



**CITY OF WEST COVINA**

**CITY COUNCIL/SUCCESSOR AGENCY**

**SEPTEMBER 15, 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**

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20, suspending certain requirements of the Brown Act relating to the conduct of public meetings. Pursuant to the Executive Orders, Council Members may attend City Council meetings telephonically and the City Council is not required to make available a physical location from which members of the public may observe the meeting and offer public comment.

On June 18, 2020, the California Department of Public Health issued guidance mandating that people in California wear cloth face coverings in specified circumstances, including when they are inside, or in line to enter, any indoor public space.

Due to the ongoing COVID-19 emergency and pursuant to State and County public health directives, the City Council Chambers will have limited seating available on a first-come, first-served basis for members of the public to attend and participate in the City Council meeting in person. All persons attending the meeting are required to wear cloth face coverings and observe social distancing protocols.

Members of the public may also watch City Council the meeting live on the City's website at: <https://www.westcovina.org/departments/city-clerk/agendas-and-meetings/current-meetings-and-agendas> under the "Watch Live" tab or through the West Covina City YouTube channel at [www.westcovina.org/LIVE](https://www.westcovina.org/LIVE).

If you are experiencing symptoms such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, or sore throat, the City requests that you participate in the meeting from home by watching the meeting live via the links set forth above.

**REMOTE PUBLIC PARTICIPATION:** In lieu of attending the meeting in person, members of the public can submit public comments via email or address the City Council by telephone using the methods described below.

**EMAILED PUBLIC COMMENT.** Members of the public can submit public comments to the City Clerk via e-mail at [City\\_Clerk@westcovina.org](mailto:City_Clerk@westcovina.org). The subject line should specify either “Oral Communications or Public Hearing – 9/15/2020”. Please include your full name and address in your e-mail. All emails received by 4:00 P.M. on the day of the Council meeting will be posted to the City’s website under “Current Meetings and Agendas” and provided to the City Council prior to the meeting. No comments will be read out loud during the meeting. All comments received will be made part of the official public record of the meeting.

**TELEPHONIC ACCESSIBILITY.** Members of the public that wish to address the Council by telephone during Oral Communications or a public hearing may contact the City Clerk by email [City\\_Clerk@westcovina.org](mailto:City_Clerk@westcovina.org) or by telephone (626) 939-8433 by 5:30 P.M. on the day of the Council meeting for instructions regarding addressing the City Council by telephone during the meeting.

**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 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, SEPTEMBER 15, 2020, 7:00 PM  
REGULAR MEETING**

## **INVOCATION**

Led by Chaplain Kelly Dupee from Faith Community Church

## **PLEDGE OF ALLEGIANCE**

Led by Councilman Johnson

## **ROLL CALL**

## **REPORTING OUT FROM CLOSED SESSION**

## **PRESENTATIONS**

- National Fire Prevention Week – October 4-10, 2020
- Recognition of Award Winners of "Film It West Covina":
  - 1st Place: Joleen Jimenez & Angel Kuo
  - 2nd Place: Moises Vera
  - 3rd Place: Wei Xiong
- Recognition of "Film It West Covina" Committee Members:
  - Carlos Acosta
  - Lauren Aquino
  - Michael Flowers
  - Julianne Juarez
  - Letty Lopez-Viado
  - Stephany Luevano
  - Brad Manning
  - Mary "Happy" Price

## **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.*

## **CITY MANAGER'S REPORT**

*City Manager's report on current City projects.*

## **CONSENT CALENDAR**

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

## **APPROVAL OF MEETING MINUTES**

- 1) **SEPTEMBER 1, 2020 CITY COUNCIL/SUCCESSOR AGENCY CLOSED SESSION MEETING MINUTES  
SEPTEMBER 1, 2020 CITY COUNCIL/SUCCESSOR AGENCY REGULAR SESSION MEETING MINUTES  
SEPTEMBER 1, 2020 CITY COUNCIL/SUCCESSOR AGENCY SPECIAL CLOSED SESSION MEETING MINUTES**

It is recommended that the City Council approve the September 1, 2020, Closed Session Meeting Minutes, the September 1, 2020, Special Closed Session Meeting Minutes, and the September 1, 2020, Regular Session Meeting Minutes.

## **INVESTMENT REPORT**

- 2) **CONSIDERATION OF INVESTMENT REPORT FOR THE MONTH ENDED JULY 31, 2020**

It is recommended that the City Council receive and file the Investment Report for the month ended July 31, 2020.

## **CITY MANAGER'S OFFICE**

- 3) **CONSIDERATION OF CANCELLING THE NOVEMBER 3, 2020 AND JANUARY 1, 2021 CITY COUNCIL MEETINGS**

It is recommended that the City Council cancel the November 3, 2020 and January 1, 2021 City Council Meetings.

- 4) **CONSIDERATION OF RESOLUTION NO. 2020-96 EXTENDING THE LOCAL EMERGENCY DECLARATION**

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

**RESOLUTION NO. 2020-96 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, DETERMINING THE NEED TO FURTHER CONTINUE THE LOCAL EMERGENCY PROCLAIMED ON MARCH 16, 2020 AND PREVIOUSLY CONTINUED ON APRIL 7, 2020, MAY 5, 2020, JUNE 2, 2020, JUNE 23, 2020, JULY 21, 2020 AND AUGUST 18, 2020.**

- 5) **CONSIDERATION OF RATIFICATION OF EMERGENCY PURCHASE OF COUNCIL CHAMBERS AUDIO SYSTEM UTILIZING PEG FUNDS**

It is recommended that the City Council ratify the emergency purchase of the new City Council Chambers audio system from Key Code Media, Inc., in the amount of \$75,210.38, utilizing funds from the public, educational and governmental (PEG) fund (Account No. 205.80.7001.7900).

## **COMMUNITY DEVELOPMENT**

### **6) CONSIDERATION OF THE AUGUST 11, 2020 TRAFFIC COMMITTEE MEETING MINUTES AND RECOMMENDATIONS**

It is recommended that the City Council approve the Traffic Committee Meeting Minutes and Traffic Committee recommendations from the August 11, 2020 Traffic Committee Meeting for the following item:

#### **1. Parking Conditions Review on Hooper Drive East of Hills Drive**

- a. **Request:** The City received inquiries from residents to review the parking conditions along Hooper Drive east of Hills Drive adjacent to the undeveloped area due to vehicles loitering along the segment. The West Covina Police Department also confirmed that they have received various complaints about this location.
- b. **Review Standard:** The CAMUTCD Section 2B.46. Parking, Standing, and Stopping Signs (R7 and R8 Series) states the following: “No Parking Anytime – Parking should be prohibited at locations where the prohibition is necessary to accommodate other activities and objectives, such as street sweeping, snow removal, **public safety** or preferential parking” and that “The NO PARKING ANY TIME with arrow (R28(CA)) or without arrow (R26(CA)) signs may be used to inform motorists of a parking prohibition at a specific location.”
- c. **Recommendation:** It was unanimously recommended to install No Parking signs along the segment to serve as a productive countermeasure to improve public safety by deterring loitering along this segment of Hooper Drive per the CAMUTCD which includes the installation of two signs on both sides of the segment indicating the “No Parking” limits.

### **7) CONSIDERATION OF PLANNING CONSULTANT ON-CALL SERVICES LIST**

It is recommended that the City Council take the following actions:

1. Approve MIG, Inc. and Joyce Parker Bozylinski, AICP for on-call planning consultant services. The cost of these services shall be paid by project applicants through a reimbursement agreement.
2. Authorize the City Manager to negotiate and execute a Professional Services Agreement with MIG, Inc. and Joyce Parker Bozylinski, AICP for on-call planning consulting services for a two-year period, commencing September 16, 2020 and ending September 15, 2022, with a possible two-year extension contingent upon satisfactory performance and City Manager approval.

### **8) CONSIDERATION OF A QUITCLAIM DEED FOR PARTIAL RELEASE OF FORMER WEST COVINA REDEVELOPMENT AGENCY INTERESTS AT THE MARKETPLACE AT THE LAKES TO ZELMEN WEST COVINA PARTNERS**

It is recommended that they City Council, acting as the Successor Agency to the former West Covina Redevelopment Agency (Agency), approve a quitclaim deed to remove partial Agency interest at the Marketplace at the Lakes by adopting the following resolution:

**RESOLUTION NO. 2020-97 - RESOLUTION OF THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF WEST COVINA APPROVING AND DIRECTING EXECUTION AND RECORDING OF A QUITCLAIM DEED (ZELMAN GROUP PARTNERS/LAKES MARKETPLACE)**

**FIRE DEPARTMENT**

**9) CONSIDERATION OF THE PURCHASE OF PPE; TESTING, REPAIR, AND MAINTENANCE OF SELF-CONTAINED BREATHING APPARATUS AND AIR/LIGHT UNIT; AND PURCHASE AND INSTALLATION OF FIRE STATION RADIO COMMUNICATIONS EQUIPMENT**

It is recommended that the City Council take the following actions:

1. Authorize a purchase order with Municipal Emergency Services, totaling \$297,823.98, for the purchase of structural personal protective equipment (PPE), structural PPE boots, wildland PPE helmets, and wildland PPE pants; and
2. Authorize a purchase order with Curtis Tools for Heroes, totaling \$16,948.41, for the purchase of wildland turnout jackets; and
3. Authorize a purchase order with Allstar Fire Equipment, Inc., totaling \$8,327.49, for the purchase of firefighting gloves and firefighting flash hoods; and
4. Authorize a purchase order with Extreme Safety, Inc., totaling \$56,375.48, for the testing, repair, and maintenance of self-contained breathing apparatus (SCBA) and the purchase of twenty (20) SCBA masks; and
5. Authorize a purchase order with Compressed Air Specialists, Inc., totaling \$9,387.85, for the testing, repair, and maintenance of the Fire Department's 2002 Freightliner Air/Light unit; and
6. Authorize a purchase order with COMMLine, Inc., totaling \$45,970.00, for the purchase and installation of the Fire Department fire stations alerting communications equipment; and
7. Authorize the City Manager to execute any documents necessary in connection with the purchases; and
8. Appropriate funds from the General Fund Reserves to Uniforms (Account No. 110.32.3210.6011) to Equipment M & R (Account No. 110.32.3210.6330) to Other Vehicles Sublet Repairs (Account No. 110.3210.6329), and to Other Supplies/Materials (Account No. 110.32.3210.6270); and
9. Adopt the following resolution:

**RESOLUTION NO. 2020-95 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021 (PPE, SCBA'S AND EQUIPMENT FOR THE FIRE DEPARTMENT)**

**PUBLIC SERVICES**

**10) CONSIDERATION OF MEMORANDUM OF AGREEMENT WITH SAN GABRIEL VALLEY COUNCIL OF GOVERNMENT FOR HOMELESS PROGRAMS**

It is recommended that the City Council:

1. Authorize the City's participation in the San Gabriel Valley Council of Governments homelessness programs;
2. Authorize the City Manager to negotiate and execute a Memorandum of Agreement between the City of West Covina and the San Gabriel Valley Council of Governments, in a form approved by the City Attorney;
3. Authorize the City Manager to negotiate and execute related documents; and
4. Adopt the following Resolution:

**RESOLUTION NO. 2020-98 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021 (COG)**

**END OF CONSENT CALENDAR**

**DEPARTMENTAL REGULAR MATTERS**

**COMMUNITY DEVELOPMENT**

**11) CODE ENFORCEMENT DIVISION UPDATE**

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

**POLICE DEPARTMENT**

**12) POLICE DEPARTMENT UPDATE**

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

**PUBLIC SERVICES**

**13) DISTANCE LEARNING CENTERS FOR STUDENTS OF SCHOOLS WITHIN THE CITY**

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

**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

10/06/2020

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.