



CITY OF WEST COVINA  
COMMUNITY AND SENIOR SERVICES COMMISSION

TUESDAY, JANUARY 14, 2020, 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 Paul Blackburn  
Commissioner Tam Dinh  
Commissioner Gayle Mason  
Commissioner Carole Mullner  
Commissioner Betty Valles  
Commissioner Alfred Williams  
Commissioner Karim Zaklama

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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 6:00 p.m.

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENT PRAYER** – by Commissioner Lewis

**ROLL CALL**

Present: Chair David Stewart, Vice-Chair Nick Lewis, Commissioner Paul Blackburn, Commissioner Tam Dinh, Commissioner Gayle Mason, Commissioner Carole Mullner, Commissioner Betty Valles, Commissioner Alfred Williams.

Absent: Commissioner Karim Zaklama.

Staff Present: 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.

**Speaker:** Herb Redholtz, City Planning Commissioner

**Comment:** Commissioner Redholtz spoke on item No. 7 regarding dedication request in honor of Commissioner Phil Kaufman whom sat on the Community & Senior Services Commission for many years. He requested that there be a dedication of a monument, plaque, bench, city facility, park or the like in honor of Commissioner Kaufman's dedication to not on the Commission but to the City as a whole. Commissioner Redholtz agreed that it would be nice to plant a tree in his honor if there was a plaque stating this was in honor of Commissioner Kaufman and not just planting a tree. He requested that the Commission accept his request for consideration when making a decision on item No. 7.

**Speaker:** Steve Bennett, Resident & prior Community & Senior Services Commissioner

**Comments:** Mr. Bennett spoke on item No. 7 regarding dedication request in honor of Commissioner Phil Kaufman. Mr. Bennett stated that he believed that as a Commission they should honor Commissioner Kaufman in whatever manner that the City has done for prior city officials be it Mayors, Commissioners or elected officials. He also stated that a tree planted with a dedication plaque in honor of Commissioner Phil Kaufman would be a great idea and advised the Commission to consider not only his request but the request of prior speakers this evening as well when making a decision on item No. 7.

**Speaker:** Unknown Speaker (young lady), Resident

**Comments:** Suggested that planting a tree next to his wife's tree that was dedicated a few years back would be a great honor to be next to her tree.

## **APPROVAL OF MEETING MINUTES**

### **1) September 10, 2019, Community and Senior Services Commission Meeting Minutes**

It is recommended that Commission approve the September 10, 2019, Community and Senior Services Commission Meeting Minutes.

Motion by Lewis, seconded by Blackburn to approve the meeting minutes with corrections. Motion carried by a vote of 8-0 with one absent.

AYES: Stewart, Blackburn, Dinh, Lewis, Mason, Mullner, Valles, Williams.

NOES: None.

ABSENT: Zaklama

ABSTAIN: None.

## **NEW BUSINESS**

### **1) Commissioner Mason's request to discuss homelessness in the parks and future tour of City parks to assess the needs at the parks in regard to homelessness.**

It is recommended that the Commission direct Staff on how they would like to precede with items discussed.

Presented by Commissioner Mason. Discussion was had on the concerns that the citizens, staff and police department have their hands tied when it comes to addressing homelessness and how as a Commission can come together to address the issues that she has seen in person, that are posted on social media and in the news. Statistics were given to the Commission on the homeless population increase between this year and last year across California as well as upcoming increased possible funding to bills passed at the state level to assist cities with their homeless population and offering services. Commissioner Mullner wonders how those allocations could affect not only West Covina but the surrounding cities as well and if they will assist with the issues that have arisen and those that are to come. What can we as Commissioners do to reach out to our homeless population and let them know they are a part of our community and as such we are here to help them? Suggestion by Commissioner Mason was that the Commissioners visit the parks near their homes with their neighbors or family members (5-7 persons) once a week and reach out to the homeless population to ask what they need, how they are, what can we assist them with and how can they assist us in keeping our parks and neighborhoods safer and work together to help each other. Another suggestion was to close the parks to everybody at certain hours every day to make park usage times equal to everyone. There was further discussion on these items and suggestions. No action was taken at this time.

**2) 2020 Homeless Count Informational Flyer**

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

Presented by Mike Cresap. Flyer was given to Commissioners for the date of January 21, 2020 at 8 p.m. with the meeting location at Cameron Community Center.

Discussion was had as to why the count is done in the evenings and how do they count those encamped in hills or none visible areas. Staff stated that Los Angeles County Homeless Services Authority (LAHSA) is the organization that hosts the event and gathers the information for the County for discrimination.

**3) Concert Share 2020**

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

Presented by Mike Cresap. Flyer was given to the Commissioners with a date of January 16, 2020 meeting at the Senior Center to carpool over to the event. Concert Share is an event that the Commissioners and City Staff attend yearly to interview and select the bands for our Summer Concert Series as well as other events throughout the year.

**4) Park Needs Assessment & Measure A Community Meeting Request.**

It is recommended that Commissioners direct staff to set up a park needs assessment community meeting in the month of February to discuss the needs at city parks and facilities.

Presented by Mike Cresap. Discussion was had about setting up a park needs assessment meeting(s) in the spring to meet with the public to get their input on future projects for the parks. In the future, the city is looking into starting projects to replace a playground in the parks and would like the citizens input as well. It was asked by Commissioner Stewart if there were current projects happening and it was stated that there is a playground replacement in the works with existing funds and projects from prior park needs assessment meetings. Commissioner Lewis asked if this was specifically on existing playgrounds to replace or new playgrounds. Request to have the Park Needs Assessment meeting in the spring when parents are at the parks with their children which might increase attendance at these meetings. Staff stated they will consider that in the request for those meetings.

**5) Facility Usage Reports for the Months of June and July 2019.**

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

Discussion was had on the facility usage reports and staff addressed them. These were received and filed.

**CONTINUED BUSINESS**

**6) Dedication of a Tree to be Planted in Commissioner Kaufman Honor During the Arbor Day Event**

It is recommended that the Commission direct Staff to create a letter to West Covina Beautiful, requesting that a tree be planted in honor of Commissioner Kaufman's service not only to the city as a Commissioner but for his services with various environmental organizations throughout California, at the 2020 Arbor Day Event.

Discussion was had on how to honor Commissioner Kaufman's memory. Discussion about what Commissioner Kaufman meant to the city and what he contributed to the city as well. Commissioners stated that a tree planted or dedication of a room in City Hall or community facility, bench in a park would be appropriate as well. Commissioner did bring up questions on which other Commissioners or Council persons have anything dedicated to them in the city. Staff stated that trees have been planted, Big League Dreams has statues placed in honor of residents, however for the most part, dedications have been in the form of planting trees, some with dedication plaques and some planted prior to a few years back without dedication plaques. Further discussion was had on the process.

Motion by Blackburn second by Lewis to send a letter to West Covina Beautiful to request that a plaque be placed at tree that was dedicated in honor of Commissioner Kaufman's wife dedicated in his honor as well. Motion dies with a vote of 4-4 with one absent.

AYES: Blackburn, Lewis, Valles, Williams.

NOES: Stewart, Dinh, Mason, Mullner.

ABSENT: Zaklama

Second Motion by Mason second by Mullner that a letter be sent to West Covina Beautiful to request that a tree be planted with a plaque in honor of Commissioner Phil Kaufman at this year's Arbor Day Event preferably next to his wife's tree if possible and if not, a tree be planted. Motion carried by a vote of 6-2 with one absent.

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

NOES: Blackburn, Valles,

ABSENT: Zaklama

**7) Update on Measure A Funding Projects per Commission Request.**

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

Presented by Mike Cresap. Update was given to the Commission with a list of all the projects that have been completed in the past and are eligible for the use of maintenance funds. Discussion was had on projects that will have work done soon as well with the maintenance funding. Commissioner Lewis asked if there was any ability in getting updates on how projects looked in the beginning and how they look now. Staff stated that there isn't currently that method and Commissioner Lewis stated that visual aids would assist the Commission assess which parks need what and make recommendations for updating as well. Further discussion was had. Further review on the process of using old maintenance funds before we can use new maintenance funds was had and further discussion was had.

**AD HOC COMMITTEE**

Staff reported the need for appointments to the some of the Committees due to vacancies through May 2020. The Committees are currently assigned as follows:

CDBG Committee has the following Commissioners assigned to it:

Commissioners Stewart, Mason, Lewis, Mullner, Williams.

No need for additions to this committee.

CIP Committee has the following Commissioners assigned to it:

Commissioners Kaufman (vacant), Bennett (vacant), Mason, Valles and Lewis.

There is a need for appointments this evening for this committee.

Motion by Stewart second by Valles to appoint Commissioner Blackburn to the CIP Committee. Motion passes with a vote of 8-0 with one absent.

AYES: Stewart, Blackburn, Dinh, Lewis, Mason, Mullner, Valles, Williams.

NOES: None.

ABSENT: Zaklama

ABSTAIN: None.

Homeless Committee has the following Commissioners assigned to it:

Commissioners Kaufman (vacant), Dinh, Bennett (vacant), Stewart, Lewis.

There is a need for appointments this evening for this committee.

Motion by Stewart second by Dinh to appoint Commissioner Mason to the Homeless Committee. Motion passes with a vote of 8-0 with one absent.

AYES: Stewart, Blackburn, Dinh, Lewis, Mason, Mullner, Valles, Williams.

NOES: None.

ABSENT: Zaklama

ABSTAIN: None.

## COMMISSIONERS REPORTS

**Vice Chair Stewart**: attended the Sprouts and Jerome's furniture grand openings.

**Commissioner Blackburn**: Attended the Sprouts opening, very impressive event. Attended Nikole Bresciani's farewell party and wishes her well.

**Commissioner Dinh**: Nothing to report.

**Commissioner Lewis**: Noting to report.

**Commissioner Mason**: Attended the Christmas Parade and Brad and his team are fantastic in organizing this event. Attended several other events as well.

**Commissioner Mullner**: Current member of the West Covina Women's club and is hoping to be able to be a liaison between the Commission and city for the club in the future.

**Commissioner Valles**: Attended the Sprouts and Jerome's grand openings and was very impressed. Also attended the 360 grand opening at the Plaza and was disappointed in the presentation of Commissioners there by the organizers.

**Commissioner Williams**: Attended the Veterans day event which was very nice. Also mentioned that the City reporting application had a change and the citizens, to his knowledge, were not informed. Staff updated Commissioner Williams that when the change occurred, notification was submitted to all users in all applications via emails in December of 2019, posted on the front page of the website and it will continue to be advertised in the upcoming edition of the Discover magazine as well as social media outlets.

**Commissioner Zaklama**: Absent.

## ITEMS TO BE AGENDIZED

Commissioner Lewis request that an item be agendized for the following items:

1. Request discussion to have the Commission request of the Council to appoint the Community & Senior Services Commissions ADHOC Homeless Sub Committee to the current Homeless taskforce formed by city staff.
2. Request that discussion be had about request of the Council to send a letter to request that Emanate Health being better partners with the community and citizens by providing better services to all citizens including the homeless population as well as providing better customer services in relation to Public Records requests from not only citizens but businesses that request them as well.

## UPCOMING EVENTS

### 8) **Special Event Calendar for 2020.**

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

Report was received and filed.

## ADJOURNMENT - at 7:38 p.m.

Motion by Stewart second by Lewis, Motion passes with a vote of 8-0 with one absent.

AYES: Stewart, Blackburn, Dinh, Lewis, Mason, Mullner, Valles, Williams.

NOES: None.

ABSENT: Zaklama

ABSTAIN: None.

## 2020 Community and Senior Services Commission Meetings

Tuesday, March 10, 2020, at 6 p.m.

Tuesday, May 12, 2020, at 6 p.m.

Tuesday, July 14, 2020, at 6 p.m.

Tuesday, September 8, 2020, at 6 p.m.

Tuesday, November 10, 2020, at 6 p.m.