



## **CITY OF WEST COVINA**

### **COMMUNITY AND SENIOR SERVICES COMMISSION**

TUESDAY, MAY 9, 2017, 6:00 PM  
REGULAR MEETING

WEST COVINA CITY HALL – MANAGEMENT RESOURCE CENTER  
(MRC) ROOM 314  
1444 W. GARVEY AVENUE SOUTH  
WEST COVINA, CALIFORNIA 91790

### **MINUTES**

**CALL TO ORDER** – Vice-Chair Phil Kaufman called the meeting to order at 6:04 p.m.

**PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE** – Led by Vice Chair Kaufman

#### **ROLL CALL**

Present: Chair Steve Bennett (Arrived at 6:08 p.m.), Vice-Chair Phil Kaufman, Commissioner Luanne Arredondo, Commissioner Steve Cox, Commissioner Tam Dinh, Commissioner Glenn Kennedy, Commissioner Nick Lewis, Commissioner Leticia Lopez

Absent: Commissioner Paul Blackburn, Commissioner David Stewart

Staff present: Deputy City Manager Laura Minnich, Community Services Director Nikole Bresciani, Recreation Superintendent Mike Cresap, Administrative Assistant II Deborah Johnston, Assistant City Clerk Rosalia A. Butler

#### **ORAL COMMUNICATIONS - Five (5) minutes per speaker**

None.

Tuesday, May 9, 2017

## **CONSENT CALENDAR**

### **APPROVAL OF MEETING MINUTES**

**1) January 10, 2017 Regular Community and Senior Services Commission Meeting Minutes**

**March 14, 2017 Regular Community and Senior Services Commission Meeting Minutes**

Motion by Lewis and seconded by Kennedy to approve the meeting minutes as presented. Motion carried by a vote of 7-0 with Bennett, Blackburn and Stewart absent.

AYES: Arredondo, Cox, Dinh, Kennedy, Lewis, Lopez, Kaufman

NOES: None

ABSENT: Blackburn, Stewart, Bennett

### **NEW BUSINESS**

**2) Selection of Chair of the Community and Senior Services Commission**

Motion by Kennedy and seconded by Lewis to nominate and appoint Kaufman as the new Chair to the Community and Senior Services Commission. Motion carried by a vote of 7-0 with Bennett, Blackburn and Stewart absent.

AYES: Arredondo, Cox, Dinh, Kennedy, Lewis, Lopez, Kaufman

NOES: None

ABSENT: Blackburn, Stewart, Bennett

**3) Selection of Vice-Chair of the Community and Senior Services Commission**

Motion by Kennedy and seconded by Kaufman to nominate and appoint Lopez as the new Vice-Chair to the Community and Senior Services Commission. Motion carried by a vote of 7-0 with Bennett, Blackburn and Stewart absent.

AYES: Arredondo, Cox, Dinh, Kennedy, Lewis, Lopez, Kaufman

NOES: None

ABSENT: Blackburn, Stewart, Bennett

**4) Selection of Ad Hoc Committee Members**

The following appointments were made to the various Ad Hoc Committees:

a. Community Development Block Grant Committee – Blackburn, Lewis, Stewart

b. Capital Improvement Project – Arredondo, Kaufman, Lewis, Lopez

c. Senior Sub Committee – Arredondo, Dinh, Kaufman, Stewart

Tuesday, May 9, 2017

- d. Sports Council – Bennett, Kennedy
- e. Youth Council - Dinh

Motion by Bennett and seconded by Lopez to approve the newly appointed positions listed above to the various Ad Hoc Committees. Motion carried by a vote of 8-0 with Blackburn and Stewart absent.

AYES: Arredondo, Bennett, Cox, Dinh, Kennedy, Lewis, Lopez, Kaufman  
NOES: None  
ABSENT: Blackburn, Stewart

**5) Park Needs Assessment & Measure A Update**

Director Bresciani gave an overview of the Park Needs Assessment and an update on the status of Measure A. Director Bresciani stated that Staff attended a meeting with the L.A. County Regional Park and Open Space District and they received an updated timeline and process for 2017-18 M&S Funds disbursement. Discussion was had.

A motion was made by Kaufman and seconded by Lopez to have Staff schedule a tour of all City of West Covina park facilities for all Community and Senior Services Commissioners along with noticing this event as a Special Meeting and also verifying that transportation funds are available for Commissioner use for this event, to assess what the City’s park needs are to better assess the priority items for the assessment. Motion carried by a vote of 7-1 with the following vote:

AYES: Arredondo, Bennett, Cox, Dinh, Lewis, Lopez, Kaufman  
NOES: Kennedy  
ABSENT: Blackburn, Stewart

**6) Measure H Update**

Director Bresciani gave an overview of Measure H.

- 1) The City has met with the County and submitted our executed agreement and the money we stated we would give for the Rapid Rehousing Program to initiate our partnership. West Covina is the first City to contribute funding to this program.
- 2) A total of five (5) persons have currently applied for assistance under the Rapid Rehousing Program within West Covina.
- 3) Discussion was had regarding the homeless count conducted by Los Angeles County and how the Commission can assist with the process. Suggestions were given and noted. Further discussion was had.

Tuesday, May 9, 2017

**7) Mt. SAC Classes**

Director Bresciani gave overview of the programs that Mt. SAC offers at City facilities and updated the Commission on the new ESL courses being offered at Cameron Community Center starting June 26, 2017.

**8) Review of Volunteer of the Year Nominations & Selection**

Director Bresciani presented the applications received.

- 1) Three nominations were received for Community Services. There were no nominations for Receptions Services.
- 2) Outstanding Older American recipient Beverly Bulthuis was announced and will be recognized at a Council Meeting as well as our Volunteer of the Year during a Council meeting in June and at this year's Day at the Fair in September.

Further discussion was had.

A Motion was made by Lewis and seconded by Kennedy to extend the deadline to receive applications, delay the voting on the Volunteer of the Year until the next Commission Meeting, and continue to advertise the program and distribute applications at the Independence Day Celebration to generate more nomination applications for both Community Services Volunteer of the Year as well as Recreation Volunteer of the Year nominations. Motion carried 8-0 by the following vote:

AYES: Arredondo, Bennett, Cox, Dinh, Kennedy, Lewis, Lopez, Kaufman

NOES:

ABSENT: Blackburn, Stewart

**9) Facilities Report – Receive and File**

Community and Senior Services Director Bresciani presented. It was received and filed.

**10) Homeless in Bus Shelters**

Commissioner Kennedy presented. Discussion was had regarding rising concerns on the increased homelessness at bus shelters, the concerns from citizens and how to go about addressing the concerns. Director Bresciani gave an update on bus line activity statistics from Foothill Transit, the process to remove certain shelters and requesting patrol of locations by the Police department which can alleviate citizens' concerns. Further discussion was had.

Motion by Bennett and seconded by Kennedy to request that the Police department increase patrol of bus shelters throughout the City. Motion carried 8-0 by following vote:

AYES: Arredondo, Bennett, Cox, Dinh, Kennedy, Lewis, Lopez, Kaufman

NOES:

ABSENT: Blackburn, Stewart

Tuesday, May 9, 2017

**11) Safe Injection Sites Update**

Director Bresciani gave an update to the Commission on the actions of the Council on April 18, 2017, regarding this matter. The staff report for this meeting was provided. Deputy City Manager Laura Minnich gave a more detailed update to the Commission regarding Council's actions and answered their questions. She also updated them on a motion to pass Resolution 2017-37 at the May 2, 2017 Council Meeting which is in opposition of the legislation. Further discussion was had.

Motion by Bennett and seconded by none to change Commissioners Handbook to clarify Commissioners duties and what is and isn't allowed to do studies on to present to the Council. Motion failed due to no second.

Motion by Lewis and seconded by Bennett to have Council provide clarification on what items the Commission is allowed to discuss or if so necessary to adjust the municipal code accordingly. Motion carried 7-1 by the following vote:

AYES: Arredondo, Bennet, Cox, Dinh, Lewis, Lopez, Kaufman  
NOES: Kennedy  
ABSENT: Blackburn, Stewart

**12) AD HOC Committee Reports**

Nothing to report.

**13) Commissioners Reports**

Arredondo: Visited the Senior Center. Wanted to commend Susie Perez for her programs and assistance she provides to the Seniors at the Center. Requested a copy of the report for the town hall meeting regarding the Police Chief recruitment.

Dinh: Attended Community Service Day and did some improvements at the Taylor house.

Bennett: Attended the town hall meeting regarding the Police Chief recruitment. Also requested copy of report from this meeting. Requested report regarding the Public Works and graffiti information from prior provider vs. City now providing services in-house.

Lopez: Had questions regarding the Homelessness in bus shelters and their rights and/or rules for the removal of abandoned items and the process to do so. Director Bresciani clarified the current regulations for this process.

Kaufman: Attended the town hall meeting as well as the Police Chief's recruitment meeting. Attended Coffee With a Cop and found it to be a good quality program. Community Service Day and assisted with planting drought resistant plants at Del Norte Park. Attended the Arbor Day event and wanted to thank Public Works and Community Services for organizing the event and the honoring of his wife by planting a tree in her honor.

Tuesday, May 9, 2017

**14) Items To Be Agendized**

1. Commissioners Handbook
2. Guidance for Commissioners from City Council
3. Volunteer of the Year Nominations

**ADJOURNMENT**

Motion by Bennett and seconded by Lopez to adjourn the meeting at 7:59 p.m. Motion carried 8-0 by the following vote:

AYES: Arredondo, Bennett, Cox, Dinh, Kennedy, Lewis, Lopez, Kaufman

NOES:

ABSENT: Blackburn, Stewart

Submitted by:

---

Deborah Johnston  
Administrative Assistant II