



CITY OF WEST COVINA  
COMMUNITY AND SENIOR SERVICES COMMISSION

TUESDAY, MARCH 12, 2019. 6:00 PM  
REGULAR MEETING

WEST COVINA CITY HALL  
MANAGEMENT RESOURCE CENTER (MRC) ROOM 314  
WEST COVINA, CALIFORNIA 91790

## MINUTES

Chair VACANT

Vice-Chair David Stewart  
Commissioner Steven Bennett  
Commissioner Tam Dinh  
Commissioner Phil Kaufman  
Commissioner Nick Lewis  
Commissioner Gayle Mason  
Commissioner Carole Mullner  
Commissioner Betty Valles  
Commissioner Alfred Williams  
Commissioners Karim Zaklama

### **AMERICANS WITH DISABILITIES ACT**

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### **AGENDA MATERIAL**

Agenda material is available for review at the West Covina City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue 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 Commission 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 during normal business hours.

### **PUBLIC COMMENTS** **ADDRESSING THE COMMUNITY AND SENIOR SERVICES COMMISSION**

Any person wishing to address the Commission 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 Commission Secretary

*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 three (3) minutes per speaker.*

**CALL TO ORDER** by Commissioner Stewart at 6:03 p.m.

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENT PRAYER** by Commissioner Dinh.

**ROLL CALL**

Present: Vice-Chair David Stewart, Commissioner Steven Bennett, Commissioner Tam Dinh, Commissioner Phil Kaufman, Commissioner Nick Lewis, Commissioner Gayle Mason, Commissioner Carole Mullner, Commissioner Betty Valles, Commissioner Alfred Williams, Commissioners Karim Zaklama

Absent: None.

Staff Present: Assistant City Manager/Public Services Director Nikole Bresciani, Public Services Superintendent Mike Cresap, Public Services Manager Kelly McDonald, Administrative Assistant II Deborah Johnston.

**ORAL COMMUNICATIONS** - Three (3) minutes per speaker

Please state your name and city of residence for the record when recognized by the Commission Chair.

None.

**CONSENT CALENDAR**

**APPROVAL OF MEETING MINUTES**

1. January 9, 2019, Community and Senior Services Commission Meeting Minutes.

It is recommended that the Commission approve the January 9, 2019, Community and Senior Services Commission Meeting Minutes.

Motion by Kaufman and second by Lewis to approve the meeting minutes as presented. Motion carried by a vote of 9-0 with 1 abstaining.

AYES: Stewart, Bennett, Dinh, Kaufman, Lewis, Mason, Mullner, Williams, Zaklama.

NOES: None.

ABSENT: None.

ABSTAIN: Valles.

**NEW BUSINESS**

2. Presentation Great Western Park & Playground/PLAYCORE - Presentation by Miles with Great Western Park & Playground.

Discussion was had about the products for various types of parks and exercise equipment that Great Western Park & Playground and PLAYCORE provide to various cities throughout the United States and services provided after the equipment is installed.

3. Public Services Department Organizational Chart.

It is recommended that the Commission receive and file the attached Public Services Department organizational chart. - Presented by Director Bresciani.

Discussion was had about the new re-organization of Community Services Department and Maintenance Division into the newly formed Public Services Department. A question on what that means for the Commission was asked and Director Bresciani stated that the direction of the Commission doesn't change unless the Council chose to give a different direction. At this time, there has been no changes to the direction of the Commission by Council.

4. Volunteer of the Year Program.

It is recommended that the Commission take the following actions:

1. Select an Outstanding Older American, whose name will be forwarded to Los Angeles County for recognition;

Discussion was had on the process as well as the nominees and a selection was made.

Motion by Kaufman to nominate Ken Lund as Outstanding Older American. Second by Mason.  
Motion carries by vote of 8-2.

AYES: Dinh, Kaufman, Lewis, Mason, Mullner, Stewart, Williams, Zaklama.

NOES: Bennet, Valles.

ABSENT: None.

2. Begin sharing the Volunteer of the Year for Community Services and Recreation Services program information with the community, to submit nominations for selection at the May 14, 2019, Community & Senior Services Commission Meeting.

5. 2019-20 Commission Goals.

It is recommended that the Commission adopt the 2019-20 Commission Goals as outlined in the report.

Discussion was had on the staff suggestions in this report to set goals and update or continue the sub committees currently in place. There was a request to reach out to the Council to see what direction they would like the Commission to go in.

Motion by Bennett to do a hybrid of sub committees such as the Community Development Block Grant (CDBG) and Community Improvement Project (CIP) and possibly the Homeless Sub Committees Second by Valles.

Discussion was had.

Amendment to Motion by Bennett to do a hybrid of sub committees to Community Development Block Grant (CDBG), Community Improvement Project (CIP), Homeless and to include whatever Commissioners wish to be involved in these sub committees. Second by Valles.

Discussion was had.

2nd Amendment to Motion by Bennett to do a hybrid of sub committees to Community Development Block Grant (CDBG), Community Improvement Project (CIP), Homeless and to have maximum of 5 Commissioners on each subcommittee. Seconded by Valles.

Discussion was had.

3rd Amendment to Motion by Bennett to retain the sub committees of Community Development Block Grant (CDBG), Community Improvement Project (CIP) and Homelessness with the caveat that the goals will be delayed until after getting clear direction from Council on what they would like the goals of this commission to be. Second by Valles.

Motion passes by a vote of 9-1.

AYES: Bennett, Kaufman, Lewis, Mason, Mullner, Valles, Stewart, Williams, Zaklama

NOES: Dinh

ABSENT: None.

Discussion was had on the goals and how to go forward to approach the Council for direction. Commissioner Zaklama requested that the goals of the Commission include the following:

- I. A Volunteer system within the city that will give incentives and tracking system for citizens to get more awareness within the community to volunteer.
- II. Infrastructure by developing parks to hold special events and maintain these types of activities throughout the community
- III. Homelessness.

These goals are based on his discussions with the citizens of the community whom stated to him that these are the three most important items they believe are needed in the community.

Discussion was had.

## 6. Special Events for 2019

It is recommended that the Commission receive and file this report. - Presented by Director Bresciani.

Discussion was had on upcoming events as well as the adjustment to the fiscal year 2018/19 budget to bring back some special events.

7. Facility Reports for January 2019

It is recommended that the Commission receive and file this report.

Discussion was had and further information requested to be listed on these reports in the future. Requests include, number of shopping carts retrieved monthly, homelessness issues and the participation of the fields by the organized sport leagues.

8. Request by Commissioner Kaufman: Display of bust(s) loaned by the Historical Society of West Covina to the City, for display in public space located at City Hall. - presented by Commissioner Kaufman

Request by The Historical Society of West Covina is to use of a safe location at City Hall to display the Historical Societies bust of the City's first Mayor and other busts they plan to have created in the future.

Discussion was had about where the bust could be displayed in a safe and secure location and still remain available to the public for viewing. This item will be brought back at the next meeting with further information on possible locations to place the display of the bust.

9. Request by Commissioner Lewis: Information regarding possible uses for the City owned parcel located at S. Cameron & East Hills Drive and how the City can utilize this parcel for open space. - Commissioner Lewis requested information on what the parcel is zoned for at S Cameron & East Hills Drive and what uses are available to the city to pursue for this property.

Discussion was had about the parcel, what it is zoned for currently and issues that might arise if the direction was to put a parkette or other types of uses at this location. Direction was given to look further into the uses for this property to see if it could be used as a park or other like uses. This item will be brought back at the next Commission meeting with further information on possible uses for this parcel.

## **AD HOC COMMITTEE REPORTS**

None.

## **COMMISSIONERS REPORTS**

Vice Chair Dave Stewart - Attended the BKK meetings.

Commissioner Steven Bennett - Welcomed new Commissioners.

Commissioner Tam Dinh - Councilwoman Lopez request to mention the film festival. For Junior & High School students to showcase their short films. More information was given and direction to visit the established website for this event was given as [www.westcovinafilmfestival.com](http://www.westcovinafilmfestival.com).

Commissioner Phil Kaufman - Attended Concert Share and the BKK meetings.

Commissioner Nick Lewis - None.

Commissioner Gayle Mason - None.

Commissioner Carole Mullner - None.

Commissioner Betty Valles - None.

Commissioner Alfred Williams - None.

Commissioner Karim Zaklama - None.

## **ITEMS TO BE AGENDIZED**

- Commissioner Kaufman's request that the staff set up a tour of the Pomona's new homeless to help with understanding their process and assist the Homelessness subcommittee and the City with possible options we can do to address the homeless issues in our community. After discussion was had, a decision was made to revisit this request once the sub committees are formed. At that time, the staff will set up a date for the subcommittee to tour the new Pomona homeless shelter.

### **New Items to Agendize:**

- Commissioner Kaufman's requested the Commission recommend the Council send a letter to both the Sheriff & Supervisor Hilda Solis's office that includes a detailed description of the process that Chicago is doing with their county inmate release program to help elevate homelessness with their community.
- Commissioner Zaklama request for an update on special event calendar in conjunction with infrastructure of the parks to hold special events.

### **Old Business Items to Agendize:**

- Update on Commissioner Kaufman request that the Historical Society bust to be displayed at a secure location at City Hall.
- Update on Commissioner Lewis request for an update on uses for the parcel at S. Cameron & East Hills Dr.

## **UPCOMING EVENTS**

- Wednesday, March 13, 2019 - 10:00 a.m. - 1:00 p.m. - St. Patrick's Day Lunch - Cortez Park Community & Senior Center.
- Saturday, Marth 16, 2019 - 12:00 p.m. - 6:00 p.m. - Cherry Blossom Festival - Plaza at West Covina.
- Saturday, April 13, 2019 - 10:00 a.m. - 1:00 p.m. - Easter Eggstravangaza - Del Norte Park & Cortez Park.
- Saturday, April 13, 2019 - 10:00 a.m. - 1:00 p.m. - Easter Eggstravangaza - Del Norte Park & Cortez Park.
- Wednesday, April 17, 2019 - 10:00 a.m. - 1:00 p.m. - Easter Egg Hunt & Lunch - Cortez Park Community & Senior Center.
- Saturday, April 27, 2019 - 9:00 a.m. - 1:00 p.m. - Earth Day/Arbor Day.
- Wednesday, April 24, 2019 - 10:00 a.m. - 1:00 p.m. - Volunteer Recognition Luncheon - Cortez Park Community & Senior Center.
- Wednesday, May 1, 2019 - 10:00 a.m. - 1:00 p.m. - Cinco de Mayo Lunch - Cortez Park Community & Senior Center.
- Thursday, May 2, 2019 5:00 p.m. - Deadline to submit nominations for Volunteer of the Year Awards. Get your submittals in!
- Wednesday, May 8, 2019 - 10:00 a.m. - 1:00 p.m. - Mother's Day Lunch - Cortez Park Community & Senior Center.
- May 11-15, 2019 - National Police Week.

## **ADJOURNMENT** at 8:10 p.m.

Motion by Stewart and second by Lewis.

Motion carried by a vote of 10-0

AYES: Bennett, Dinh, Kaufman, Lewis, Mason, Mullner, Stewart, Valles, Williams, Zaklama.

NOES: None.

ABSENT: None.

2019 Community and Senior Services Commission Meetings

Tuesday, May 14, 2019

Tuesday, July 9, 2019

Tuesday, September 10, 2019