



CITY OF WEST COVINA
COMMUNITY AND SENIOR SERVICES COMMISSION

TUESDAY, MARCH 10, 2020, 6:00 PM REGULAR MEETING

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

AGENDA

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

AMERICANS WITH DISABILITIES ACT

The Commission complies with the Americans with Disabilities Act (ADA). If you will need special assistance at Commission Meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8:00 a.m. to 5:00 p.m. Monday through Thursday, at least 48 hours prior to the meeting to make arrangements.

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 Commissioner Stewart at 6:00 p.m.

PLEDGE OF ALLEGIANCE / MOMENT OF SILENT PRAYER by Commissioner Williams.

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: Pubic 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: Colleen Rozatti President of West Covina Beautiful & City Treasurer

Comment: Mrs. Rozatti spoke to the Commission about the request to plant a tree in honor of Commissioner Kaufman at the 2020 Arbor Day event. Discussion was had on options.

CONSENT CALENDAR

APPROVAL OF MEETING MINUTES

1) January 14, 2020, Community and Senior Services Commission Meeting Minutes

It is recommended that Commission approve the January 14, 2020, Community and Senior Services Commission Meeting Minutes.

Motion by Lewis, seconded by Dinh to approve the meeting minutes as presented. 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

2) Commissioner Lewis request to discuss that the Commission have the opportunity to have more oversight on the Public Works Division of Public Services Department.

It is recommended that the Commission have a discussion on this request after receiving more detailed information about the formation of the Public Services Department and the services that are provided as well as the scope of services that fall under the purview of the Community & Senior Services Commission.

Discussion was had regarding this request with Commissioner Lewis voicing concern on how the department changes to combine two departments into one department have changed the preview of the department for the Commission. Commissioner Lewis specifically wanted to understand the process of the Traffic Committee and why it appears to be employee run with no outside or citizen oversight. Commissioner Lewis asked for city staff recommendation on how to go about placing that Committee under the preview of the Community & Senior Services Commission. Manager McDonald discussed

what is under the preview of the Commission and the Public Services Department and let the Commission know that the Traffic Committee is not within the Public Services Department but within the Community Development Department's Engineering Division. McDonald stated he was not sure how the Commission could make a recommendation for it to be under their preview if it isn't a function of the Public Services Department. However, the meetings are open to the public and anyone is able to attend and give their input or recommendations to the committee. This was verified with the City Engineer in the Community Development Department. Further discussion was had regarding the Commission making motions to make it so, as the committee, as it is organized now, is only under employee oversight and there is no citizen oversight which a Commission could provide with a seat at the table assisting with those decisions made in this committee. Further discussion was had.

Motion by Lewis, seconded by Mason to approve that the Commission agendaize all Traffic Committee decisions, item by item be listed on the commission agenda at each commission meeting until such time that the City Council adopts a policy that the Traffic Committee oversight be placed under the preview of the Community & Senior Services Commission, due to the fact that the Commission oversees the Public Services Department which includes the Maintenance Division whom implements items related to streets that are addressed and decisions made at the Traffic Committee meetings. 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.

- 3) **Commissioner Lewis requests that Commission discuss recommending that the City Council to take a more proactive role in the Council of Governments (COG) in regard to lobbying for changes to how funding is used for propositions passed by the voters.**

It is recommended that the Commission discuss advising the City Council in this matter.

Commissioner Lewis discussed ballot measures that have passed at the county and state level that have no local oversight or input from residents or appointed officers of the city that affect the city such as Measure H or others where the city did a matching system with this Measure H to be able to provide services to the homeless that were passed however, are not getting equal funds or support to implement the services or needs of the community they are supposed to support. Further discussion was had on how many cities are a part of the San Gabriel Valley COG, to the number of cities that participate, to whom from the city can be on the panel, to how the process works with the COG.

Commissioner Lewis requested that the Commission recommend to the Council take a more active role in the Council of Governments (COG) and make a coherent policy to this effect that they direct the city representative of the COG to actively advocate for local control over revenue services that are voted on by the people that are truly local.

- 4) **Request of Commissioner Lewis that the Commission discussion requesting of the Council to appoint the Community & Senior Services Commissions ADHOC Homeless Sub Committee to the current Homeless taskforce formed by city staff.**

It is recommended that the Commission to give direction to staff.

Discussion was had regarding the homeless committed and the request to council to create a policy to place the committee members on the homeless task force. Manager McDonald gave an update on what the homeless task force is comprised of, that it is an inhouse staff meeting and what the directive of the meetings for the program is and who is involved. Further discussion was had as to if the ADHOC committee members should be a part of this task force. Staff recommended that staff provide updates to the Committee in the ADHOC section of the agendas. Further discussion was had.

Motion by Lewis, seconded by Mason to disband the ADHOC Committee for Homeless until such time as there is a need for it and direct the city staff to bring back to the commission any information that might be permeant to this activity. Motion passes by a vote of 8-0 with one absent.

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

NOES: None.

ABSENT: Zaklama

ABSTAIN: None.

- 5) **Commissioner Lewis's request that Commission discuss requesting of the Council to send a letter to Emanate Health requesting that Emanate Health become better partners with the City and citizens of West Covina.**

It is recommended that the Commission have a discussion and advise city staff how to precede.

Discussion was had regarding the

Motion by Lewis, seconded by Blackburn to circulate the letter submitted with this request to Emanate Health to be better partners with the city and its citizens to provide better services. Motion passes 8-0 with one absent.

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

NOES: None.

ABSENT: Zaklama.

ABSTAIN: None.

CONTINUED BUSINESS

- 6) **Presentation of the design for playground equipment replacement project for the tot lot at Shadow Oak Park.**

It is recommended that the Commission vote on the presentation to continue the CIP process for approval and implementation.

Presented by Manager McDonald. It was stated by Lewis that in the meeting of the ADHOC CIP committee had a meeting where this plan was presented and in that meeting it was discussed that the city will over the next 5 years we are going to have five (5) new playground projects at parks throughout the city. Further discussion was had.

Motion by Stewart, seconded by Mullner to approve the cities recommendation for the playground project design for Shadow Oak Park as presented. Motion passes 8-0 with one absent.

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

NOES: None.

ABSENT: Zaklama.

ABSTAIN: None.

7) **Notification of letter sent to West Covina Beautiful on February 24, 2020, on behalf of the Community & Senior Services Commission, to request a tree be planted in honor of Commissioner Phil Kaufman during this year's Arbor Day Event.**

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

Discussion was had regarding Mrs. Rozatti's public comments during oral communications as well as on the process for who makes the decision where the tree planting will occur to whom is chosen to be presented with a tree. Commission requested that the process/policy for this be emailed to the Commission so in the future if they wish to request a dedication of a tree from West Covina Beautiful, so planning in the future for dedications can be done according to that process. Staff will get the requested information to the Commission.

AD HOC COMMITTEE REPORTS

CDBG Update: Presented by Manager McDonald,

The process of 5-year consolidation plan public hearings, one on March 17, 2020 council meeting and return with the final hearing at the May 5, 2020 council meeting. Circulation of a public survey for HUD on the city's website with a deadline of May 18, 2020 to submit a survey. Staff requested a meeting with the ADHOC committee next week to go over what will be presented to council on May 5, 2020. Further discussion was had.

Motion by Stewart and seconded by Blackburn to allow the suggestions of the ADHOC committee be presented to the Council. Motion passes by a vote of 6-0, 2 abstaining and one absent.

AYES: Stewart, Blackburn, Dinh, Mason, Mullner and Valles.

NOES: None.

ABSENT: Zaklama.

ABSTAIN: Lewis and Williams.

COMMISSIONERS REPORTS

Vice Chair Stewart: Requested more information about the State of the City meetings and if they were a breakfast or evening meeting. Staff updated the request by stating the information for that was on the city's website.

Commissioner Blackburn: Attended Forest Wilkins funeral on Monday, requested that staff take a look at the policy for attendance for the Commission meetings and update Commissioners.

Commissioner Dinh: Was invited to be a part of the 4th of July parade event that the Citizens of the city are having this year.

Commissioner Lewis:

Commissioner Mason: Attended the Chick Fila grand opening which was very enjoyable

Commissioner Mullner: Attended the Historical society on the 3rd Friday. Attended the West Covina Women's club meeting. Spoke about issues posted on Next Door for the Shadow Oak are regarding Gingrich park and concerns related to the concrete and it being a liability.

Commissioner Valles: Requested verification of the state mandated meeting for Commissioners on the 31st of March. Verification was given.

Commissioner Williams: Seconded Commissioner Mullner's concern about Gingrich park.

Commissioner Zaklama: Absent.

ITEMS TO BE AGENDIZED

Commissioner Blackburn's request that staff give presentation on the policy for Commissioners attendance at Commission meetings.

Commissioner Lewis motion to place traffic committed actions be placed on the agenda for all future Commission meetings until such time as the council appoints the Commission to oversee this committee.

UPCOMING SPECIAL EVENTS

- March 17, 2020, 10 a.m. - 1 p.m. - St. Patrick's Day Lunch at Cortez Park Community & Senior Center.
- March 17, 2020, 8 a.m. - 8 p.m. - Student Government Day, City Hall. Council meeting begins at 7 p.m.
- March 18, 2020, 6 - 8 p.m. - City of West Covina Coronavirus Q&A and Updates meeting at Cortez Park Community & Senior Center.
- March 20, 2020, 6:30 p.m. - West Covina Historical Society's Monthly Meet & Greet at the West Covina Historical Society Museum.
- March 21, 2020, 12 - 6 p.m. - East San Gabriel Valley Japanese Community Center's Cherry Blossom Festival, City Hall Courtyard.
- March 23, 2020, 8 - 10 a.m. - GWC's State of the City & School District update event at Hurst Ranch at 1227 S Orange Ave.
- April 4, 2020, 9 - 11 a.m. - Easter Eggstravaganza event at Cortez Park.
- April 8, 2020, 10 a.m. - 1 p.m. - Easter Egg Hunt & Lunch - Cortez Park Community & Senior Center. April 15, 2020, 10:30 a.m. - 2 p.m. - Woman's Club of West Covina's Fashion Show at South Hills Country Club
- April 17, 2020, 6:30 p.m. - West Covina Historical Society's Monthly Meet & Greet at the West Covina Historical Society Museum.
- April 18, 2020, 1 - 3 p.m. - Free Landscape Workshop at Cameron Park.
- April 25, 2020, 9 a.m. - 1 p.m. - Earth Day/Arbor Day event at City Hall Courtyard.
- April 25, 2020, 9 a.m. - 1 p.m. - FREE Electronic Waste Round Up at City Maintenance Yard.
- April 29, 2020 10 a.m. - 1 p.m. - Volunteer Recognition Luncheon at Cortez Park Community & Senior Center.
- April 30, 2020, 6:30 - 8:30 p.m. - City of West Covina State of the City meeting at Hurst ranch. Registration

begins March 19, 2020

- May 2, 2020, 8-11 a.m. - FREE compost available at City Maintenance Yard.
- May 5, 2020, 10 a.m. - 1 p.m. - Cinco de Mayo Lunch at Cortez Park Community & Senior Center. May 9, 2020, 9:30 - 11 a.m. - Smart Gardening Workshop at Cortez Park Community & Senior Center. May 9, 2020, 10 a.m. - 2 p.m. - Fire Service at Fire Station No. 2.

ADJOURNMENT at 7:34 p.m. Motion by Stewart, seconded by Valles, to adjourn. Motion passes 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, 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.