**

**WHEREAS**, the California Building Standards Commission recently published the 2019 California Building Standards Code, which includes the 2019 Building, Electrical, Plumbing, Mechanical, Residential Green Building Standards, and Existing Building Codes (the “2019 Codes”); and

**WHEREAS**, the 2019 Codes will be effective on January 1, 2020; and

**WHEREAS**, State law requires the enforcement of the 2019 Codes, or local ordinances that amend the 2019 Codes with building standards that are generally more restrictive than the 2019 Codes and which are reasonably necessary due to local climatic, geological, and/or topographical conditions; and

**WHEREAS**, on November 26, 2019, the Los Angeles County Board of Supervisors adopted ordinances amending Titles 26, 27, 28, 29, 31, and 33 of the Los Angeles County Code, which adopt by reference the 2019 California Building Code, 2019 California Electrical Code, 2019 California Plumbing Code, 2019 California Mechanical Code, 2019 California Green

Building Standards Code, and 2019 California Existing Building Code, respectively, with amendments based upon express findings that such modifications are reasonably necessary due to climatic, geological, or topographical conditions; and

**WHEREAS**, the City Council of the City of West Covina finds that the modifications to the 2019 Codes made by Los Angeles County and the additional modifications set forth herein are reasonably necessary due to the following local climatic, geological, and topographical conditions:

1. The City of West Covina has a semi-arid climate with a history of extended periods of draught, and frequent hot, dry winds (Santa Ana Winds) which compounds the increased risk of the spread of wild- and structure-fires.

2. The City of West Covina contains areas of unique geological and topographical features such as steep slopes, non-cohesive soils, expansive soils, and areas subject to landslide or liquefaction; and

**WHEREAS**, Titles 26, 27, 28, 29, 31, and 31 of the Los Angeles County Code are used throughout the County of Los Angeles and are adopted by several incorporated cities within the County; and

**WHEREAS**, the City Council desires to adopt Titles 26, 27, 28, 29, 31, and 31 of the Los Angeles County Code, including the express findings contained therein relating to local climatic, geological, and topographical conditions; and

**WHEREAS**, the City Council, in accordance with the requirements of Government Code section 50022.3, conducted a public hearing on January 7, 2020 to consider the adoption of this Ordinance, which adopts by reference Titles 26, 27, 28, 29, 31, and 31 of the Los Angeles County Code, which adopt by reference the 2019 California Building Code, 2019 California Electrical Code, 2019 California Plumbing Code, 2019 California Mechanical Code, 2019 California Green Building Standards Code, and 2019 California Existing Building Code, respectively.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1:** The City Council finds that all of the recitals set forth herein are true and correct.

**SECTION 2:** The City Council makes and adopts as findings the facts and conclusions set forth in the recitals of this Ordinance and, for the reasons set forth in the recitals, finds that the modifications to the 2019 California Building Standards Code are reasonably necessary due to local climatic, geological, or topographical conditions.

**SECTION 3:** Articles II, IV, VI, and VII of Chapter 7 of the City of West Covina Municipal Code are hereby amended as follows:

(a) Section 7-16 is hereby deleted in its entirety and replaced as follows:

Section 7-16. - Adoption of Title 26 (Building Code) of Los Angeles County Code.

(1) Except as otherwise provided in this article, the 2019 California Building Code as amended by Title 26 (Building Code) of the Los Angeles County Code and the 2019 California Residential Code as amended by Title 30 (Residential Code) of the Los Angeles County Code, as amended and in effect on January 1, 2020, together with their appendices, which regulate the erection, construction, enlargements, alteration, repair, moving, removal, conversion, demolition, occupancy, use, equipment, height, area, security, abatement, and maintenance of buildings or structures within the city, provide for the issuance of permits and collection of fees therefor, and provide for penalties for violation thereto, are hereby adopted by reference as if fully set forth herein, and conflicting ordinances are hereby repealed.

(2) One (1) complete copy of Title 26 and one (1) complete copy of Title 30 will be on file and accessible to the public for inspection at the office of the building official. In the event of any conflict or ambiguity between any provision contained in such codes set forth above and any amendment thereto contained in this article or other provision of the Code, the amendment or addition shall control.

(b) Section 7-18 is hereby deleted in its entirety and replaced as follows:

Section 7-18. – Violations and penalties.

Section 103.1 of Title 26 of the Los Angeles County Code is hereby amended to read as follows:

“Section 103.1. It shall be unlawful for any person, firm, corporation, or business association of any kind to erect, construct, enlarge, alter, repair, move, improve, remove, convert, relocate, demolish, equip, use, occupy or maintain any building or structure in the city, or cause the same to be done, contrary to or in violation of any of the provisions of this article.

Any person, firm, corporation, or business association of any kind violating any of the provisions of this article is guilty of a misdemeanor except that notwithstanding any other provisions of this Code, any such violation constituting a misdemeanor under this article may, in the discretion of the attorney having prosecutorial functions, be charged and prosecuted as an infraction.

Violations of this article that are charged as misdemeanors shall be punishable, for each offense, by a fine of not more than one thousand dollars (\$1,000.00) and/or confinement in county jail for not more than six (6) months or by both such fine and confinement.

Violations of this article that are charged as infractions shall be punishable to the maximum extent permitted under California Government Code section 36900(c).

Notwithstanding the foregoing, a city enforcement official, upon determining that a person, firm, corporation, or business association of any kind has committed a violation of this article, may in his/her discretion, issue an administrative citation to the responsible party using the procedures Section 15-223 of this Code.”

Section R113.4 of Title 30 of the Los Angeles County Code is hereby amended to read as follows:

“Section R113.4. It shall be unlawful for any person, firm, corporation, or business association of any kind to erect, construct, enlarge, alter, move, improve, convert or demolish, equip, use, occupy or maintain any building or structure in the City of West Covina, or cause same to be done, contrary to or in violation of any of the provisions of this article.

Any person, firm, corporation, or business association of any kind violating any of the provisions of this article is guilty of a misdemeanor except that notwithstanding any other provisions of this Code, any such violation constituting a misdemeanor under this article may, in the discretion of the attorney having prosecutorial functions, be charged and prosecuted as an infraction.

Violations of this article that are charged as misdemeanors shall be punishable, for each offense, by a fine of not more than one thousand dollars (\$1,000.00) and/or confinement in county jail for not more than six (6) months or by both such fine and confinement.

Violations of this article that are charged as infractions shall be punishable to the maximum extent permitted under California Government Code section 36900(c).

Notwithstanding the foregoing, a city enforcement official, upon determining that a person, firm, corporation, or business association of any kind has committed a violation of this article, may in his/her discretion, issue an administrative citation to the responsible party using the procedures Section 15-223 of this Code.”

(c) Section 7-18.1 is hereby deleted in its entirety and replaced as follows:

Section 7-18.1. – Expiration of permits.

Section 106.5.4 of the Title 26 of the Los Angeles County Code is hereby amended to add Section 105.6.5.4.1 to read as follows:

“Section 106.5.4.1 Every permit shall become null and void by limitation whenever the work that is done during any continuous period of one-hundred eighty days (180) amounts to less than ten (10) percent of the total work authorized by such permit.”

Section R105.5 of Title 30 of the Los Angeles County Code is hereby amended to add Section R105.5.1 to read as follows:



“Section R105.5.1. Every permit shall become null and void by limitation whenever the work is done during any continuous period of one-hundred and eighty days (180) amounts to less than ten (10) percent of the total work authorized by such permit.”

(d) Section 7-18.2 is hereby deleted in its entirety and replaced as follows:

Section 7-18.2. – Unfinished buildings.

Section 106.5.4 of Title 26 of the Los Angeles County Code is hereby amended to add Section 106.5.4.1 to read as follows:

“Section 106.5.4.1 Unfinished buildings and structures. Whenever the building official determines by inspection that work on any building or structure for which a permit has been issued and the work started thereon has been suspended for a period of one hundred eighty (180) days or more, the owner of the property upon which such structure is located or other person or agent in control of said property upon receipt of notice in writing from the department to do so shall within ninety (90) days from the date of such written notice obtain a new permit to complete the required work and diligently pursue the work to completion or shall remove or demolish the building or structure within one hundred twenty (120) days from date of the written notice.”

Section R105.3.2 of Title 30 of the Los Angeles County Code is hereby amended to add Section R105.3.2.1 to read as follows:

“Section R105.3.2.1 Unfinished buildings and structures. Whenever the Building Official determines by inspection that work on any building or structure for which a permit has been issued and the work started thereon has been suspended for a period of one hundred eighty (180) days or more, the owner of the property upon which such structure is located or other person or agent in control of said property upon receipt of notice in writing from the department to do so shall within ninety (90) days from the date of such written notice obtain a new permit to complete the required work and diligently pursue the work to completion or shall remove or demolish the building or structure within one hundred twenty (120) days from date of the written notice.”

(e) Section 7-18.3 is hereby deleted in its entirety and replaced as follows:

Section 7-18.3. – Fees.

Section 107 of the Title 26 of the Los Angeles County Code shall be deleted in its entirety and replaced as follows:

“Section 107. Fees

(a) Building Permit Fees. A fee for each building permit shall be paid to the building official as set forth in resolution of the city council. Determination of value under any of the provisions of this Code shall be made by the building official. The valuation to be used in computing the permit and plan review fees shall be the total value of all construction work for which permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating,

air conditioning, elevators, fire-extinguishing systems and any other permanent work for permanent equipment.

Where work for which permit is required by this Code is started or proceeded with prior to obtaining said permit, the fees specified in this section shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of this Code in execution of the work nor from any other penalties prescribed herein.

(b) Expiration of Plan Review. Applications for which no permit is issued within one hundred eighty (180) days following the date of application shall expire by limitation and plans submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding one hundred eighty (180) days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

(c) Investigation Fees. Work without a permit.

1. Investigation. Whenever any work for which a permit is required by this Code has been commenced without first obtaining said permit, a special inspection shall be made before a permit may be issued for such work.

2. Fee. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The inspection fee shall be paid to the building official as set forth by resolution of the city council. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this Code nor from any penalty prescribed by law.

(d)Exemption from Fees. Neither the state nor this nor any other county, city, district or other political subdivision, nor any public officer or body acting in his official capacity on behalf of the state or of this or any county, city, district or other political subdivision shall pay or deposit any fee. This section does not apply to the State Compensation Insurance Fund or Public Housing Authority or where a public officer is acting with reference to private assets which have come under his jurisdiction by virtue of his office.

(e) Refunds. In the event that any person shall have obtained a building permit and no portion of the work or construction covered by such permit has been commenced, such permit may be cancelled upon presentation to the building official of a written request. Upon such request, the person shall be entitled to a refund in an amount equal to eighty (80) percent of the building permit fee actually paid for such permit; however, the portion of the fee retained shall be no less than twenty-five dollars (\$25.00).

In case a permit is issued in error by the building official, all fees will be returned to applicant upon request.

No refund shall be granted when receipt of the request occurs more than one (1) year following payment of the permit or plan review fee. No portion of the plan checking fee shall be refunded, unless no checking has been performed on a set of plans, in which case eighty (80) percent of the plan review fee may be refunded; however, the portion of the fee retained shall be no less than twenty-five dollars (\$25.00).

The building official shall satisfy himself or herself as to the right of such applicant to such refund and each such refund shall be paid as provided by law for the payment of claims against the city.”

Section R108 of Title 30 Los Angeles County Code is amended to read as follows:

“Section R108. Fees

(a) *Building Permit Fees.* A fee for each building permit shall be paid to the building official as set forth by resolution of the city council. Determination of value under any of the provisions of this Code shall be made by the building official. The valuation to be used in computing the permit and plan review fees shall be the total value of all construction work for which permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent work for permanent equipment.

Where work for which permit is required by this Code is started or proceeded with prior to obtaining said permit, the fees specified in this section shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of this code in execution of the work nor from any other penalties prescribed herein.

(b) *Expiration of Plan Review.* Applications for which no permit is issued within one hundred eighty (180) days following the date of application shall expire by limitation and plans submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding one hundred eighty (180) days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

(c) *Investigation Fees.* Work without a permit.

1. *Investigation.* Whenever any work for which a permit is required by this Code has been commenced without first obtaining said permit, a special inspection shall be made before a permit may be issued for such work.

2. *Fee.* An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The inspection fee shall be paid to the building official as set forth by resolution of the city council. The payment of such investigation fee shall not exempt

any person from compliance with all other provisions of this Code nor from any penalty prescribed by law.

(d) *Exemption from Fees.* Neither the state nor this nor any other county, city, district or other political subdivision, nor any public officer or body acting in his official capacity on behalf of the state or of this or any county, city, district or other political subdivision shall pay or deposit any fee. This section does not apply to the State Compensation Insurance Fund or Public Housing Authority or where a public officer is acting with reference to private assets which have come under his jurisdiction by virtue of his office.

(e) *Refunds.* In the event that any person shall have obtained a building permit and no portion of the work or construction covered by such permit has been commenced, such permit may be cancelled upon presentation to the building official of a written request. Upon such request, the person shall be entitled to a refund in an amount equal to eighty (80) percent of the building permit fee actually paid for such permit; however, the portion of the fee retained shall be no less than twenty-five dollars (\$25.00).

In case a permit is issued in error by the building official, all fees will be returned to applicant upon request.

No refund shall be granted when receipt of the request occurs more than one (1) year following payment of the permit or plan review fee. No portion of the plan checking fee shall be refunded, unless no checking has been performed on a set of plans, in which case eighty (80) percent of the plan review fee may be refunded; however, the portion of the fee retained shall be no less than twenty-five dollars (\$25.00).

The building official shall satisfy himself or herself as to the right of such applicant to such refund and each such refund shall be paid as provided by law for the payment of claims against the city.”

(f) Section 7-18.5 is hereby deleted in its entirety and replaced as follows:

Section 7-18.5. – Approval required.

Section 108.3 of Title 26 of the Los Angeles County Code is hereby amended to add Section 108.3.1 to read as follows:

“Section 108.3.1. No work shall be done on any part of the building or structure beyond the point indicated in each successive inspection without first obtaining written approval of the building official. Such written approval shall be given only after an inspection shall have been made of each successive step in the construction as indicated by each of the inspections required by Section 108.4 of the Title 26 Los Angeles County Building Code.

There shall be no clearance for connection of gas or electrical utilities until final building, electrical, plumbing, heating, ventilation and air-conditioning inspections have been made and

approval has been first obtained from the building official, except as provided for in section 7-18.6 for a temporary certificate of occupancy.”

Section R109.4 of Title 30 of the Los Angeles County Code is hereby amended to add Section R109.4.1 to read as follows:

“Section R109.4.1. No work shall be done on any part of the building or structure beyond the point indicated in each successive inspection without first obtaining written approval of the building official. Such written approval shall be given only after an inspection shall have been made of each successive step in the construction as indicated by each of the inspections required by Section R109 of Title 30 of the Los Angeles County Code.

There shall be no clearance for connection of gas or electrical utilities until final building, electrical, plumbing, heating, ventilation and air-conditioning inspections have been made and approval has been first obtained from the building official, except as provided for in section 7-18.6 for a temporary certificate of occupancy.”

(g) Section 7-18.6 is hereby deleted in its entirety and replaced as follows:

Section 7-18.6. – Temporary occupancy.

Section 109.4 of Title 26 of the Los Angeles County Code is hereby amended to add Section 109.4.1 to read as follows:

“Section 109.4.1. Temporary certificate. A temporary certificate of occupancy may be issued by the building official for the use of a portion or portions of a building or structure prior to the completion of the entire building or structure upon application for a temporary clearance of connection of the utilities and payment of fees as set forth by resolution of the city council.

In the event the building is not completed and ready for final inspection in the time prescribed by the building official, the building shall be vacated and the utilities disconnected until such time as the building is completed and final inspection is made and a certificate of occupancy is issued as set forth in the sections above.”

Section R110.4 of Title 30 of the Los Angeles County Code is hereby amended to add Section R110.4.1 to read as follows:

“Section R110.4.1. Temporary certificate. A temporary certificate of occupancy may be issued by the building official for the use of a portion or portions of a building or structure prior to the completion of the entire building or structure upon application for a temporary clearance of connection of the utilities and payment of fees as set forth by resolution of the city council.

In the event the building is not completed and ready for final inspection in the time prescribed by the building official, the building shall be vacated and the utilities disconnected until such time as the building is completed and final inspection is made and a certificate of occupancy is issued as set forth in the sections above.”

(h) Section 7-18.7 is hereby deleted in its entirety and replaced as follows:

Section 7-18.7. – Swimming pool defined.

Section 202 and Section 3109.2 of Title 26 of the Los Angeles County Code are hereby amended to read:

“Swimming pool is any outside body of water created by artificial means, which is designed or used for swimming, immersion or therapeutic purposes, any portion of which exceeds eighteen (18) inches in depth, including portable swimming pools and permanent ponds.”

(2) Section 7-18.10 is hereby deleted in its entirety and replaced as follows:

Section 7-18.10. – Swimming pool safety.

Title 26 of the Los Angeles County Code is hereby amended to add Section 3109.7 to read as follows:

“Section 3109.7

## (2) SWIMMING POOLS. SAFETY PRECAUTIONS

Every person in possession of land within the City of West Covina, either as owner, purchaser under contract, lessee, tenant, licensee or otherwise, upon which is situated a swimming pool shall at all times maintain on the lot or premises upon which such pool is located and completely surrounding such pool, lot or premises a fence or other structure not less than five (5) feet six (6) inches in height with no opening therein, other than doors or gates, and other than openings approved by the building official upon finding that they will not materially facilitate scaling the fence or other structure by children.

All gates or doors opening through such enclosures shall be equipped with a self-closing and self-latching device designed to keep and capable of keeping such door or gate securely closed at all times when not in actual use. Such latching device must be located not less than five (5) feet above the ground; provided, however, that the door of any dwelling occupied by human beings forming any part of the enclosure comply with State Laws. All fencing forming the pool enclosure shall be in place and approved by the city before water is placed in the pool.

## (b) SWIMMING POOLS, EMPTYING UPON ABANDONMENT OR VACATION OF PREMISES.

(1) No person in possession or control of any swimming pool on any land within the city as either owner, lessee, tenant, purchaser under contract, trustee, mortgagee or beneficiary of the land upon which such swimming pool is located shall abandon or vacate the premises upon which such swimming pool is located or is accessory or appurtenant, or cause or permit the same to be abandoned or vacated, without first having either:

a. Emptied all water from such swimming pool and left the same empty; or

b. Completely covered said swimming pool with a safe and adequate pool cover or other protective device, approved in writing by the building official as sufficient to protect persons, especially children, from falling into such pool.

(2) No owner of any swimming pool on any land within the city, upon learning that the premises upon which such swimming pool is located or is accessory or appurtenant having been abandoned or vacated by the person in possession or control of such swimming pool, shall fail, within forty-eight (48) hours after so learning or so being advised by the building official, to either:

a. Empty all water from said swimming pool and leave the same empty until said premises are again occupied by a person in possession and control of such swimming pool; or

b. Completely cover said swimming pool with a safe and adequate pool cover or other protective device approved in writing by the building official, as aforesaid, and keep said pool so covered until said premises are again occupied by a person in possession and control of such swimming pool.

(3) "Abandon" and "abandoned," as used in this section, shall mean the leaving of premises without actual, apparent and manifest intention to return thereto within a reasonable and foreseeable time unless definite provision has been made in writing prior to leaving the premises to have them actually occupied within thirty (30) days of such leaving by some other person who will be in possession and control of such swimming pool.

(4) "Vacate" and "vacated," as used in this section shall mean the leaving of premises without the bona fide intent to return and actually returning to said premises within a period of thirty (30) days or less (or such additional period not exceeding an aggregate of sixty (60) days from date of leaving as may be granted by the building official for good cause, such as extended vacation, emergency, etc.) unless during said period of absence some other person actually occupies said premises and is in possession and control of such swimming pool.

(5) Every person who violates or fails to comply with any of the terms, provisions or requirements of this section shall thereby have agreed and consented and conclusively be deemed to have agreed and consented:

a. That the city may enter upon the premises and empty all water from such swimming pool or cause the same to be done; and

b. To reimburse the city on demand for the actual cost of emptying such pool or causing the same to be done, and that the city may collect the same from any such person by civil action or any other lawful means selected by or available to the city, including, where applicable, the means provided by Title 5, Division 1, Part 1, Chapter 1, Article 9 (beginning at Section 50230) of the Government Code of the State of California.

### (c) INSPECTIONS AND APPROVAL OF SWIMMING POOLS

All plans hereafter submitted to the city for swimming pools to be constructed shall show compliance with subsection (a), and final inspection and approval of all pools hereafter constructed shall be withheld until all requirements of subsection (a) shall have been complied with.

The provisions of this section shall not apply to public swimming pools for which a charge or admission price is required to be paid for such use thereof, nor to swimming pools which are a part of and located upon the same premises as a hotel, motel or apartment house, during the time that the owner, operator or adult employee of such owner or operator is present at and in active charge of the premises upon which such pool is located.”

(i) Section 7-18.12 is hereby deleted in its entirety and replaced as follows:

Sec. 7-18.1. - Roof coverings.

Title 26 of the Los Angeles County Code is hereby amended to add Section 1505.1.5 to read as follows:

“Section 1505.1.5

(a) Notwithstanding any other provision of the Building Code and Appendices to the contrary, the roof covering of any building hereinafter constructed, regardless of type of occupancy classification, shall be of noncombustible or fire-retardant construction as defined in Section 1505 of the Title 26 Los Angeles County Building Code and Section R905.1 of the Title 30 Los Angeles County Residential Code. Roof coverings shall bear a minimum Class ‘B’ Fire Classification as defined in Section 1505.1 of the Title 26 Los Angeles County Building Code and Section R905.1 of the Title 30 Los Angeles County Residential Code.

(b) Any replacement or repair that consists of more than twenty-five (25) percent of the total area of an existing roof within a twelve-month period must be made in conformance with subsection (a) herein. Room additions must also comply with said subsection (a). Skylights shall be constructed as required in chapter 24 of the Title 26 Los Angeles County Building Code. Penthouses shall be constructed as required in chapter 15 of the Title 26 Los Angeles County Building Code. Any use of plastics in roofs shall be in accordance with the provisions of chapter 26. Any construction relating to attics and roof drainage shall be in accordance with those governed by the provisions of the Building Code.”

Title 30 of the Los Angeles County Code is hereby amended to add Section R902.1.2.1 to read as follows:

“Section R902.1.2.1

(a) Notwithstanding any other provision of the Building Code and Appendices to the contrary, the roof covering of any building hereinafter constructed, regardless of type of occupancy classification, shall be of noncombustible or fire-retardant construction as defined in Section 1505



of the Title 26 Los Angeles County Building Code and Section R903.1 of the Title 30 Los Angeles County Residential Code. Roof coverings shall bear a minimum Class 'B' Fire Classification as defined in Section 1505.1 of the Title 26 Los Angeles County Building Code and Section R905.1 of the Title 30 Los Angeles County Residential Code.

(b) Any replacement or repair that consists of more than twenty-five (25) percent of the total area of an existing roof within a twelve-month period must be made in conformance with subsection (a) herein. Room additions must also comply with said subsection (a). Skylights shall be constructed as required in chapter 24 of the Title 26 Los Angeles County Building Code. Penthouses shall be constructed as required in chapter 15 of the Title 26 Los Angeles County Building Code. Any use of plastics in roofs shall be in accordance with the provisions of chapter 26. Any construction relating to attics and roof drainage shall be in accordance with those governed by the provisions of the Building Code.”

(j) Section 7-18.13 is hereby deleted in its entirety and replaced as follows:

Section 7-18.13. - Automatic fire sprinklers

Title 26 of the Los Angeles County Code is hereby amended to add Section 901.4.4.1 to read as follows:

“Section 901.4.4.1. In Group R occupancies, when a fire sprinkler system is designed and installed under the NFPA 13D or 13R Standards, additional areas may require fire sprinklers at the discretion of the fire official. These areas may include, but not be limited to, areas such as closets or bathrooms under stairways; special water heater enclosures; accessible attic or storage spaces, basements and similar areas.”

Title 26 of the Los Angeles County Code is hereby amended to add Section 901.4.4.2 to read as follows:

“Section 901.4.4.2. In Group R occupancies with a combined fire/domestic service installed, a main control valve, identified by signage, shall be installed before the tee split to the domestic piping, in addition to a domestic-only control valve. The main control valve shall be clearly identified, be readily accessible, and shall be ready for use without requiring a tool or wrench to operate. A separate fire-only control valve shall not be allowed.”

Title 26 of the Los Angeles County Code is hereby amended to add Section 903.1.1.1 to read as follows:

“Section 903.1.1.1. Notwithstanding any other provisions of this section, an approved automatic fire sprinkler system shall be installed:

1. On all new buildings exceeding five thousand (5,000) square feet in floor area.

2. In any existing building after the completion of any major alteration or addition, which will exceed five thousand (5,000) square feet of floor area.

3. In any existing building where an addition or additions exceed twenty-five (25) percent of the existing floor area as of January 1, 1990, or five thousand (5,000) square feet, whichever is less, and the existing building is over five thousand (5,000) square feet.

4. When the value of alterations or repairs to an existing building, which has five thousand (5,000) or more square feet, exceeds twenty-five (25) percent of the value of the building in any twelve-month period.

Exception: In an existing one and two family dwelling, fire sprinklers will be required where an addition of 1,000 square feet or more is added, where an addition or creation of a habitable floor level above or below the existing level of exit discharge takes place, or when alteration is made which affects 50% or more of the structural or roof framing.

5. Subject to the approval of the fire code official, open parking garages as defined in Section 406.5 of Title 26 of the Los Angeles County Code are exempt from the automatic fire sprinkler requirements of the West Covina Municipal Code.

“Major Alterations or Repairs” is defined as alterations or repairs requiring building permits to an existing building or structure of 5,000 square feet or more where the project valuation cost equals to or exceeds twenty-five (25) percent of the current fair market value of said building or structure.”

(k) Section 7-18.13.1 is hereby deleted in its entirety and replaced as follows:

Section 7-18.13.1. – Automatic fire sprinklers: townhomes.

Title 30 of the Los Angeles County Code is hereby amended to add Section R313.1.2 to read as follows:

“Section R313.1.2. Notwithstanding any other provisions of this section, an approved automatic fire sprinkler system shall be installed:

1. In any existing building after the completion of any major alteration or addition, which will exceed five thousand (5,000) square feet of floor area.

2. In any existing building where an addition or additions exceed twenty-five (25) percent of the existing floor area as of January 1, 1990, or five thousand (5,000) square feet, whichever is less, and the existing building is over five thousand (5,000) square feet.

3. When the value of alterations or repairs to an existing building, which has five thousand (5,000) or more square feet, exceeds twenty-five (25) percent of the value of the building in any twelve-month period.

“Major Alterations or Repairs” is defined as alterations or repairs requiring building permits to an existing building or structure of 5,000 square feet or more where the project valuation cost equals to or exceeds twenty-five (25) percent of the current fair market value of said building or structure.

Exception: An automatic residential sprinkler system shall not be required when additions or major alterations are made to existing townhomes that do not have an automatic residential fire sprinkler system installed and installation of residential fire sprinklers is not required by subsections 1, 2, and 3 of this section.”

(l) Section 7-18.13.2 is hereby deleted in its entirety and replaced as follows:

Section 7-18.13.2. – Automatic fire sprinklers: one- and two-family dwellings.

Title 30 of the Los Angeles County Code is hereby amended to add Section R313.2.2 to read as follows:

“Section R313.2.2. Notwithstanding any other provisions of this section, an approved automatic fire sprinkler system shall be installed:

1. In any existing building after the completion of any major alteration or addition, which will exceed five thousand (5,000) square feet of floor area.

2. In any existing building where an addition or additions exceed twenty-five (25) percent of the existing floor area as of January 1, 1990, or five thousand (5,000) square feet, whichever is less, and the existing building is over five thousand (5,000) square feet.

3. When the value of alterations or repairs to an existing building, which has five thousand (5,000) or more square feet, exceeds twenty-five (25) percent of the value of the building in any twelve-month period.

4. In any existing one- and two-family dwelling where any of the following conditions exist:

a. Addition of one thousand (1,000) square feet or more.

b. Successive additions totaling one thousand (1,000) square feet or more within a twenty-four-month (2 year) period.

c. Addition or creation of a habitable floor level above or below the existing level of exit discharge as defined by the Building Code.

d. Alterations where fifty (50) percent or more of the roof framing is restructured or replaced.

Fire sprinklers shall be installed in existing and proposed portions of the building including attached garages and other enclosed structures.

“Major Alterations or Repairs” is defined as alterations or repairs requiring building permits to an existing building or structure of five thousand (5,000) square feet or more where the project valuation cost equals to or exceeds twenty-five (25) percent of the current fair market value of said building or structure.

Exception: An automatic residential sprinkler system shall not be required for additions or major alterations to existing one- and two-family dwellings that are not already provided with an automatic residential fire sprinkler system and installation of residential fire sprinklers is not required by subsections 1, 2, 3, and 4 of this section.”

(m) Section 7-18.14 shall be deleted in its entirety.

(n) Section 7-18.15 shall be deleted in its entirety.

(o) Section 7-18.17 is hereby amended to read:

Section 7-18.17 – Accessory storage sheds on residential properties.

Title 30 of the Los Angeles County Code is hereby amended to add Section R105.2.4 to read as follows:

“Section R105.2.1.4 Notwithstanding any other provisions of this section, storage sheds exempt from permits by this chapter shall be separated from each other and other structures by six (6) feet. The separation distance shall be measured from exterior finish of the buildings. Eaves and overhangs from said shed shall not extend more than twelve (12) inches, measured horizontally from a vertical plane, beyond the exterior finish. The maximum height of storage sheds shall not exceed one (1) story and ten (10) feet to any part of the shed measured from existing finished grade.”

(p) Section 7-49 is hereby deleted in its entirety and replaced as follows:

Section 7-49. - Adoption of Title 27 (Electrical Code) of Los Angeles County Code.

(1) Except as otherwise provided in this article, the 2019 California Electrical Code as amended by Title 27 of the 2019 Los Angeles County Code, which provide minimum requirements and standards for the protection of the public health, safety and welfare by regulating the installation or alteration of electrical wiring, equipment, materials, and workmanship within the city, provides for the issuance of permits and collection of fees therefor and provides penalties for the violations thereof, with all changes and amendments thereto, is hereby adopted by reference as if fully set forth herein, and all conflicting ordinances are hereby repealed.

(2) One (1) complete copy of Title 27 will be on file and accessible to the public for inspection at the office of the building official. In the event of any conflict or ambiguity between any provision contained in such codes set forth above and any amendment thereto contained in this article or other provision of the Municipal Code, the amendment or addition shall control.

(q) Sec. 7-49.3 is hereby deleted in its entirety and replaced as follows:

Sec. 7-49.3 – Violations and penalties.

Sections 84-1 and 84-2 of Title 27 of the Los Angeles County Code are amended to read as follows:

“Section 84-1. It is unlawful for any person, firm or corporation, either as owner, architect, contractor, artisan or otherwise, to do or knowingly to cause or permit to be done any electrical wiring as defined in this Code in such manner that the same shall not conform to all the provisions of this Code.

It shall be unlawful for any person, firm or corporation to make connection from a source of electrical energy or to supply electric service to any electric wiring devices, appliances or equipment for the installation of which a permit is required, unless such person, firm or corporation shall have obtained satisfactory evidence from the director that such wiring, devices, appliances or equipment are in all aspects in conformity with all applicable legal provisions.

Any person, firm or corporation violating any provisions of this Code shall be guilty of a misdemeanor and upon conviction thereof, shall be punishable by a fine of not more than one thousand dollars (\$1,000.00) or by imprisonment for a period of not more than six (6) months, or by both such fine and imprisonment.

Section 84-2. is hereby deleted in its entirety

(r) Section 7-49.4 is deleted in its entirety and replaced as follows:

Section 7-49.4. – Fees.

Section 80.10 of Title 27 of the Los Angeles County Code is hereby amended as follows:

Section 80.10. – Fees.

(a) *Permit fees.* A fee for each electrical permit and for the work to be done thereunder shall be paid to the city as set forth in a resolution duly adopted by the city council.

(b) *Expiration of plan review.* Applications for which no permit is issued within one hundred eighty (180) days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period

not exceeding one hundred eighty (180) days upon request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

*(c) Investigation fees: Work without a permit.*

(1) *Investigation.* Whenever any work for which a permit is required by this Code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.

(2) *Fee.* An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee that would be required by this Code if a permit were to be issued. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of either this Code nor from any penalty prescribed by law.

*(d) Fee refunds.*

(1) The building official may authorize the refunding of any fee paid hereunder which was erroneously paid or collected.

(2) The building official may authorize the refunding of not more than eighty (80) percent of the permit fee paid when no work has been done under a permit issued in accordance with this Code.

(e) The building official may authorize the refunding of not more than eighty (80) percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan reviewing is done.

The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than one hundred eighty (180) days after the date of fee payment.”

(s) Section 7-73 is hereby deleted in its entirety and replaced as follows:

Section 7-73. - Adoption of Title 29 (Mechanical Code) of Los Angeles County Code.

(1) Except as otherwise provided in this article, the 2019 California Mechanical Code as amended by Title 29 of the Los Angeles County Mechanical Code, as amended and in effect on January 1, 2020, which regulate and control the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of heating, venting, cooling, refrigeration systems, or other miscellaneous heat-producing appliances within the city, provides for the issuance of permits and collection of fees therefor and provides for penalties for the violation thereof,

with certain changes and amendments thereto, is hereby adopted by reference as if fully set forth herein, and all conflicting ordinances are hereby repealed.

(2) One (1) complete copy of Title 29 will be on file and accessible to the public for inspection at the office of the building official. In the event of any conflict or ambiguity between any provision contained in such codes set forth above and any amendment thereto contained in this article or other provision of the Municipal Code, the amendment or addition shall control.

(t) Section 7-75 is hereby amended to read:

Section 7-75. - Violations and penalties.

Section 118 of the Title 29 of the Los Angeles County Code is hereby amended to read as follows:

“Section 118. Violations and penalties. It shall be unlawful for any person, firm or corporation to erect, install, alter, repair, relocate, add to, replace, use or maintain mechanical equipment or system(s) in the city or cause or permit the same to be done, contrary to or in violation of any of the provisions of this Code. Maintenance of equipment which was unlawful at the time it was installed, and which would be unlawful under this Code if installed after the effective date of this Code, shall constitute a continuing violation of this Code. Any person, firm or corporation violating any of the provisions of this Code shall be deemed guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this Code is committed, continued or permitted, and upon conviction of any such violation such person shall be punishable by a fine of not more than one thousand dollars (\$1,000.00) or by imprisonment for not more than six (6) months or both such fine and imprisonment.”

(u) Section 7-77 is hereby deleted in its entirety and replaced as follows:

Section 7-77. – Fees.

Section 114 of Title 29 of the Los Angeles County Code is hereby amended as follows:

“Section 114. Permit fees.

(a) *Permit fees.* A fee for each mechanical permit shall be paid to the city as set forth by resolution of the city council.

(b) *Expiration of plan review.* Applications for which no permit is issued within one hundred eighty (180) days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding one hundred eighty (180) days upon request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No

application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

(c) *Investigation fees.* Work without a permit.

(1) *Investigation.* Whenever any work for which a permit is required by this Code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.

(2) *Fee.* An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee that would be required by this Code if a permit were to be issued. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this Code nor from any penalty prescribed by law.

(d) *Fee refunds.*

(1) The building official may authorize the refunding of any fee paid hereunder which was erroneously paid or collected.

(2) The building official may authorize the refunding of not more than eighty (80) percent of the permit fee paid when no work has been done under a permit issued in accordance with this Code.

(3) The building official may authorize the refunding of not more than eighty (80) percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan review effort has been expended.

The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than one hundred eighty (180) days after the date of fee payment.”

(v) Section 7-85 is hereby deleted in its entirety and replaced as follows:

Section 7-85. - Adoption of Title 28 (Plumbing Code) of Los Angeles County Code.

(1) Except as otherwise provided in this article, the 2019 California Plumbing Code as amended by Title 28 (Plumbing Code) of the Los Angeles County Code, as amended and in effect on January 1, 2020, which provide minimum requirements and standards for the protection of the public health, safety and welfare by regulating the installation or alteration of plumbing and drainage, materials, venting, wastes, traps, interceptors, water systems, sewers, gas piping, water heaters and other related products, and workmanship in the city, provide for the issuance of permits and collection of fees therefor, and provide for penalties for the violations thereof, with certain changes and amendments thereto, are hereby adopted by reference, and conflicting ordinances are hereby repealed.



(2) One (1) copy of Title 28 will be on file and accessible to the public for inspection at office of the building official. In the event of any conflict or ambiguity between any provision contained in such codes set forth above and any amendment thereto contained in this article or other provision of the Municipal Code, the amendment or addition shall control.

(w) Section 7-87 is hereby deleted in its entirety and replaced as follows:

Section 7-87. – Violations and penalties.

Section 101.10 of Title 28 of the Los Angeles County Code is hereby amended to read as follows:

“Section 101.10. It shall be unlawful for any person, firm or corporation to erect, install, alter, repair, relocate, add to, replace, use or maintain plumbing equipment or system(s) in the city or cause or permit the same to be done, contrary to or in violation of any of the provisions of this Code. Maintenance of equipment which was unlawful at the time it was installed, and which would be unlawful under this Code if installed after the effective date of this Code, shall constitute a continuing violation of this Code. Any person, firm or corporation violating any of the provisions of this Code shall be deemed guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this Code is committed, continued or permitted, and upon conviction of any such violation such person shall be punishable by a fine of not more than one thousand dollars (\$1,000.00) or by imprisonment for not more than six (6) months or both such fine and imprisonment.”

(x) Section 7-88 is deleted in its entirety and replaced as follows:

Section 7-88 - Fees

Section 103 of Title 28 of the Los Angeles County Code is hereby amended as follows:

“Section 103. Permit fees.

(a) *Permit fees.* A fee for each plumbing permit shall be paid to the city as set forth by resolution of the city council.

(b) *Expiration of plan review.* Applications for which no permit is issued within one hundred eighty (180) days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding one hundred eighty (180) days upon request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

(c) *Investigation fees.* Work without a permit.

(1) *Investigation.* Whenever any work for which a permit is required by this Code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.

(2) *Fee.* An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee that would be required by this Code if a permit were to be issued. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this Code nor from any penalty prescribed by law.

(d) *Fee refunds.*

(1) The building official may authorize the refunding of any fee paid hereunder which was erroneously paid or collected.

(2) The building official may authorize the refunding of not more than eighty (80) percent of the permit fee paid when no work has been done under a permit issued in accordance with this Code.

(3) The building official may authorize the refunding of not more than eighty (80) percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan review effort has been expended.

The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than one hundred eighty (180) days after the date of fee payment.”

**SECTION 4:** Article XIX is hereby added to Chapter 7 of the West Covina Municipal Code to read as follows:

#### Article XIX. - GREEN STANDARDS CODE

Section 19-1. - Adoption of Title 31 (Green Building Standards Code) of Los Angeles County Code.

(1) The 2019 California Green Building Standards Code as amended by Title 28 (Green Building Standards Code) of the Los Angeles County Code, as amended and in effect on January 1, 2020, which provide minimum requirements and standards for the enhancement of the design and construction of buildings through the use of building concepts having a reduced negative impact, or positive environmental impact and encouraging sustainable construction practices, provide for the issuance of permits and collection of fees therefor, and provide for penalties for the violations thereof, with certain changes and amendments thereto, are hereby adopted by reference as if fully set forth herein, and conflicting ordinances are hereby repealed.

(2) One (1) complete copy of Title 31 will be on file and accessible to the public for inspection at the office of the building official. In the event of any conflict or ambiguity between any provision contained in such codes set forth above and any amendment thereto contained in this article or other provision of the Municipal Code, the amendment or addition shall control.

**SECTION 5:** Article XX is hereby added to Chapter 7 of the West Covina Municipal Code to read as follows:

#### ARTICLE XX. - EXISTING BUILDING CODE

Section 20-1. - Adoption of Title 33 (Existing Building Code) of Los Angeles County Code.

(1) The 2019 California Existing Building Code as amended by Title 33 (Existing Building Code) of the Los Angeles County Code, as amended and in effect on January 1, 2020, which provide minimum requirements and standards for the protection of the public health, safety and welfare by regulating the repair, alteration, change of occupancy and relocation of, and to the addition, any existing building, provide for the issuance of permits and collection of fees therefor, and provide for penalties for the violations thereof, with certain changes and amendments thereto, are hereby adopted by reference as if fully set forth herein, and conflicting ordinances are hereby repealed.

(2) One (1) copy of Title 33 will be on file and accessible to the public for inspection at the office of the building inspector. In the event of any conflict or ambiguity between any provision contained in such codes set forth above and any amendment thereto contained in this article or other provision of the Municipal Code, the amendment or addition shall control.

**SECTION 6:** Article I of Chapter 9 of the City of West Covina Municipal Code is hereby amended as follows:

Section 9-1. - General.

Except as set forth in this article, Appendix J “Grading” of Title 26 of the Los Angeles County Code, as amended and in effect on January 1, 2020, is hereby adopted as if fully set forth herein and amended as shown below.

Section 9.2. - Permits required.

The following section is added to Section J103 (Permits Requirements) to read as follows:

Section J103.1.1. Grading designation. All grading requiring a permit shall be performed in accordance with the approved grading plan prepared by a civil engineer and shall be designated as “engineered grading.” Grading involving less than five thousand (5,000) cubic yards may be changed in designation from “engineered grading” to “regular grading” upon recommendation of

the civil engineer and approval of the city engineer. The city engineer may require supporting documentation prior to approval of a change in designation.

#### Section 9-3. - Permit application and submittals.

The following section is added to Section J104 (Permit Application and Submittals) to read as follows:

Section J104.1.1. Engineered grading requirements. Each application for a grading permit shall be accompanied by three (3) sets of plans and specifications and two (2) sets of supporting data consisting of a soil engineering report and engineering geology report. The plans and specifications shall be prepared, sealed, and signed by a civil engineer, a soil engineer and/or a geologist.

Section J104.2 Site plan requirements is amended to read as follows:

#### Section J104.2 Additional Requirements

##### Section J104.2.1 Site plan requirements:

In addition to the provisions of Section 107 of the Title 26 Los Angeles County Building Code, a grading plan shall show the existing grade and finished grade in contour intervals of enough clarity to indicate the nature and extent of the work and show in detail that it complies with the requirements of the code. The plans shall show the existing grade on adjoining properties in sufficient detail to identify how grade changes will conform to the requirements of this Code.

##### Section J104.2.2 Additional requirements:

(a) Plans shall be drawn to a scale of one (1) inch equals twenty (20) feet or one (1) inch equals thirty (30) feet upon Mylar or vellum sized at twenty-four (24) inches by thirty-six (36) inches and shall be of sufficient clarity to indicate the nature and extent of the work proposed and show in detail that the work proposed will conform to the provisions of this Code and all relevant laws, ordinances, rules and regulations.

(b) The permittee shall have an appropriate valid California state-issued contractor's license and shall have filed Worker's Compensation Insurance documentation with the city.

(c) Fees. Before issuance of each grading permit the appropriate fees shall be paid as indicated in the schedule of fees adopted from time to time by resolution of the city council of the City of West Covina.

(d) Bonds. Bonds or other improvement security satisfactory to the City Engineer and agreements in an amount equal to at least one hundred (100) percent of the estimated cost of the work are required to guarantee completion of the work in accordance with the approved plans and specifications.

#### Section 9-4. - Inspections.

The following sections are added to Section J105 (Inspections) to read as follows:

##### Section J105.1.1

The city engineer shall inspect the project at the various stages of work requiring approval to determine that the professional consultants are exercising adequate control.

#### Section 9-5. - Fills.

The following section is added to Section J107 (Fills) to read as follows:

##### Section J107.10 Method of Construction.

(a) All fill slopes fifteen (15) feet in height or more and steeper than 3 horizontal to 1 vertical shall be constructed by the "over-fill and cutback" method. These slopes shall be overbuilt and cut back to grade exposing the firm compacted fill inner core. The actual amount of overbuilding may vary as field conditions dictate. If the desired results are not achieved, the existing slopes shall be over-excavated as directed by the soils engineer and reconstructed. The degree of overbuilding shall be increased until the desired compacted slope surface condition is achieved. Care shall be taken by the contractor to provide thorough mechanical compaction to the outer edge of the overbuilt slope surface. As fill slope construction proceeds, the slope surface shall be thoroughly backrolled with a sheepsfoot roller at vertical height intervals not exceeding four (4) feet.

Following the attainment of the desired slope height, the outer surface of overbuilt slopes shall be cut back to the finished surface contour shown on the approved grading plan. Care shall be taken by the contractor not to excavate beyond the desired finished slope surface.

##### (b) Alternate method of construction.

Fill slopes less than fifteen (15) feet in height or flatter than 3 horizontal to 1 vertical may be constructed by alternative procedures where specifically approved by the soils engineer prior to grading. Prior to such approval, the contractor shall submit to the soils engineer a detailed written description of the procedure he proposes to utilize. Within such description, the following guidelines shall be included. Unless slopes are overfilled and cut back to grade, the outer faces of all fill slopes shall be backrolled utilizing a sheepsfoot roller at intervals not exceeding four (4) feet of vertical slope height. Vibratory methods may be required. During construction of the fill slopes, care shall be taken to maintain near-optimum moisture conditions over the entire slope height. Following achievement of the slope height as shown on the approved grading plan, the entire slope face shall be thoroughly compacted utilizing a vibratory sheepsfoot roller. Upon completion of the above procedures, the faces of all fill slopes height with standard grid-rolling type of equipment. Prior to grid-rolling, care shall be taken to maintain near-optimum moisture conditions.

Following slope construction in the manner described above, if the required uniformly compacted fill slope condition is not achieved, overfilling and cutting back shall be required. Completed slopes not approved by the soils engineer shall be over-excavated a minimum of twelve (12) feet (horizontal) and replaced by the overfilling and cutting back procedure described in paragraph (a).

Section 9-6. - Drainage and terracing.

Section J109.2 (Terraces) is amended to read:

Terraces. Terraces at least eight (8) feet in width shall be established at not more than twenty-five (25) foot vertical intervals on all cut or fill slopes to control surface drainage and debris; except that where only one (1) terrace is required, it shall be at mid-height. For cut or fill slopes greater than fifty (50) feet and up to one hundred (100) feet in vertical height, one (1) terrace at approximately mid-height shall be sixteen (16) feet in width. Terrace widths and spacing for cut and fill slopes greater than one hundred (100) feet in height shall be designed by the civil engineer and approved by the city engineer and shall meet or exceed the foregoing requirements. Suitable access shall be provided to permit proper cleaning and maintenance.

Swales or ditches on terraces shall have a minimum gradient of five (5) percent and must be paved with reinforced concrete not less than three (3) inches in thickness. They shall have a minimum depth at the deepest point of one (1) foot and a minimum paved width equal to the width of the terrace.

A single run of swale or ditch shall not collect runoff from a tributary area exceeding thirteen thousand five hundred (13,500) square feet (projected) without discharging into a down drain.

The design height of the slope shall include six (6) feet at the top of the slope to provide for the contributory area and height of possible walls along the top of the slope.

Exception: The width and spacing of the terraces may be approved by the City Engineer to be narrower and spaced differently than the preceding requirements provided:

(1) The terrace system is designed by a civil engineer and approved by the soils engineer. Such design shall include sufficient details and calculations (including hydrology) to enable full analysis by the city engineer.

(2) Building pads shall have a drainage gradient of at least two (2) percent toward approved drainage facilities.

The following sections are added to J109 (Drainage and Terracing) to read as follows:

Section J109.5.1 Special Drainage Provisions.

If the building pad surface is paved, the minimum sheet flow gradient may be reduced to the following minimum gradients:

Asphaltic concrete pavement, one and one-half (1 ½) percent;

Portland cement concrete, one (1) percent.

#### Section J109.6 Drainage devices.

(a) Except on slopes, drainage devices with concentrated flow shall be constructed with minimum gradients as follows:

Portland cement concrete construction.....	0.5%
Air-blown concrete construction .....	1.0%
Asphaltic concrete construction.....	1.0%
Soil swales .....	1.0%
Pipes .....	0.4%

(b) Drainage devices constructed on slopes shall have a minimum gradient of five (5) percent. Such drainage devices shall be constructed of air-blown concrete or Portland cement concrete with suitable reinforcement. Closed conduits, unpaved swales and asphalt concrete drainage structures shall not be used for slope drainage.

(c) Drainage devices shall be constructed to convey drainage to an established private or public watercourse, channel, storm drain or public street and shall be of a design to prevent erosion.

(d) Drainage devices conveying water to the public streets shall drain over driveway approaches or through curb drains or through sidewalk culverts.

#### Section 9-7. - Erosion control.

### SECTION J110 EROSION CONTROL

Section J110 Erosion Control. Amended and added.

#### Section J110.1 General. Adopted

The following section is added to Section J110 (Erosion Control) to read as follows:

Section J110.1.1. All construction sites are subject to the latest requirements of the City of West Covina enforced National Pollution Discharge Elimination System (NPDES), Best Management Practices (BMPs) and applicable pollution control and erosion protection measures pursuant to Chapter 9, Article II, Stormwater and Urban Run-off Pollutions Control, and Article III, Flood Drain Management, of the City of West Covina Municipal Code.



Section J110.2 Other devices. Adopted.

The following section is added to Section J110 (Erosion Control) to read as follows:

Section J110.3 The following subsection have been added to read as follows:

(a) Where slopes are planted for erosion control, the slope shall be watered by a designed automatic irrigation system approved by the City Engineer. The irrigation system and landscaping shall have their own plans and specifications. Landscaping shall have a minimum ninety-day plant establishment period prior to calling for final approval.

(b) The manner(s) of erosion control shall be specifically addressed in the report required by section 3309.5 of the Title 26 Los Angeles County Building Code.

(c) The owner of any property on which grading has been performed pursuant to a permit issued under the provisions of this Code, or any other person or agent in control of such property, shall maintain in good condition and repair all drainage structures and other protective devices including burrowing rodent control when shown on the grading plans filed with the application for grading permit and approved as a condition precedent to the issuance of such permit.

**SECTION 7:** Category Code C (Contractors) of Section 14-68 of Chapter 14 of Article II of the West Covina Municipal Code is hereby repealed.

**SECTION 8:** Severability. If any section, subsection, clause or phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of all other provisions of this Ordinance. The City Council of West Covina hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause and phrase or portion thereof, irrespective of the fact that any one or more of the sections, subsections, sentences, clauses, or phrases or portions thereof be declared invalid or unconstitutional.

**SECTION 9:** Effective Date. This Ordinance shall become effective 30 days after its adoption.

**SECTION 10:** Publication. The City Clerk shall certify to the adoption of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

**SECTION 11:** Certified Copy. The City Clerk shall file a certified copy of this Ordinance with the California Building Standards Commission.

**PASSED, APPROVED AND ADOPTED** this 7<sup>th</sup> day of January, 2020.

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Tony Wu  
Mayor

**APPROVED AS TO FORM**

**ATTEST**

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Thomas P. Duarte  
City Attorney

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Lisa Sherrick  
Assistant City Clerk

I, Lisa Sherrick, Assistant City Clerk of the City of West Covina, do hereby certify the foregoing Ordinance, being Ordinance No. 2463, was introduced at the December 17, 2019 regular Council meeting and adopted at a regular meeting of the City Council on January 7, 2020, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

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Lisa Sherrick  
Assistant City Clerk

**ORDINANCE NO. 2467**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AMENDING ARTICLE II OF CHAPTER 10 OF THE WEST COVINA MUNICIPAL CODE TO ADOPT BY REFERENCE THE 2019 CALIFORNIA FIRE CODE, WHICH ADOPTS BY REFERENCE THE 2018 INTERNATIONAL FIRE CODE; AND MAKING AMENDMENTS THERETO**

**WHEREAS**, the California Building Standards Commission recently published the 2019 California Building Standards Code, which includes the 2019 California Fire Code (the “2019 Fire Code”); and

**WHEREAS**, the 2019 Fire Code will be effective on January 1, 2020; and

**WHEREAS**, Section 17958.5 of the California Health and Safety Code permits the City to make changes or modifications to the 2019 Fire Code, which incorporates by reference the 2018 International Fire Code with California amendments, as codified within the 2019 Fire Code, as such changes are reasonably necessary because of local climatic, geographical or topographical conditions; and

**WHEREAS**, Section 13143.5 of the Health and Safety Code permits the City, by ordinance to make changes or modifications to the 2019 Fire Code that are more stringent than the requirements published in the 2019 Fire Code, relating to fire and panic safety; and

**WHEREAS**, Sections 13143.5 and 17958.7 of the Health and Safety Code require the City, prior to adopting the ordinance, to make express findings that the adopted standards are reasonably necessary because of local climatic, geological or topographical conditions; and

**WHEREAS**, the findings and local amendments apply to all occupancy classifications, unless specified otherwise; and

**WHEREAS**, the City Council of the City of West Covina finds that the modifications to the 2019 Fire Code are reasonably necessary due to the following local climatic, geological, and topographical conditions:

1. The City of West Covina has a semi-arid climate with a history of extended periods of draught, and frequent hot, dry winds (Santa Ana Winds) which compounds the increased risk of the spread of wild- and structure-fires.

2. The City of West Covina contains areas of unique geological and topographical features such as steep slopes, non-cohesive soils, expansive soils, and areas subject to landslide or liquefaction.

**WHEREAS**, the City Council, in accordance with the requirements of Government Code section 50022.3, conducted a public hearing on January 7, 2020 to consider the adoption of this Ordinance, which adopts by reference the 2019 Fire Code.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1:** The City Council finds that all of the recitals set forth herein are true and correct.

**SECTION 2:** The City Council makes and adopts as findings the facts and conclusions set forth in the recitals of this Ordinance and, for the reasons set forth in the recitals, finds that the modifications to the 2019 California Fire Code are reasonably necessary due to local climatic, geological, or topographical conditions.

**SECTION 3:** Article II of Chapter 10 of the West Covina Municipal Code is hereby amended as follows:

(a) Section 10-20 of Article II of Chapter 10 of the West Covina Municipal Code shall be amended to read as follows :

Section 10-20. – Adopted.

Except as otherwise provided in this article, the City Council of the City of West Covina hereby adopts by reference for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain Code known as the 2019 California Fire Code, which adopts by reference the 2018 International Fire Code, published by the International Code Council, including appendix chapters with errata. In the event of any conflict or ambiguity between any provision contained in such codes set forth above, and any amendment thereto contained in this article or other provision of the Municipal Code, the amendment or addition shall control.

One (1) complete copy of the 2019 California Fire Code, with errata and supplements and one (1) complete copy of the 2018 International Fire Code shall be at all times maintained by the city clerk for use and examination by the public.

(b) Section 10-21 of Article II of Chapter 10 of the West Covina Municipal Code shall be amended to read as follows:

Section 10-21. - Establishment and duties of bureau of fire prevention.

(a) The California Fire Code, 2019 Edition, including all indices and appendices shall be enforced by the bureau of fire prevention in the fire department of the City of West Covina which is hereby established and which shall be operated under the supervision of the chief of the fire department.

(b) The fire marshal in charge of the bureau of fire prevention shall be appointed by the chief of the fire department on the basis of examination to determine his or her qualifications.

(c) The chief of the fire department may recommend to the city council of the City of West Covina the employment of technical inspectors, who, when such authorization is made, shall be selected through an examination to determine their fitness for the position. The examination shall be open to members and/or non-members of the fire department, and appointments made after examination shall be for an indefinite term with removal only for cause.

(c) Section 10-22 shall be deleted in its entirety and replaced as follows:

“Section 10-22. - Reserved.”

(d) Section 10-27 of Article II of Chapter 10 of the West Covina Municipal Code shall be amended to read as follows:

Section 10-27. - Amendments made to the California Fire Code.

The California Fire Code, 2019 Edition, as renumbered and adopted under section 10-20 of this chapter, is hereby amended as follows:

Section 1.1.4 – Appendices – is hereby amended as follows:

Subsection 1.1.4.1 is hereby added to read: “Adopted Appendices – The City of West Covina hereby adopts Appendices A, B, BB, C, CC, D, E, F, G, H, I, K, M, N, and O in their entirety as contained within the 2019 California Fire Code.”

Section 102 – Applicability – is hereby adopted in its entirety.

Section 103 – Department of Fire Prevention – is hereby adopted in its entirety.

Section 104 – General Authority and Responsibilities – is hereby adopted in its entirety and shall be further amended as follows:

Subsection 104.10 Fire Investigations

The fire chief, assistant chief, fire marshal, deputy fire marshal, fire protection specialist, captain, engineer, firefighter and firefighter/paramedic shall have the authority to investigate the origin, cause and circumstance of any fire, explosion or other hazardous condition. While performing these duties, the listed officers and members of the fire department, if meeting the definition of “peace officer” as outlined in California Penal Code section 830.37, shall have the power to arrest any person without warrant whenever they have reasonable cause to believe that the person has violated any provision of this chapter in their presence. Those persons certified as “Fire Investigators” shall also have peace officer powers under Penal Code section 830.37.

Section 105.6 is hereby amended to add Sections 105.6.5.1(a) through Sections 105.6.5.1(e) to read as follows:

Section 105.6.5.1 Christmas Tree Sales Lots

All temporary, outdoor lots for the display and sale of Christmas trees are required to have a permit and shall be located, maintained, and operated subject to the following provisions:

105.6.5.1(a) Permits

All applications for permits shall be made in writing, filed with the city, and shall state the name of the applicant, his or her address, and the location of the proposed Christmas tree lot. The application shall be accompanied by a clearance from the fire chief as to fire regulations and by a clearance from the department of building and safety as to the proposed electrical



installation, if any, and additionally, by clearance from the engineering department for review of location in relation to possible interruption of traffic.

- All permits must be posted in a conspicuous place.
- Fires in barbeques or in metal drums or other containers require a special permit that is to be obtained from the fire department.

#### 105.6.5.1(b) Fire Protection

There shall be maintained in each premises or display area where Christmas trees are sold or offered for sale, at least two (2) fire extinguishers with a minimum rating of 2A. No extinguisher shall be more than seventy-five (75) feet travel distance from any tree on display or in storage.

#### 105.6.5.1(c) Tents or Canopies on Christmas Tree Lots

A separate permit shall be obtained from the fire department for all tents, canopies and temporary membrane structures and they shall meet all requirements of Chapter 31 of the California Fire Code. All tents, canopies and temporary membrane structures shall be made of flameproof materials or rendered flame retardant by an approved process.

#### 105.6.5.1(d) Display

Christmas trees shall not be sold or displayed indoors or under covered, outdoor walkways of buildings or shopping centers unless the walkway is protected by an approved automatic fire sprinkler system, or the display is specifically approved by the fire chief.

#### 105.6.5.1(e) Lot Closure

Christmas trees shall be removed and the debris cleared no later than ten (10) days after the last day of sale. A fee, as established by resolution of the city council, shall be posted for each lot with the license collector at the time of issuance of the permit. This fee will be returned if the debris is cleared and the lot is removed within the stated time, otherwise the fee will be used to defray the cost of cleanup and will not be returned.

Chapter 3 is hereby adopted in its entirety, except as amended below:

Section 304.1.2 is amended to read as follows:

#### Section 304.1.2 Vegetation

Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises.

Vegetation clearance requirements for all residential front, rear and side yards including slopes shall be maintained, by the owner or occupant, free and clear of all flammable and combustible vegetation for a distance of 100 feet or to their property line, whichever is closest.

A minimum clearance of 10 feet shall be maintained between all roads and all dry grass, weeds, vegetation and other combustible material.

A minimum clearance of 10 feet shall be maintained between any tree or portion of a tree from the outlet of a chimney or stovepipe.

All roofs of any structure shall be maintained free of leaves, needles or other dead vegetative growth.

It shall be unlawful for any person to deposit any grass, weeds, brush, debris, trash or other waste material upon any vacant lot or parcel of ground within the City.

A new sub-section 304.1.2(a) - High Fire Hazard Designation - shall be added and shall read as follows:

The City of West Covina hereby adopts the most recent County of Los Angeles High Fire Hazard Zone Map to identify and designate high fire hazard areas within city limits.

Section 503 – Fire Department Access Roads - is hereby added and adopted as part of this Code and shall be amended as follows:

Section 503.3 is amended to read as follows:

#### Section 503.3 Markings or Postings of Fire Apparatus Access Roads

When required by the fire code official, approved signs or other approved notices shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Signs or notices shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility. Those areas determined to be "Fire Lanes" shall be posted in accordance to the standards set forth by the West Covina Engineering Department per the requirements of the West Covina Municipal Code, Section 22-188.

Section 503.4 is amended to read as follows:

#### Section 503.4 Obstruction or Blocking of Fire Apparatus Access Roads

The required width of a fire apparatus access road shall not be obstructed in any manner, including via the parking of vehicles. Minimum required width and clearances established under Section 503.2.1 shall be maintained at all times.

Entrances to roads, trails or other access ways, which have been closed with gates and barriers in accordance with Section 503.5.1 and 503.2.2, shall not be obstructed by parked vehicles. In addition, any person excavating or working upon any street, alley, public thoroughfare, or fire apparatus access road and by reason thereof, or for any other reason, causes the same to be blocked or made impassable, shall notify the fire code official of the fire department at the time such work is started and upon completion thereof.

Section 503.5.1 and Section 503.6 are hereby amended to read as follows:

#### Sections 503.5.1 and Section 503.6 - Security Gates and Building Security Access

All security gates shall be operable by the fire department by way of an emergency entry system approved by the fire chief.

All security access systems on building entrances or openings used for emergency access shall be operated by the fire department by way of a card reader, which will accept a fire department master key card. At the discretion of the fire chief or fire code official, an approved key box or a radio operated control system may be required as a substitute, or in addition to, the emergency key card entry system.

Section 505.1 is amended to read as follows:

#### Section 505.1 Address Numbers

New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches high, for residential homes, with a minimum stroke width of 0.5 inch.

Numbers for commercial or industrial buildings shall be a minimum of 8 inches high, located near to top corner of the structure facing the street. Any building which exceeds a setback of greater than 50' but does not exceed 100' from the curb face must have a minimum of 10 inch numbers. Any building which exceeds a setback of greater than 100' but does not exceed 200' from the curb face must have a minimum of 12 inch numbers.

Section 507.3 and Appendix B are amended as follows:

A new Subsection 507.3.1 – Fire Flow Minimum Requirement – shall be added to read as follows:

Water mains and piping supplying fire hydrants shall not be of a size less than that specified by applicable, adopted Standards, and installation shall be accompanied by hydraulic calculations supporting the size of piping installed. Underground piping shall be capable of supplying a minimum of 1000 gallons per minute, at a residual pressure of at least 20 psi.

Chapter 9 – Fire Protection Systems – is adopted in its entirety with the following deletions and amendments:

Section 901.2 is hereby deleted in its entirety.

Section 901.4 is amended to read as follows:

#### Section 901.4 Installation

Fire protection systems shall be maintained in accordance with the original installation standards for that system. Required systems shall be extended, altered or augmented as necessary to maintain and continue protection whenever a building is altered, remodeled or added to. Alterations to fire protection systems shall be done in accordance with applicable, adopted Standards.

All new fire protection systems shall be designed, installed and maintained in accordance with applicable, adopted Standards of the National Fire Protection Association.

Two new sub-sections, 901.4.4(a) and 901.4.4(b), shall be added to read as follows:

Section 901.4.4.1 In Group R occupancies, when a fire sprinkler system is designed and installed under the NFPA 13D or 13R Standards, additional areas may require fire sprinklers at the discretion of the fire official. These areas may include, but not be limited to, areas such as closets or bathrooms under stairways; special water heater enclosures; accessible attic or storage spaces, basements and similar areas.

Section 901.4.4.2 In Group R occupancies with a combined fire/domestic service installed, a main control valve, identified by signage, shall be installed before the tee split to the domestic piping, in addition to a domestic-only control valve. The main control valve shall be clearly identified, be readily accessible, and shall be ready for use without requiring a tool or wrench to operate. A separate fire-only control valve shall not be allowed.

Section 901.6.1 is amended to read as follows:

#### Section 901.6.1 Standards

Fire protection systems shall be inspected, tested and maintained in accordance with the referenced Standards listed in Table 901.6.1.

The design, installation, inspection and maintenance of all automatic fire sprinkler systems shall meet the requirements of the 2016 Editions of the National Fire Protection Association (NFPA) Standards 13, 13R, 13D and 25, as applicable.

Section 903.2 is hereby amended to read as follows:

#### Section 903.2 Fire Sprinkler Systems - Where Required

Approved automatic sprinkler systems shall be provided in specific buildings, occupancies and structures as follows:

- (1) New Buildings – Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.19 of this Code, an automatic fire extinguishing system shall be installed in all new structures when the total building area, as defined in Section 202, exceeds five thousand (5,000) square feet or is more than two stories in height, regardless of fire or allowable areas.

Exception: Subject to the approval of the fire code official, open parking garages, in accord with Section 406.5 of the California Building Code.

- (2) Existing Buildings:

Notwithstanding any applicable provisions of this Code, an automatic fire sprinkler system shall be provided in any existing building upon occurrence of any of the following:

- (a) In any existing building after the completion of any major alteration or addition which will exceed five thousand (5,000) square feet in floor area;
- (b) In any existing building where an addition or additions exceeds twenty-five (25) percent of the existing floor area as of January 1, 1990 or five thousand (5,000) square feet, whichever is less, and the existing building is over five thousand (5,000) square feet;

- (c) When the value of alterations or repairs to an existing building, which is five thousand (5,000) or more square feet, exceeds twenty-five (25) percent of the value of the building in any twelve (12) month period.

Exception: In any existing one and two family dwelling, fire sprinklers will be required where an addition of one thousand (1,000) square feet or more is added, where an addition or creation of a habitable floor level above or below the existing level of exit discharge takes place, or when alterations are made which affect fifty (50) percent or more of the structural or roof framing.

“Major Alterations or Repairs” is defined as alterations or repairs requiring building permits to an existing building or structure of five thousand (5,000) square feet or more where the project valuation cost equals to or exceeds twenty five (25) percent of the current fair market value of said building or structure.

Section 903.2.3 is hereby amended as follows:

The following exceptions in the California Fire Code shall NOT be permitted:

- a) Exception in Section 903.2.3
- b) Exception in Section 903.2.11.3

A new Subsection 903.3.5.3 is hereby added to read as follows:

Section 903.3.5.3 – Hydraulically calculated systems. The design of hydraulically calculated fire sprinkler systems shall not exceed ninety (90) percent of the water supply capacity.

Section 903.4.2 is hereby amended as follows:

A new Subsection 903.4.2.1 is hereby added to read as follows:

Section 903.4.2.1 – At the discretion of the fire official, at least one interior audible alarm device, connected to the fire sprinkler flow switch, may be required for residential occupancies and individual commercial tenant spaces where it is determined that the exterior audible device may not provide adequate occupant notification in the event of a fire.

Section 5608 is amended to read as follows:

#### Section 5608.2 - Permit Required

The city council may permit any person, licensed by the State fire marshal, to conduct a public display of fireworks, and for that purpose to use and discharge fireworks at such times and such places in the city as the city council may fix and establish, provided that a written application for a permit to do so is filed with the chief of the fire department of the city at least fifteen (15) days in advance of the date of the display. It shall be the duty of the chief of the fire department to whom the application for a permit is made to make an investigation and submit a report of his or her findings and recommendations for or against reasons therefore, to the city council. The city council shall have the power in its discretion to grant or deny the permit. If the permit is granted, the applicant shall furnish the city with a certificate of insurance in adequate amount, which shall also contain a clause holding the city harmless from any damage or injury resulting from granting the permit.



Section 5609 is hereby amended to read as follows:

Subsection 5609.2 – Sale and Retail Display – shall be added and shall read as follows:

No person shall construct a retail display nor offer for sale any explosives, explosive materials or fireworks upon any highway, street, sidewalk, public or private property, or from any occupancy within the city.

The sale, use and discharge of fireworks, including those classified as “Safe and Sane” is prohibited within the City of West Covina limits.

Chapter 80 shall be amended as follows :

(1) Revise NFPA 13D, Section 7.6, as follows:

7.6 Local waterflow alarms shall be provided on all sprinkler systems.

(2) Revise NFPA 13D, Section 8.3.5. and 8.3.5.1, as follows:

8.3.5 Sprinklers shall not be required in attics without storage or other concealed spaces that are not used or intended for living purposes.

8.3.5.1 (*Replace Wording*) When fuel-fired equipment is present in the attic, at least one quick-response, intermediate temperature sprinkler shall be installed above the equipment.

(3) Delete in entirety NFPA 13D Sections 8.3.5.1.1 and 8.3.5.1.2.

(4) Revise NFPA 13D, Section 8.3.9, as follows:

8.3.9 Sprinklers shall be installed in any closet or combustible enclosure containing heating and/or air conditioning equipment, washers and/or dryers, or water heaters.

**SECTION 4: Severability.** If any section, subsection, clause or phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of all other provisions of this Ordinance. The City Council of West Covina hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause and phrase or portion thereof, irrespective of the fact that any one or more of the sections, subsections, sentences, clauses, or phrases or portions thereof be declared invalid or unconstitutional.

**SECTION 5: Effective Date.** This Ordinance shall become effective 30 days after its adoption.

**SECTION 6: Publication.** The City Clerk shall certify to the adoption of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

**SECTION 7: Certified Copy.** The City Clerk shall file a certified copy of this Ordinance with the California Building Standards Commission.

**ATTACHMENT NO. 2**

**PASSED, APPROVED AND ADOPTED** this 7<sup>th</sup> day of January, 2020.

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Tony Wu  
Mayor

**APPROVED AS TO FORM**

**ATTEST**

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Thomas P. Duarte  
City Attorney

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Lisa Sherrick  
Assistant City Clerk

I, Lisa Sherrick, Assistant City Clerk of the City of West Covina, do hereby certify the foregoing Ordinance, being Ordinance No. 2467, was introduced at the December 17, 2019 regular Council meeting and adopted at a regular meeting of the City Council on January 7, 2020, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

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Lisa Sherrick  
Assistant City Clerk