



**CITY OF WEST COVINA
COMMUNITY AND SENIOR SERVICES COMMISSION**

**TUESDAY, JULY 11, 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 – Chair Phil Kaufman called the meeting to order at 6:03 p.m.

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

ROLL CALL

Present: Chair Phil Kaufman, Vice-Chair Leticia Lopez, Commissioner Luanne Arredondo, Commissioner Steve Bennet (arrived at 6:25 p.m.), Commissioner Paul Blackburn, Commissioner Steve Cox, Commissioner Tam Dinh, Commissioner Glenn Kennedy, Commissioner David Stewart

Absent: Commissioner Nick Lewis,

Staff present: City Manager Chris Freeland, City Attorney Kimberly Hall Barlow, Assistant City Manager/Community Services Director Nikole Bresciani, Community Services Manager Kelly McDonald, Community Services Superintendent Mike Cresap, Administrative Assistant II Deborah Johnston, Administrative Assistant I Stephanie Gonzalez

ORAL COMMUNICATIONS - Five (5) minutes per speaker

None.

CONSENT CALENDAR

APPROVAL OF MEETING MINUTES

1) May 9, 2017 Regular Community and Senior Services Commission Meeting Minutes

Motion by Lopez and second by Arredondo to approve the meeting minutes as presented. Motion carried by a vote of 8-0.

AYES: Arredondo, Cox, Blackburn, Dinh, Kennedy, Stewart, Lopez, Kaufman

NOES: None

ABSENT: Bennet, Lewis

NEW BUSINESS

2) Guidance from Council for Commissioners

Presented by Director Bresciani and turned over to City Attorney Kimberly Hall Barlow to speak on the Brown Act and what could be considered a violation of the Brown Act, as well as what is allowed per the Brown Act. Discussion was had.

No action taken.

CONTINUED BUSINESS

3) Commissioners Handbook and questions for City Attorney & City Manager related to conduct of Commissioners

City Attorney Barlow presented this item and discussion was had regarding making changes to the handbook and what the process is, how the majority of the handbook is really old, and what the process would be to update it to reflect the most current time. Discussion was had on the definition of a Policy verses the Law, when it comes to making changes as a governing body. Discussion was had regarding the last time the handbook was updated. Note: Latest version of handbook was updated in 2016.

No action taken.

4) Volunteer of the Year Nominations Selection – Community Services & Recreation Services

Motion by Bennet and second by Stewart to award two Nominees as an Adult Volunteer of the Year, as well as, a Youth Volunteer of the Year Awardee for Community Services.

Motion carried by a vote of 7-2.

AYES: Arredondo, Bennet, Blackburn, Dinh, Stewart, Lopez, Kaufman

NOES: Cox, Kennedy,
ABSENT: Lewis,

Community Services Adult Awardee: Brad Manning
Motion by Bennet and second by Stewart.
Motion carried by a vote of 7-2.

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

Community Services Youth Awardee: Isabella Johnston

Motion by Bennet and second by Stewart.
Motion carried by a vote of 7-2.

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

Recreation Awardee: Robert Scothorn

Motion by Bennet and second by Blackburn.
Motion carried by a vote of 8-1.

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

5) Special Commission Meeting to Assess Parks

Director Bresciani presented to the Commission the option to call a Special Commission Meeting to assess the park needs throughout the City. Discussion was had on how to gather together and tour all 16 parks.

Motion by Kaufman and second by Bennet to set up our next scheduled Commission Meeting to be a Special Commission Meeting at an earlier time of 5:00 p.m. on September 12, 2017, to meet at City Hall and take a Shuttle to tour each park to assess the needs of each individual park, so the Commission can better understand the priorities each park needs to complete the grant.
Motion carried by a vote of 8-1.

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

6) Facilities Report – Receive and File

AD HOC COMMITTEE REPORT

7) Approval of 2017-2018 CDBG Public Service Funding

Presented by Community Services Manager McDonald. Commissioners Blackburn and Stewart commended McDonald on the presentation at the CDBG ADHOC Committee Meeting. Discussion was had on the process, decisions made on the amount of funding that was awarded to each applicant based on their application.

Motion by Lopez and second by Stewart.
Motion carried by a vote of 7-2.

AYES: Arredondo, Bennet, Blackburn, Dinh, Stewart, Lopez, Kaufman

NOES: Cox, Kennedy

ABSENT: Lewis,

COMMISSIONERS REPORTS

Arredondo visited Senior Center. No CAP or Senior Committee member attended since last meeting.

Paul Blackburn attended the 4th of July Celebration and requested that there be more VIP seating at next 4th of July event. He also stated that the event was a very nice event and he anticipated that the upcoming Concerts in the Park would be nice events as well.

Tam Dinh attended the 4th of July Celebration and stated it was a very nice event.

Glen Kennedy attended the 4th of July Celebration and stated it was a very nice event.

Stewart attended the CDBG ADHOC Committee Meeting and stated the process and presentation was very well presented. Attended the 4th of July Celebration and had some concerns on the price of food, as well as agreed with Blackburn on the VIP seating and the security gate being locked at the end of the event; however, stated that overall the event was nice.

Phil Kaufman attended the 4th of July Celebration, also had concerns on the security gate being locked at end of event, but stated the Fireworks were a nice improvement from prior events and that this one was a nice event. Requested that the Commissioners be better notified of upcoming City events, as he had missed some events he would like to have attended. Stated that there have not been as many grand openings for businesses as there have been in the past. Attended the grand opening of Craft Hill and it was very nice.

ITEMS TO BE AGENDIZED

None

ADJOURNMENT

Motion by Bennet and second by Kennedy to adjourn the meeting at 7:36 p.m.
Motion carried by a vote of 9-0.

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

NOES: None

ABSENT: Lewis,

Submitted by:



Deborah Johnston
Administrative Assistant II