



CITY OF WEST COVINA
COMMUNITY AND SENIOR SERVICES COMMISSION

TUESDAY, MAY 8, 2018, 6:00 PM
REGULAR MEETING

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

MINUTES

Chair Phil Kaufman
Vice-Chair Leticia Lopez
Commissioner Luanne Arredondo
Commissioner Paul Blackburn
Commissioner Steve Cox
Commissioner Tam Dinh
Commissioner Glenn Kennedy
Commissioner Nick Lewis
Commissioner Tanya Pina
Commissioner David Stewart

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.

Tuesday, May 8, 2018

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 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: Commissioner Kaufman at 6:01 p.m.

PLEDGE OF ALLEGIANCE / MOMENT OF SILENT PRAYER : Commissioner Cox

ROLL CALL

Present: Chair Phil Kaufman, Vice-Chair Leticia Lopez, , Commissioner Paul Blackburn, Commissioner Steve Cox, Commissioner Tam Dinh, Commissioner Glenn Kennedy, Commissioner Nick Lewis, Commissioner David Stewart.

Absent: Commissioner Luanne Arredondo, Commissioner Tanya Pina.

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

ORAL COMMUNICATIONS - Five (5) minutes per speaker

None.

CONSENT CALENDAR

APPROVAL OF MEETING MINUTES

1) March 13, 2018 Community and Senior Services Commission Meeting Minutes

Motion by Lopez and second by Lewis to approve the meeting minutes with corrections as presented. Motion carried by a vote of 8-0, 2 absent.

AYES: Blackburn, Cox, Dinh, Kennedy, Lewis, Stewart, Lopez, Kaufman.

NOES: None.

ABSENT: Arredondo, Pina.

NEW BUSINESS

2) Community & Recreation Services Volunteer of the Year Applications Review & Selection

Discussion was had. Suggestion by Commissioner Dinh to update application to include the number of years with the Organization. Director Bresciani agreed and will direct Staff to make the update to the application.

Recreation Services Nominee: Ruby Fournier

Motion by Cox and second by Lewis to nominate Ruby Fournier as Recreation Services Awardee. Motion carried by a vote of 7-1, 2 absent.

AYES: Blackburn, Cox, Dinh, Lewis, Stewart, Lopez, Kaufman

NOES: Kennedy.

ABSENT: Arredondo, Pina.

Recreation Services Nominee: Danielle Warner.

Motion by Kaufman and second by Dinh to nominate Danielle Warner as a second Recreation Services Awardee in absence of an application for Community Services Nominee.

Motion carried by a vote of 7-1, 2 absent.

AYES: Blackburn, Cox, Dinh, Lewis, Stewart, Lopez, Kaufman

NOES: Kennedy.

ABSENT: Arredondo, Pina.

3) Request by Commissioner Cox to provide an update on the Council's decision to allow marijuana cultivation within the city and its effects on the Senior community. – Receive and file – Presented by Director Bresciani.

Discussion was had. No action was taken.

4) Facility Reports for March & April 2018 – Receive and file.

CONTINUED BUSINESS

5) Update of Sports Complex Office Space Available for City Use at Edgewood High School – Receive and file. – Presented by Superintendent Cresap

Superintendent Cresap reached out to Dave Larkin, West Covina Unified School District Project Manager, to confirm the item that was discussed at the previous Commission meeting on March 3, 2018, about the possible space/office at the Sports Complex at Edgewood High School for City and/or Sports Groups use. Superintendent Cresap was told that at this time, the plan does not include use of space by the City or Sports Groups within the City. Discussion was had. No action taken.

- 6) **Update on the Shop Local After School Program** – Receive and file. – Presented by Director Bresciani.

Update of the Shop Local After School Program was provided to the Commission to include, donations received from local businesses, the Districts that are receiving funding, how Districts are using those funds for the individual programs, as well as the City's involvement in the program. Discussion was had. No action was taken.

- 7) **Update on Homeless Plan** – Receive and file. – Presented by Director Bresciani.

Update on the status of the Homeless Plan was given. Request of the Commission to make a decision on choosing 4-5 Commissioners, to include the CDBG Sub-Committee of 3 Commissioners*, to attend a meeting with the City's Consultant for the Homeless Plan on May 10, 2018 at 4:00 p.m.

Commission decided that the following Commissioners will be in attendance: Blackburn*, Kennedy, Lewis*, Stewart*, Kaufman.

- 8) **Update Renaming of the Senior Center** – Receive and file. – Presented by Director Bresciani.

Update was given. Council did approve the Commission's recommendation to rename West Covina Senior Center to Cortez Community and Senior Center. Updating of signage on the exterior of the facility is in process. Use of CDBG funds will be available for the update/improvement of the reader board adjacent to the street. Staff is updating online and marketing materials currently. Discussion was had. No action taken.

AD HOC COMMITTEE REPORTS:

Capital Improvement Project group met to discuss playground projects and amenities for upcoming fiscal year with Measure A funding. – Receive and file. – Presented by Director Bresciani.

Update was given on meeting with the CDBG Sub-Committee and upcoming projects. A Measure A meeting will be held at the Cortez Community and Senior Center on May 30, 2018 at 5:30 p.m. to provide an update to the public on projects, as well as receive input from the public on future projects.

Community Services Manager McDonald requested that the Commission make a motion to allow the determination of CDBG funding allocations to non-profit organizations at the AD HOC CDBG scheduled meeting for May 24, 2018, and be presented to the Council for review and approval at the Council Meeting on June 24, 2018. This request is due to a deadline given by the County that is prior to the next Commission Meeting in July.

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AD HOC COMMITTEE REPORTS (cont.):

Motion by Kaufman second by Cox to approve in advance, the determination of the ADHOC CDBG Sub-Committee's allocation of CDBG funds for non-profit organization service providers within the City, at the May 24, 2018 CDBG Sub-Committee Meeting.

Motion carried by a vote of 7-1, 2 absent.

AYES: Blackburn, Cox, Dinh, Lewis, Stewart, Lopez, Kaufman

NOES: Kennedy.

ABSENT: Arredondo, Pina.

COMMISSIONERS REPORTS

Chair Phil Kaufman: Attended Cherry Blossom Festival inside The Plaza at West Covina, suggested that next year's event would be more conducive to location and event as a whole if it were taken back to an outdoor venue. Attended Earth/Arbor Day event which was a huge success and thanked West Covina Beautiful for its planning of the event. Attended the Grand Opening of Dunkin' Donuts/Baskin Robbins. Was a Guest Judge at the Lion's Club Regional Semi-Finals High School Speakers Program where there were several wonderful speakers and was honored to be a Judge at this event. Attended the stage show of Crazy Ex-Girlfriend which was very entertaining.

Vice-Chair Leticia Lopez: Attended her 1st Neighborhood Watch meeting at Bainbridge Community Center in which approximately 100 citizens attended. It was a well-organized, informational meeting and she looks forward to attending them on a regular basis in the future.

Commissioner Luanne Arredondo: Absent.

Commissioner Paul Blackburn: Thanked Staff for all their hard work and dedication to provide services for the community.

Commissioner Steve Cox: Nothing to report.

Commissioner Tam Dinh: Attended the Public Safety Recognition Luncheon held at Hurst Ranch and stated it was a very nice event.

Commissioner Glenn Kennedy: Attended all of the City's events for the two months prior to this meeting.

Commissioner Nick Lewis: Nothing to report.

Commissioner Tanya Pina: Absent.

Commissioner David Stewart: Is looking forward to the many upcoming events in the next few months.

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ITEMS TO BE AGENDIZED

Commissioner Kennedy requested to agendize the formation of a Homeless Sub-Committee under the purview of the Community and Senior Services Commission.

Discussion was had as to the extent of the parameters of the Sub-Committee. Item will be agendized for next Commission Meeting on July 10, 2018.

UPCOMING EVENTS

- **Saturday, May 12, 2018 at 10 a.m. – 2 p.m.** – Touch A Truck Event – Cortez Park, upper lot.
- **Saturday, May 12, 2018 at 2 p.m.** – West Covina High School Choir performance at the Lakes Entertainment Center (Edwards Theater courtyard).
- **Wednesday, May 23, 2018, at 6 p.m.** – Lion’s 48th Annual “Night on the Town” – Edwards West Covina Stadium 18 Courtyard.
- **Friday, May 25, 2018 at 4 p.m.** – Hollencrest Middle School Band & Colorguard performance at the Lakes Entertainment Center (Edwards Theater courtyard).
- **Saturday, May 26, 2018 at 1-3 p.m.** – Youth Council Banquet, Craft Hill, \$25 per person. R.S.V.P. to John Caropino by May 16, 2018 at 4:00 p.m.

- **Monday, May 28, 2018 at 10 a.m.** – Memorial Day Ceremony – City Hall Courtyard.
- **Saturday, June 2, 2018 at 11 a.m. – 10 p.m.** – The Covina’s Relay for Life – Cortez Park.
- **Monday, June 11, 2018 at 12 – 2 p.m.** – Special Council Meeting – Discus & Adopt FY 2018-19 Budget.
- **Wednesday, June 13, 2018 at 10 a.m. – 2 p.m.** – Father’s Day Lunch – Cortez Community & Senior Center.
- **Wednesday, June 13, 2018 at 6 – 9 p.m.** – Summer Concert Series – Mariachi Divas – City Hall Courtyard.
- **Tuesday, June 19, 2018 at 7 – 10 p.m.** – Summer Movies in the Park –Guardians of the Galaxy Vol. 2 – Shadow Oak Park.
- **Wednesday, June 20, 2018 at 6 – 9 p.m.** – Summer Concert Series – Guardians of the 70’s – City Hall Courtyard.
- **Tuesday, June 26, 2018 at 7 – 10 p.m.** – Summer Movies in the Park – Wonder – Shadow Oak Park.
- **Wednesday, June 27, 2018 at 6 – 9 p.m.** – Summer Concert Series – Cold Duck – City Hall Courtyard.
- **Tuesday, July 3, 2018 at 10 a.m. – 1:00 p.m.** – 4th of July Lunch – Cortez Community & Senior Center.
- **Wednesday, July 4, 2018 at 4-9:30 p.m.** – 4th of July Extravaganza & Fireworks Show – Big League Dreams.
- **Tuesday, July 10, 2018 7 – 9 p.m.** – Summer Movies in the Park – Secret Life of Pets – Plaza at West Covina 3rd floor parking by JC Penney’s.

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ADJOURNMENT at 6:55 p.m.

Motion by Lewis and second by Cox.

Motion carried by a vote of 8-0.

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

NOES: None.

ABSENT: Arredondo, Pina.

2018 Community and Senior Services Commission Meetings

Tuesday, July 10, 2018

Tuesday, September 11, 2018

Tuesday, November 13, 2018

Submitted by:

A handwritten signature in black ink, appearing to read "Deborah Johnston", is written over a horizontal line.

Deborah Johnston

Administrative Assistant II