



CITY OF WEST COVINA
COMMUNITY AND SENIOR SERVICES COMMISSION

TUESDAY, SEPTEMBER 10, 2019. 6:00 PM
REGULAR MEETING

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

MINUTES

Chair David Stewart
Vice-Chair Nick Lewis
Commissioner Steven Bennett
Commissioner Paul Blackburn
Commissioner Tam Dinh
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. 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 Chair Stewart at 6:00 p.m.

PLEDGE OF ALLEGIANCE / MOMENT OF SILENT PRAYER by Commissioner Mulner

ROLL CALL

Present: Vice-Chair David Stewart, Commissioner Steven Bennett, Commissioner Paul Blackburn, Commissioner Tam Dinh, Commissioner Nick Lewis, Commissioner Gayle Mason, Commissioner Carole Mullner, Commissioner Alfred Williams, Commissioners Karim Zaklama.

Absent: Commissioner Betty Valles,

Staff Present: 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) May 14, 2019, Community and Senior Services Commission Meeting Minutes.

It is recommended that the Commission approve the May 14, 2019, Community and Senior Services Commission Meeting Minutes.

Motion by Lewis, second by Mason, to approve the meeting minutes as presented. Motion carried by a vote of 9-0 with 1 absent.

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

NOES: None.

ABSENT: Valles.

ABSTAIN: None.

NEW BUSINESS

2) CONSIDERATION TO HOLD MONTHLY MEETINGS OF THE COMMUNITY & SENIOR SERVICES COMMISSION-REQUEST BY COMMISSIONER STEWART.

It is recommended that the Commission provide staff direction on holding monthly meetings verses bi-monthly meetings.

Discussion was had on holding meetings monthly will increase comradery as well as keep the Commissioners up to date on items, reduction of the length of the meeting times, waiver of stipend for additional meetings, possibility of changing the day of the week the meeting will occur, staffing needs, budget and concerns about having additional meetings means less items to discuss.

Request by Stewart to send back to Staff for consideration of the change and report back to Commission the feasibility this request. No action was taken.

3) PROPOSITION 68 FUNDING OPPORTUNITY – Presented by Kelly McDonald

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

Discussion was had about the criteria to apply for these funds. If the funding was a per year funds or a one-time funding, Staff stated it is a one-time funding opportunity. The point process when applying for these funds was discussed by Staff. What points would the State put towards a new project's verses updating a project, if there were preference of new projects vs. updating existing parks. The point system was discussed and when we would know about the funding. It was stated that the City did not apply for these funds because of the criteria stated in the application didn't apply to projects we could do in the city based on the State's standards.

No action was taken on this item.

4) FACILITY USAGE REPORTS FOR MARCH (UPDATED), APRIL AND MAY 2019.

It is recommended that the Commission receive and file these informational reports

Discussion was had about the Mt. SAC class numbers always being the same. Staff stated that the numbers that are provided are from Mt. SAC and we have no oversight of their program as they rent our facility. Request was made to get accurate numbers from them to see if the need for our facilities is warranted or if there are other avenues the City can take that will generate revenue to the city. A request was made for more information on the City Application reporting categories with more detail and breakdown in types reported.

No action was taken on this item.

5) **MEASURE A UPDATE – REQUEST BY COMMISSIONER LEWIS**

It is recommended that the Commission receive and file these informational reports

Discussion was had about projects related to these funds. The balance of the old maintenance funds and how we can use those funds on existing projects. How the City identifies the new projects that these funds can be used for, Staff stated that the Parks Needs Assessment meetings decides which projects the City Staff will submit for funding from Measure A. What the new funds for projects and maintenance fee amount will be in the future, Staff stated that annually we will receive an estimated \$325,000 in project funds and \$75,000 in maintenance funding for new projects, those projects will be submitted based on the Needs Assessment Meetings based on districts in the future. How quickly will the existing maintenance funds and projects related to those be completed, Staff listed the upcoming projects and maintenance.

Motion by Bennett, second by Mullner, to bring back this item with more details on the projects to include the finish date of the projects, detail listing of what was maintained and breakdown of expenditures of maintenance for each project with recommendations of direction to take to use the maintenance fees. Motion carried by a vote of 9-0 with 1 absent.

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

NOES: None.

ABSENT: Valles.

ABSTAIN: None.

CONTINUED BUSINESS

Update on Homeless grant was given by Kelly McDonald at the request of Commissioner Stewart.

Discussion was had on Los Angeles County and City executed agreement (MOU) for Measure H funding. West Covina is the lead city amongst 5 cities partnering to provide services to the homeless population. This agreement is currently with the Attorneys. The City partnered with the City of Azusa, City of Covina, City of Glendora and City of Duarte to apply for a grant and were awarded a portion of the Homeless Grant. These funds will fund a Homeless Coordinator in each city and get homeless persons the services they need and into housing. The City also applied individually for funding and was initially denied however were asked to re-apply and we did so and were awarded additional funding for hotel vouchers. That will be coordinated with the Housing Coordinator when they come on board to provide those services.

AD HOC COMMITTEE REPORTS

None.

COMMISSIONERS REPORTS

Vice Chair Stewart: Attended the National Night out events, Concerts in the park and Special meetings throughout the summer.

Would like Staff to research more about how to make sure that participants at sporting events while cross the streets around park facilities and sports facilities are doing it safely. In particular Cortez park where it as observed that children were crossing without parents a busy street (Citrus), no cross walk available and how we can eliminate accidents occurring related to these types of activities. Be it educate the organizers of the sporting events to remind participants to be safe above all or installation of crosswalks, etc.

Commissioner Bennet: Attended National Night Out, Porto's grand opening,

Commissioner Blackburn: Nothing to report.

Commissioner Dinh: Nothing to report.

Commissioner Lewis: Nothing to report.

Commissioner Mason: Did many things but unable to recall.

Commissioner Mullner: Attended the 4th of July event and enjoyed it and it was not only people friendly but pet friendly for all in attendance.

Commissioner Valles: Absent.

Commissioner Williams: Nothing to report.

Commissioner Zaklama: On August 17, 2019 he provided free dentistry and hosted YWCA participants for the day of fun.

ITEMS TO BE AGENDIZED

Commissioner Bennett – Request to bring a motion request Council request a tree be planted at the Arbor Day in honor and recognition of Commissioner Kaufman.

Commissioner Lewis – Bring a recommendation to the Council to take a proactive role in the COG and request more information from individual cities on how they use funding such as Measure A or H within their cities as well as the Council take more active role in lobbying at the state level to address impacted funding and how the cities are allowed to use them.

Commissioner Lewis – The Commission have more over site of the Public Works Division of the Public Services Department especially that there is no over site or citizen input with committees such as the Traffic Committee

UPCOMING EVENTS

- **Saturday, September 14, 2019, 8:00 a.m. – Heart of the Valley 5K Walk/Run – Plaza at West Covina**
- **Saturday, September 14, 2019, 9:00 a.m. – 1:00 p.m. – Farmers Market – Downtown Glendora Ave**
- **Tuesday, September 17, 2019, 7:00 p.m. – City Council Meeting – City Hall Council Chambers**
- **Friday, September 20, 2019, 6:30 p.m. – The Historical Society of West Covina Monthly Meet & Greet - The Historical Society of West Covina Museum - 336 S Glendora Ave**
- **Saturday, September 21, 2019, 9:00 a.m. – 1:00 p.m. – Used Motor Oil Collection and Free Filter Exchange Event - AutoZone, 1035 E. Amar Road**
- **Saturday, September 21, 2019, 9:00 a.m. – 1:00 p.m. – Farmers Market – Downtown Glendora Ave**
- **Tuesday, September 24, 2019, 7:00 p.m. – Planning Commission Meeting – City Council Chambers**
- **Friday, September 27, 2019, 6-8:30 p.m. - Hawaiian Luau - Cortez Park Community and Senior Center. Admission pre-sale \$15 & \$20 at the door.**
- **Saturday, September 28, 2019, 9:00 a.m. – 1:00 p.m. – Farmers Market – Downtown Glendora Ave**
- **Tuesday, October 1, 2019, 7:00 p.m. – City Council Meeting – City Hall Council Chambers**
- **Saturday, October 5, 2019, 10:00 a.m. - Fire Prevention Week Open House - Fire Station #2 at 2441 E Cortez St.**
- **Saturday, October 5, 2019, 9:00 a.m. – 1:00 p.m. – Farmers Market – Downtown Glendora Ave**
- **Tuesday, October 8, 2019, 7:00 p.m. – Planning Commission Meeting – City Council Chambers**
- **Wednesday, October 9, 2019, 6:30 p.m. – Human Resources Commission Meeting – City Hall 3rd Floor MRC**
- **Saturday, October 12, 2019, 9:00 a.m. – 1:00 p.m. – Free Electronic Waste Collection Event – City Maintenance yard at 825 S Sunset Ave**
- **Saturday, October 12, 2019, 9:00 a.m. – 1:00 p.m. – Farmers Market – Downtown Glendora Ave**
- **Tuesday, October 15, 2019, 7:00 p.m. – City Council Meeting – City Hall Council Chambers**
- **Friday, October 18, 2019, 6:30 p.m. – The Historical Society of West Covina Monthly Meet & Greet - The Historical Society of West Covina Museum - 336 S Glendora Ave**
- **Saturday, October 19, 2019, 7:30 a.m. – Red Ribbon Rally – West Covina High School**
- **Saturday, October 19, 2019, 7:30 a.m. – 11:00 a.m. – 7th Annual West Covina Pumpkin 5k Run/Walk and 1K Fun Obstacle Course Run – Cortez Park Community & Senior Center**
- **Saturday, October 19, 2019, 10:00 a.m. - 2:00 p.m. - Hurst Ranch Harvest Festival, Hurst Ranch Historical Center 1227 S Orange Ave.**
- **Saturday, October 19, 2019, 9:00 a.m. – 1:00 p.m. – Farmers Market – Downtown Glendora Ave**
- **Tuesday, October 22, 2019, 7:00 p.m. – Planning Commission Meeting – City Council Chambers**
- **Saturday, October 26, 2019, 9:00 a.m. – 1:00 p.m. – Farmers Market – Downtown Glendora Ave**
- **Saturday, October 26, 2019, 5:00 – 9:00 p.m. - Festival of Frights - Civic Center Courtyard**
- **Monday, November 11, 2019, 10:00 – 11:00 a.m. - Veterans Day Ceremony - Civic Center Courtyard**

ADJOURNMENT by Commissioner Stewart at 7:29 p.m.

Motion by Lewis, second by Mason, to adjourn. Motion carried by a vote of 9-0.

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

NOES: None.

ABSENT: Valles.

ABSTAIN: None.

2019 Community and Senior Services Commission Meetings

Tuesday, November 12, 2019