



CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

**DECEMBER 17, 2024, 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 Ollie Cantos
Councilwoman Rosario Diaz
Councilman Brian Gutierrez**

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

AMERICANS WITH DISABILITIES ACT

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

AGENDA MATERIAL

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

NOTICE

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

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

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

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

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

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

RULES OF DECORUM

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

AGENDA

CITY OF WEST COVINA CITY COUNCIL/SUCCESSOR AGENCY

**TUESDAY DECEMBER 17, 2024, 7:00 PM
REGULAR MEETING**

INVOCATION

Led by Pastor Kelly Dupee from West Covina Police Department

PLEDGE OF ALLEGIANCE

Led by Mayor Pro Tem Lopez-Viado

ROLL CALL

REPORTING OUT FROM CLOSED SESSION

PRESENTATIONS

- Grace Napolitano Final Legislative Update - Video
- Emma Ousterhout - Sports League Update
- Chinese American Association of West Covina - Presentation of Donations
 - Hollencrest Middle School
 - Ballet Folklorico
- Resolution of Commendation for Retired Fire Captain Todd Smith
- Resolution of Commendation for Police Chief Richard Bell

CITY MANAGER'S REPORT

City Manager's report on current City projects.

ORAL COMMUNICATIONS - Five (5) minutes per speaker

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

CONSENT CALENDAR

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

APPROVAL OF MEETING MINUTES

- 1) **CONSIDERATION OF APPROVAL OF THE DECEMBER 3, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR SESSION MEETING MINUTES AND THE DECEMBER 3, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR CLOSED SESSION MEETING MINUTES.**

That the Council approve the December 3, 2024, City Council/Successor Agency Regular Session Meeting Minutes and the December 3, 2024, City Council/Successor Agency Regular Closed Session Meeting Minutes.

CITY MANAGER'S OFFICE

2) CONSIDERATION OF MAYORAL APPOINTMENT OF CITY COUNCIL MEMBER REPRESENTATIVES TO VARIOUS ADVISORY BOARDS AND COMMITTEES

Staff recommends that the City Council adopt the following resolution:

RESOLUTION NO. 2024-10 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, CONFIRMING APPOINTMENTS OF COUNCIL MEMBERS TO SERVE ON VARIOUS ADVISORY BOARDS AND COMMITTEES

FINANCE DEPARTMENT

3) CONSIDERATION OF APPROVAL AND TRANSMITTAL OF AN ADMINISTRATIVE BUDGET AND A RECOGNIZED OBLIGATION PAYMENT SCHEDULE (“ROPS”) FOR THE PERIOD OF JULY 1, 2025 THROUGH JUNE 30, 2026 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. 2024-71 – 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, 2025 THROUGH JUNE 30, 2026

4) CONSIDERATION OF INCREASE IN HOURLY RATES FOR LIMITED SERVICE COMPENSATION SCHEDULE TO REFLECT INCREASE IN STATE HOURLY MINIMUM WAGE EFFECTIVE JANUARY 1, 2025

It is recommended that the City Council:

1. Approve wage adjustments to limited services positions to bring them into compliance with the State’s minimum wage requirement effective January 1, 2025; and
2. Adopt the following Resolution:

RESOLUTION NO. 2024-69 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AMENDING THE LIMITED SERVICE COMPENSATION SCHEDULE FOR CONSISTENCY WITH STATE LAW

END OF CONSENT CALENDAR

MAYOR/COUNCILMEMBERS REPORTS

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

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

CITY COUNCIL REQUESTS FOR REPORTS, STUDIES OR INVESTIGATION

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

CITY COUNCIL COMMENTS

ADJOURNMENT

Next Tentative City Council Meeting

Regular Meeting

January 7, 2025

7:00 PM

RULES OF DECORUM

The following are excerpts from the West Covina Municipal Code:

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

- a. Each person addressing the council shall step up to the rostrum, shall give his or her name and city of residence in an audible tone of voice for the record and unless further time is granted by the council, shall limit his or her address to five (5) minutes.
- b. The city council may establish a limit on the duration of oral communications.
- c. All remarks shall be addressed to the council as a body and not to any member thereof. No person, other than the council and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the council, without the permission of the presiding officer. No question shall be asked of a councilmember except through the presiding officer.
- d. The presiding officer may require any person to be sworn as a witness before addressing the council on any subject. Any such person who, having taken an oath that he or she will testify truthfully, willfully and contrary to such oath states as true any material matter which he knows to be false may be held to answer criminally and subject to the penalty prescribed for perjury by the provisions of the Penal Code of the state.

Sec. 2-50. Decorum--Required.

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

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

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

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

The following are excerpts from the Penal Code

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

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



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: December 17, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: CONSIDERATION OF APPROVAL OF THE DECEMBER 3, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR SESSION MEETING MINUTES AND THE DECEMBER 3, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR CLOSED SESSION MEETING MINUTES.

RECOMMENDATION:

That the Council approve the December 3, 2024, City Council/Successor Agency Regular Session Meeting Minutes and the December 3, 2024, City Council/Successor Agency Regular Closed Session Meeting Minutes.

Prepared by: Lisa Sherrick, Assistant City Clerk

Attachments

Attachment No. 1 - 12/03/2024 Closed Session Minutes Draft

Attachment No. 2 - 12/03/2024 Regular Session Minutes Draft

CITY COUNCIL GOALS & OBJECTIVES: Enhance City Image and Effectiveness



CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

DECEMBER 3, 2024, 6:00 PM
REGULAR MEETING - CLOSED SESSION

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

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

MINUTES

CALL TO ORDER

A Regular Session Meeting was called to order by Mayor Calderón Tabatabai on Tuesday, November 19, 2024, at 6:00 p.m., in the Management Resource Center, 1444 West Garvey Avenue South, West Covina, California.

ROLL CALL

Council Members

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

City Staff: Paulina Morales, City Manager, Roxanne Lerma, Assistant City Manager, Thomas Duarte, City Attorney, Stephanie Sikkema, Finance Director, Peter Nguyen, Libert Cassidy Whitmore, Glen Raphael, Carl Warren & Company.

PUBLIC COMMENTS ON ITEMS ON THE AGENDA

None

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to Government Code § 54956.9(d)(2)
Number of Cases: One (1)

2. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code § 54957.6

City Negotiators: Morales, Duarte

Employee Organizations

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

ADJOURNMENT

REPORTING OUT

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

-THIS SECTION INTENTIONALLY LEFT BLANK-

ADJOURNMENT

A motion to adjourn the Regular Closed Meeting was made by Mayor Calderón Tabatabai, and the meeting was adjourned at 6:50 p.m. The next regularly scheduled Regular Closed City Council Meeting will be held on Tuesday, December 17, 2024, at 6:00 p.m. in the Management Resource Center 3rd Floor, 1444 West Garvey Avenue South, West Covina, California.

Submitted By:

Lisa Sherrick
Assistant City Clerk

Tony Wu
Mayor



CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

**DECEMBER 3, 2024, 7:00 PM
REGULAR MEETING**

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

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

MINUTES

INVOCATION

Led by Pastor Mason Okubo from Immanuel First Lutheran

PLEDGE OF ALLEGIANCE

Led by Mayor Pro Tem Wu

ROLL CALL

Council Members

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

REPORTING OUT FROM CLOSED SESSION

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

PRESENTATIONS

None

CITY MANAGER'S REPORT

City Manager's report on current City projects.

ORAL COMMUNICATIONS - Five (5) minutes per speaker

John Shewmaker

R. Robinson

Jerri Potras

Mario Sobalvarro

Matthew

Ray Vargas Jr.

Mr. G

CONSENT CALENDAR

ACTION: Motion by Councilwoman Diaz and Second by Councilman Cantos, 5-0 to: Approve Consent Calendar Items 1-4

APPROVAL OF MEETING MINUTES

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

Carried 5-0 to: approve the November 19, 2024, City Council/Successor Agency Regular Session Meeting Minutes and the November 19, 2024, City Council/Successor Agency Regular Closed Session Meeting Minutes.

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

2) CONSIDERATION OF AN ORDINANCE AMENDING PURCHASING PROCEDURES

Carried 5-0 to: adopt the following ordinance:

ORDINANCE NO. 2524 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AMENDING DIVISION 2 (PURCHASING PROCEDURES) OF ARTICLE VII (PURCHASES AND SALES) OF CHAPTER 2 (ADMINISTRATION) OF THE WEST COVINA MUNICIPAL CODE

CITY MANAGER'S OFFICE

3) CONSIDERATION OF FIRST AMENDMENT TO OPERATING AGREEMENT AND MEMORANDUM OF AGREEMENT REGARDING EXERCISE OF SECOND OPTION TO EXTEND SUBLEASE FOR PARKING FACILITIES AT THE LAKES AT WEST COVINA

Carried 5-0 to: authorize the City Manager to execute:

1. The First Amendment to the Operating Agreement for a Portion of the Parking Facilities with CIP 2014/SG Covina Owner LLC (CIP), to renew and extend the term of the Agreement through May 14, 2028.
2. The Memorandum of Agreement Regarding Exercise of Second Option to Extend Sublease of Parking Facilities at the Lakes at West Covina with CIP 2014/SG Covina Owner LLC, extending the term of the Sublease through July 31, 2028.

POLICE DEPARTMENT

4) CONSIDERATION OF EXPENDITURES OF FISCAL YEAR 2024-25 SUPPLEMENTAL LAW ENFORCEMENT SERVICES ACCOUNT FUNDS

Carried 5-0 to: approve using Fiscal Year (FY) 2024-25 Supplemental Law Enforcement Services Account (SLESA) funds totaling \$168,488 for the frontline law enforcement supply and services items list in the staff report.

END OF CONSENT CALENDAR

MAYOR/COUNCILMEMBERS REPORTS

- Councilman Cantos mentioned that there are grants available from the California Earthquake Authority to reinforce houses. Councilman Cantos asked the community to let him know if there are areas where they would like crossing guards.

CITY COUNCIL REQUESTS FOR REPORTS, STUDIES OR INVESTIGATION

- Councilman Cantos request staff go through the series of complains regarding trees and provide a response to complaints that have not been responded to. There was no objection.
- Councilman Cantos also requested a presentation from the Police Department to show ongoing efforts to promote public safety and how the community can provide input so residents and business can feel safe.
- Councilwoman Lopez-Viado requested Code Enforcement provide a presentation to Council on everything they do including what is done to offset police and fire personnel. There was no objection.
- Mayor Pro Tem asked staff to make sure the website is up to date. There was no objection.

CITY COUNCIL COMMENTS

- Mayor Pro Tem Wu and Councilwoman Lopez-Viado provided remarks to Mayor Calderón Tabatabai.

ADJOURNMENT

A motion to adjourn the Regular Meeting was made at 7:46 PM The next regularly scheduled Regular City Council Meeting will be held on Tuesday, December 17, 2024, at 7:00 p.m. in the Council Chambers, 1444 West Garvey Avenue South, West Covina, California.

Lisa Sherrick
Assistant City Clerk

Tony Wu
Mayor



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: December 17, 2024

TO: Mayor and City Council

FROM:

**SUBJECT: CONSIDERATION OF MAYORAL APPOINTMENT OF CITY COUNCIL MEMBER
REPRESENTATIVES TO VARIOUS ADVISORY BOARDS AND COMMITTEES**

RECOMMENDATION:

Staff recommends that the City Council adopt the following resolution:

**RESOLUTION NO. 2024-10 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST
COVINA, CALIFORNIA, CONFIRMING APPOINTMENTS OF COUNCIL MEMBERS TO SERVE
ON VARIOUS ADVISORY BOARDS AND COMMITTEES**

BACKGROUND:

The City of West Covina is a member of various organizations dedicated to serving the interests of local government in the region, in the State of California, and in the nation. West Covina is also a member of a number of joint powers agencies and other entities, which require an appointment of a member to their governing bodies.

Participation in these activities is significantly important to the City, in that the policies and decisions of these bodies may directly affect the interests of the City. A brief description of the committees and boards, including any stipends associated with serving on such committees and boards, is contained in Attachment No. 2. Stipends, meeting times, and meeting locations are subject to change by the individual agencies.

Section 5-b of the City Council Standing Rules provides: "It shall be the prerogative of the Mayor, taking into consideration relative length of Council service, individual Council Member preference and equivalency, to assign individual Council Members to various committees." Each year, the Mayor assigns Council Members to serve on various advisory boards and committees, as necessary, and such assignments are subject to confirmation by the City Council as a whole.

DISCUSSION:

Below is a list of the advisory boards/committees:

- Audit Committee
- City/School Cooperative Committee
- Community Service Group
- Foothill Transit Board
- Hurst Ranch

- Los Angeles County City Selection Committee
- San Gabriel Valley Council of Governments
- Sanitation District Board
- Southern California Association of Governments
- San Gabriel Valley Mosquito and Vector Control District

Mayor Wu has announced his appointments to the above-listed advisory boards and committees for confirmation by the City Council. Exhibit A of Resolution 2024-75 contains the list of appointees and alternates.

The Mayor typically makes appointments to these advisory boards and committees on an annual basis. However, pursuant to California Health and Safety Code section 2024, the term of office for a Member of the Board of Trustees for the San Gabriel Valley Mosquito and Vector Control District is for a term of either two years or four years, at the discretion of the appointing authority. As outlined in Exhibit A, Mayor Wu is appointing Council Member Diaz to the Board of Trustees for a four-year term, which will begin January 1, 2025 and end December 31, 2028.

LEGAL REVIEW:

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

OPTIONS:

The City Council has the following options:

1. Adopt the resolution;
2. Provide alternative direction.

Prepared by: Lisa Sherrick, Assistant City Clerk

Attachments

Attachment No. 1 - Resolution No. 2024-75

Attachment No. 2 - Committee Descriptions

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

RESOLUTION NO. 2024-75

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WEST COVINA, CALIFORNIA, CONFIRMING
APPOINTMENTS OF COUNCIL MEMBERS TO SERVE ON
VARIOUS ADVISORY BOARDS AND COMMITTEES**

The City Council of the City of West Covina hereby finds and declares as follows:

WHEREAS, the City of West Covina participates in various local and regional advisory boards and committees that benefit the City's interests; and

WHEREAS, pursuant to the City Council's Standing Rules, the Mayor annually assigns City Council Members to serve as members and alternates to such advisory boards and committees; and

WHEREAS, the City Council desires to confirm the appointments of Council Members to serve on such boards and committees.

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

SECTION 1. The City Council hereby confirms the appointments set forth in the attached Exhibit A.

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

SECTION 3. The City Clerk shall transmit certified copies of this resolution as required.

APPROVED AND ADOPTED this 17th day of December, 2024.

Tony Wu
Mayor

APPROVED AS TO FORM

ATTEST

Thomas P. Duarte
City Attorney

Lisa Sherrick
Assistant City Clerk

I, LISA SHERRICK, Assistant City Clerk of the City of West Covina, California, do hereby certify that the foregoing Resolution No. 2024-75 was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof held on the 17th day of December, 2024, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lisa Sherrick
Assistant City Clerk

EXHIBIT A

COUNCIL LIAISON APPOINTMENTS

**CITY OF WEST COVINA
2025 COUNCIL LIAISON APPOINTMENTS TO
ADVISORY BOARDS AND COMMITTEES**

ORGANIZATION	CONTACT INFORMATION/MEETING LOCATION	MEETING DATE AND TIME	REPRESENTATIVE	ALTERNATE
Audit Committee - No stipend issued. - Both Positions are Representatives - Form 700 filing required	West Covina City Hall/MRC	At least annually, with additional meetings as needed	Gutierrez, Cantos	None
City/School Cooperative Committee - No stipend issued. - Both Positions are Representatives - No 700 filing required	West Covina City Hall/MRC	Day TBD in May and October, 4:30 p.m.	Gutierrez, Wu	None
Community Service Group - No stipend issued. - Both Positions are Representatives - No 700 filing required		Every other month, on the third Wednesday of the month	Diaz, Cantos	None
Foothill Transit Board \$150 stipend per meeting - Form 700 filing required	100 S. Vincent Ave., Suite 200 West Covina, CA 91790 Main No.: (626) 967-3147 Contact Person: Christina Lopez (626) 931-7204 clopez@foothilltransit.org	As needed and for annual meeting in May	Gutierrez	Diaz
Hurst Ranch - No stipend issued. - Both Positions are Representatives - No 700 filing required	1227 S. Orange Ave. West Covina, CA 91790 Main No.: (626) 962-8056	Last Monday of the month, 10:00 a.m.	Lopez-Viado, Diaz	None

Los Angeles County City Selection Committee No stipend issued	Meetings held at different locations.	As needed	Wu (Mayor automatic appointment)	Lopez-Viado
San Gabriel Valley Council of Governments (SGV COG) \$75 stipend per month regardless of the number of meetings - Form 700 filing required - AB 1234 filing required	1000 S. Fremont Ave., Unit 42 Alhambra, CA 91803 Main No. (626) 457-1800 Contact Person: Stefanie Hernandez sgv@sgvcog.org Meeting Location: Upper SGV Muni. Water 602 E. Huntington Drive Monrovia, CA 91016	Third Thursday of the month, 4:00 p.m.	Wu	Lopez-Viado
San Gabriel Valley Mosquito and Vector Control District \$100 stipend per month regardless of the number of meetings.	1145 N. Azusa Canyon Rd. West Covina, CA 91790 Main No.: (626) 814-9466 Fax No.: (626) 337-5686 Contact Person: Jerry Mireles jmireles@sgvmosquito.org	Second Friday of the month, 7:00 a.m.	Diaz (4 year term, commencing January 1, 2025 and ending December 31, 2028)	None

Sanitation District Board • \$125 stipend per meeting. NOTE: West Covina falls within three districts, therefore, the City's liaison attends 3 district meetings for \$375 • Form 700 filing required • AB 1234 filing required	Sanitation Districts of Los Angeles County 1955 Workman Mill Road Whittier, CA 90601 Main No.: (562) 908-4288 Fax: (562) 908-4278 Contact Person: Michael Hsu, Ext. 1112	Fourth Wednesday of the month, 1:30 p.m.	Wu (Mayor automatic appointment) District 15, 21, 22	Lopez-Viado
Southern California Association of Governments (SCAG) • Form 700 filing required • AB 1234 filing required	818 W. Seventh St., 12th Floor Los Angeles, CA 90017 Main No.: (213) 236-1800 Contact Person: Tess Rey rey@scag.ca.gov	Annual Regional Conference in May	Cantos	Gutierrez

City Council Liaison Board and Committee Descriptions

1. Audit Committee

Established in 2015, the Audit Committee's purpose is to assist the City Council in discharging its responsibilities for ensuring financial stability and monitoring the implementation of the corrective actions identified in the City's Financial Recovery Plan.

Stipend: None

2. City/School Cooperative Committee

Meets with the various school districts serving West Covina to address mutual needs and concerns facing the City or school districts.

Stipend: None

3. Community Service Group

The Community Service Group meets quarterly with various service groups and non-profit organizations in the City of West Covina, in an effort to bring together many of the civic and volunteer organizations in the community to promote, partner, educate, sharing resources and combine efforts to benefit the West Covina community. Group also works together on the City's Annual Community Service Day.

Stipend: None

4. Foothill Transit Board

Foothill Transit was established in 1988 as a public / private partnership that annually serves over 17 million passengers in the San Gabriel and Pomona Valleys, operates 36 fixed-route local, express and rail-feeder lines, and covers 327 square miles. Foothill Transit's Governing Board is divided into Four Clusters, with the City of West Covina represented in Cluster 2 with the cities of Azusa, Baldwin Park, Covina, Glendora, and Irwindale. Those selected by the City, serve on the Governing Board and meet annually or as needed.

In addition, Foothill Transit has an Executive Board that is governed by five members, with four members elected by each cluster, and a fifth member appointed by the Los Angeles County Board of Supervisors. Committee provides oversight of Foothill Transits operations and provides recommendations on improving bus service to the valleys. Governing Board has an annual meeting in May and meets as needed. Executive Board Members are selected by the Governing Board, and meet the last Friday of each month.

Stipend: Governing Board receives \$150 per meeting.

5. Hurst Ranch

According to Article IV of the Hurst Ranch Historical Foundation Articles of Incorporation, the City Council is to designate two Councilmembers to sit on the Hurst Ranch Historical Foundation Board of Directors, and be responsible for overseeing the investments of the Foundation.

Stipend: None

6. Los Angeles County City Selection Committee

The Mayor serves on this Committee that appoints City representatives to such boards, commissions and agencies as may be required by law; i.e., LAFCO, South Coast Air Quality Management District, Los Angeles County Metropolitan Transportation Authority, Los Angeles County Hazardous Waste Management Advisory Committee; and to nominate for appointment members to the California Coastal Commission.

Stipend: None

7. San Gabriel Valley Council of Governments

Coalition of cities from the San Gabriel Valley seeking the San Gabriel Valley's "fair share" of scarce Federal, State and Local resources by fostering consensus among cities in the San Gabriel Valley regarding policies and programs that address issues relating to land use, air quality, transportation, solid waste, and other matters deemed essential to our cities.

Stipend: \$75 per month regardless of the number of meetings.

8. San Gabriel Valley Mosquito and Vector Control District

Assists cities in managing or eliminating mosquito breeding areas, and responding to complaints about mosquitoes or mosquito-like insects (i.e. bees) in the District. There is no alternate for this Committee. Liaison is appointed to serve a two-year or a four-year term, at the discretion of the appointing authority.

Stipend: \$100 travel reimbursement.

9. Sanitation District Board

The Los Angeles County Sanitation Districts (Districts) are a confederation of independent special districts serving the wastewater and solid waste management needs of Los Angeles County. The Board of Directors consists of the mayor of each city served.

Stipend: \$125 per meeting. West Covina falls within three districts, therefore, our liaison attends threedistrict meetings for \$375 (per meeting).

10. Southern California Association of Governments (SCAG)

Serves as the functioning Metropolitan Planning Organization for six counties: Los Angeles, Orange, San Bernardino, Riverside, Ventura and Imperial. The SCAG is mandated by the federal government to research and draw up plans for transportation, growth management, hazardous waste management, and air quality. City of West Covina is allowed to select a representative and alternate to attend the Annual General Assembly Meeting. To serve on the various policy committees, a Councilmember needs to be selected and confirmed by the San Gabriel Valley Council of Governments. Stipends are paid if a Councilmember is selected to serve on a policy committee.

Stipend: None



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: December 17, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: CONSIDERATION OF APPROVAL AND TRANSMITTAL OF AN ADMINISTRATIVE BUDGET AND A RECOGNIZED OBLIGATION PAYMENT SCHEDULE ("ROPS") FOR THE PERIOD OF JULY 1, 2025 THROUGH JUNE 30, 2026 FOR THE SUCCESSOR AGENCY TO THE FORMER WEST COVINA REDEVELOPMENT AGENCY

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. 2024-71 – 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, 2025 THROUGH JUNE 30, 2026

BACKGROUND:

In accordance with Health and Safety Code Section 34177(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, costs 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 (Exhibit A) lists all amounts that will be paid for the period of July 1, 2025 through June 30, 2026. 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, 2025. 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. The administrative budget for the Successor Agency for the period of July 1, 2025 through June 30, 2026 can be found in Exhibit B. 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.

The total amount of funding requested for enforceable obligations from the Redevelopment Property Tax Trust Fund (RPTTF) on ROPS 25-26 is \$19,520,236 and includes many of the same items that have been previously approved by DOF. Of this, \$17,491,977 has previously been denied by the DOF; however, staff continues to pursue these reimbursements for the City (Sales Tax Reimbursement Agreement (#26) and City/Successor Agency Loan for litigation expenses (#76), among others). A total of \$2,028,259 is anticipated to be approved.

LEGAL REVIEW:

Successor Agency Counsel has reviewed and approved the resolution as to form.

Prepared by: Stephanie Sikkema, Finance Director

Fiscal Impact**FISCAL IMPACT:**

The total amount of funding requested for enforceable obligations from the Redevelopment Property Tax Trust Fund (RPTTF) on ROPS 25-26 is \$19,520,236 and includes many of the same items that have been previously approved by DOF.

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.

Attachments

Attachment No. 1 - Successor Agency Resolution No. 2024-71

Exhibit A - Recognized Obligation Payment Schedule for July 1, 2025 through June 30, 2026

Exhibit B - Successor Agency Administrative Budget for July 1, 2025 through June 30, 2026

CITY COUNCIL GOALS & OBJECTIVES: Maintain and Enhance City Facilities and Infrastructure
Achieve Fiscal Sustainability and Financial Stability

RESOLUTION NO. 2024-71

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, 2025 THROUGH JUNE 30, 2026

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, has five consolidated oversight boards each encompassing the five supervisorial districts; and

WHEREAS, Health and Safety Code section 34177(o)(1) requires that the ROPS for the period from July 1, 2025 to June 30, 2026 be submitted after oversight board approval to the State of California Department of Finance and the Los Angeles County Auditor-Controller by February 1, 2025; 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, 2025 – June 30, 2026 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 Budget.

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 this 17th day of December, 2024.

Tony Wu
Chair

APPROVED AS TO FORM:

ATTEST:

Thomas P. Duarte
Counsel

Lisa Sherrick
Secretary

I, LISA SHERRICK, Secretary of the Successor Agency to the former West Covina Redevelopment Agency, do hereby certify that the foregoing Resolution No. 2024-71 was duly adopted by the West Covina City Council, acting as Successor Agency to the former West Covina Redevelopment Agency, at a regular meeting thereof held on the 17th day of December, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lisa Sherrick
Secretary

Recognized Obligation Payment Schedule (ROPS 25-26) - Summary
Filed for the July 1, 2025 through June 30, 2026 Period

Successor Agency: West Covina

County: Los Angeles

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	25-26A Total (July - December)	25-26B Total (January - June)	ROPS 25-26 Total
A Enforceable Obligations Funded as Follows (B+C+D)	\$ -	\$ -	\$ -
B Bond Proceeds	-	-	-
C Reserve Balance	-	-	-
D Other Funds	-	-	-
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)	\$ 18,013,428	\$ 1,506,808	\$ 19,520,236
F RPTTF	17,873,978	1,367,358	19,241,336
G Administrative RPTTF	139,450	139,450	278,900
H Current Period Enforceable Obligations (A+E)	\$ 18,013,428	\$ 1,506,808	\$ 19,520,236

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 25-26) - ROPS Detail
July 1, 2025 through June 30, 2026

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 25-26 Total	ROPS 25-26A (Jul - Dec)					25-26A Total	ROPS 25-26B (Jan - Jun)					25-26B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
								\$32,438,661		\$19,520,236	\$-	\$-	\$-	\$17,873,978	\$139,450	\$18,013,428	\$-	\$-	\$-	\$1,367,358	\$139,450	\$1,506,808
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	11,445,000	N	\$1,429,802	-	-	-	329,901	-	\$329,901	-	-	-	1,099,901	-	\$1,099,901
10	CSS - CFD	Remediation	10/19/2004	10/19/2054	Coastal Sage Scrub CFD	CFD Assessment	Merged	100,000	N	\$100,000	-	-	-	50,000	-	\$50,000	-	-	-	50,000	-	\$50,000
11	Repay County Loan	Third-Party Loans	06/19/1990	08/20/2021	County of Los Angeles	Repay Loan of Deferred Tax Increment	Merged	4,838,823	N	\$4,838,823	-	-	-	4,838,823	-	\$4,838,823	-	-	-	-	-	\$-
12	SA Administrative Budget	Admin Costs	01/01/2014	06/30/2018	SA staff, Various	Administration for both project areas	Merged	278,900	N	\$278,900	-	-	-	-	139,450	\$139,450	-	-	-	-	139,450	\$139,450
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	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
21	Successor Agency Legal Services	Legal	06/30/2016	06/30/2018	Jones & Mayer	Successor Agency Legal Services	Merged	-	Y	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
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	728,141	N	\$728,141	-	-	-	728,141	-	\$728,141	-	-	-	-	-	\$-
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	728,141	N	\$728,141	-	-	-	728,141	-	\$728,141	-	-	-	-	-	\$-
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	728,141	N	\$728,141	-	-	-	728,141	-	\$728,141	-	-	-	-	-	\$-
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	\$7,050,992	-	-	-	7,050,992	-	\$7,050,992	-	-	-	-	-	\$-
45	1998 - 2006 Bonds	Fees	04/01/1998	09/01/2030	US Bank/ BNY	Bond Fiscal Agent & Liquity Prov Fees	Merged	8,000	N	\$8,000	-	-	-	-	-	\$-	-	-	-	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	-	-	-	-	-	\$-

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 25-26 Total	ROPS 25-26A (Jul - Dec)					25-26A Total	ROPS 25-26B (Jan - Jun)					25-26B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
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	200	N	\$200	-	-	-	100	-	\$100	-	-	-	100	-	\$100
67	Project Administrative Costs	Project Management Costs	09/27/2011	06/30/2018	Various	Project specific related costs for environmental land use consulting for BKK Landfill	Merged	-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
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	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
117	Bond Disclosure	Fees	07/01/2015	06/30/2018	Various	Bond Disclosure costs		2,000	N	\$2,000	-	-	-	-	-	\$-	-	-	-	2,000	-	\$2,000
119	Interim Arbitrage Report	Fees	07/01/2015	06/30/2018	Various	Interim Arbitrage Report		2,000	N	\$2,000	-	-	-	2,000	-	\$2,000	-	-	-	-	-	\$-
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		3,109,084	N	\$205,857	-	-	-	-	-	\$-	-	-	-	205,857	-	\$205,857
141	2017 Tax Allocation Refunding Bonds	Fees	02/07/2017	09/01/2030	US Bank	Trustee Fees		1,500	N	\$1,500	-	-	-	-	-	\$-	-	-	-	1,500	-	\$1,500
144	Anticipated/ Existing Litigation	Litigation	06/30/2020	06/30/2021	Jones & Mayer & Various	Enforcement of contractual obligations and rights under a 2006 agreement.		-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-

West Covina
Recognized Obligation Payment Schedule (ROPS 25-26) - Notes
July 1, 2025 through June 30, 2026

Item #	Notes/Comments
3	
10	
11	
12	
13	
21	This item has been retired.
23	
24	
25	
26	
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117	
119	
140	Series 2017A retires 6/1/2025
141	
144	

**Successor Agency To The West Covina Redevelopment Agency
Recognized Obligation Payment Schedule (ROPS 25-26)
Administrative Budget
July 1, 2025 through June 30, 2026 Period**

	<u>Annual Amount</u>	<u>Jul - Dec 2025</u>	<u>Jan - Jun 2026</u>
Salaries & Benefits	<u>\$ 98,000</u>	<u>\$ 49,000</u>	<u>\$ 49,000</u>
Maintenance & Operations			
Consultants	86,500	43,250	43,250
Audit Fees	1,500	750	750
Legal Fees	41,200	20,600	20,600
Overhead	51,700	25,850	25,850
Subtotal Maintenance & Operations	<u>\$ 180,900</u>	<u>\$ 90,450</u>	<u>\$ 90,450</u>
Total Budget	<u>\$ 278,900</u>	<u>\$ 139,450</u>	<u>\$ 139,450</u>



AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: December 17, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

**SUBJECT: CONSIDERATION OF INCREASE IN HOURLY RATES FOR LIMITED SERVICE
COMPENSATION SCHEDULE TO REFLECT INCREASE IN STATE HOURLY
MINIMUM WAGE EFFECTIVE JANUARY 1, 2025**

RECOMMENDATION:

It is recommended that the City Council:

1. Approve wage adjustments to limited services positions to bring them into compliance with the State's minimum wage requirement effective January 1, 2025; and
2. Adopt the following Resolution:

**RESOLUTION NO. 2024-69 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST
COVINA, CALIFORNIA, AMENDING THE LIMITED SERVICE COMPENSATION SCHEDULE
FOR CONSISTENCY WITH STATE LAW**

BACKGROUND:

On April 4, 2016, Governor Jerry Brown signed SB 3 (Leno, Chapter 4), which gradually raised the State minimum wage. As of January 1, 2024, the State minimum wage is increased annually for inflation based on the national Consumer Price Index (CPI). The annual inflationary increases are capped at 3.5% regardless of the CPI in any given year. California's minimum wage will increase to \$16.50 per hour for all employers on January 1, 2025.

DISCUSSION:

Effective January 1, 2025, the State minimum wage will increase from \$16.00 per hour to \$16.50 per hour - a 3.13 percent increase. Due to this increase, seven (7) classifications within the City's Limited Service Compensation Schedule (i.e., part-time position schedule) will fall below the State's \$16.50 minimum wage requirement and must be adjusted accordingly. Additionally, six (6) classifications also need adjusting due to compaction.

LEGAL REVIEW:

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

Prepared by: Maria-Luisa Olea, Assistant Finance Director

Fiscal Impact

FISCAL IMPACT:

As of November 2024, there are 58 employees in the proposed classification salary changes. The cost to cover the mid-year minimum wage adjustments is approximately \$25,000, which can be absorbed within the Fiscal Year 2024-2025 budget. Therefore, there is no impact to the City's General Fund.

Attachments

Attachment No. 1 - Resolution No. 2024-69

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

RESOLUTION NO. 2024-69

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WEST COVINA, CALIFORNIA, AMENDING THE LIMITED
SERVICE COMPENSATION SCHEDULE FOR
CONSISTENCY WITH STATE LAW**

The City Council of the City of West Covina hereby finds and declares as follows:

WHEREAS, on December 19, 2023, the City Council adopted Resolution No. 2023-111, amending the Limited Service Compensation Schedule and repealing Resolution No. 2022-63; and

WHEREAS, the State minimum wage will increase to \$16.50 per hour effective January 1, 2025; and

WHEREAS, the City of West Covina is required to comply with such law by ensuring City employees are paid at the level established; and

WHEREAS, the State minimum wage impacts the current hourly wage for the following seven (7) classifications: Cable TV Production Assistant, Day Care Teacher, Food Services Worker, Intern, Maintenance Assistant, Office Aide I, and Recreation Leader; and

WHEREAS, due to compaction, the State minimum wage impacts the current hourly wage for the following six (6) classifications: Assistant Cook, Day Care Director, Office Aide II, Office Aide III, Police Cadet, and Recreation Site Coordinator; and

WHEREAS, the City Council desires to amend the Limited Service Compensation Schedule for consistency with State law.

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

SECTION 1. The Limited Service Compensation Schedule is hereby amended as set forth in Appendix A.

SECTION 2. The effective date of the limited service hourly rate adjustment for the Cable TV Production Assistant, Day Care Teacher, Food Services Worker, Intern, Maintenance Assistant, Office Aide I, and Recreation Leader is January 1, 2025. The effective date for the limited service hourly rate adjustment for the Assistant Cook, Day Care Director, Office Aide II, Office Aide III, Police Cadet, and Recreation Site Coordinator classifications will be effective the first available payroll period following January 4, 2025.

SECTION 3. Effective January 1, 2025, the Limited Service Compensation Schedule attached hereto as Appendix A shall supersede and replace the Limited Service Compensation Schedule adopted through Resolution No. 2023-111.

SECTION 4. 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 17th day of December, 2024.

Tony Wu
Mayor

APPROVED AS TO FORM

ATTEST

Thomas P. Duarte
City Attorney

Lisa Sherrick
Assistant City Clerk

I, LISA SHERRICK, ASSISTANT CITY CLERK of the City of West Covina, California, do hereby certify that the foregoing Resolution No. 2024-69 was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof held on the 17th day of December, 2024, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lisa Sherrick
Assistant City Clerk

APPENDIX A

LIMITED SERVICE COMPENSATION SCHEDULE

CITY OF WEST COVINA
LIMITED SERVICE COMPENSATION SCHEDULE
Effective January 1, 2025

CLASSIFICATION	PAY RANGE	HOURLY BASE RATE		
		STEP 1	STEP 2	STEP 3
Assistant Cook	PT05	\$17.98	\$18.88	\$19.82
Cable TV Production Assistant	PT01	\$16.50	\$16.91	\$17.32
Day Care Director	PT11	\$20.36	\$21.38	\$22.45
Day Care Teacher	PT03	\$16.67	\$17.50	\$18.38
Food Services Worker	PT02	\$16.50		\$17.32
Intern	PT09	\$16.50		\$20.00
Maintenance Assistant	PT02	\$16.50		\$17.32
Office Aide I	PT02	\$16.50		\$17.32
Office Aide II	PT04	\$17.65		\$18.53
Office Aide III	PT07	\$18.90		\$19.85
Police Background Investigator	PT13	\$40.00	\$45.00	\$50.00
Police Cadet	PT16	\$18.00	\$18.90	\$19.85
Recreation Leader	PT01	\$16.50	\$16.91	\$17.32
Recreation Site Coordinator	PT06	\$18.05	\$18.95	\$19.90
Auxiliary Safety Reserves				
Police Officer Level III Reserve	PT20			\$25.00
Police Officer Level II Reserve	PT14			\$32.00
Police Officer Level I Reserve	PT15			\$40.00
PD Sergeant Level I Reserve	PT08			\$41.60
PD Lieutenant Level I Reserve	PT10			\$43.26
PD Commander Level I Reserve	PT12			\$45.00