



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

**TUESDAY, JANUARY 9, 2024, 6:00 PM
REGULAR MEETING**

**WEST COVINA CITY HALL MANAGEMENT RESOURCE CENTER (MRC) ROOM 314 1444 W GARVEY AVE.
WEST COVINA, CALIFORNIA 91790**

MINUTES

**Vice-Chair Gayle Mason
Commissioner Hector Diaz
Commissioner Sherry Fischer
Commissioner Michael Flowers
Commissioner Jennifer Gutierrez
Commissioner Cecilia Munoz
Commissioner Chatur Patel
Commissioner Robert H. Torres
Commissioner Betty Valles
Commissioner Vacant**

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 at 6:20 p.m. By: Commissioner Fischer

PLEDGE OF ALLEGIANCE / MOMENT OF SILENT PRAYER

ROLL CALL

Commissioners Present: Commissioners Diaz, Fischer, Flowers, Gutierrez, Munoz and Torres.

Commissioners Absent: Commissioners Patel, Vales and Vice Chair Mason.

Staff Present: Roxanne E Lerma, Assistant City Manager, Mike Cresap, Public Works Superintendent, Vanessa Ibanez, Community Services Supervisor and Deborah Johnston, Administrative Assistant II.

ORAL COMMUNICATIONS - Three (3) minutes per speaker

Please state your name and city of residence for the record when recognized by the Commission Chair.

None.

CONSENT CALENDAR

APPROVAL OF MEETING MINUTES

1) **NOVEMBR 14, 2023, COMMUNITY AND SENIOR SERVICES COMMISSION MEETING MINUTES.**

It is recommended that the Commission approve the Community and Senior Services Commission Meetings for November 14, 2023, Minutes.

Motion By: Commissioner Flowers, 2nd by: Commissioner Torres, motion carried by a vote of 6 to 0 with 3 absent.

AYES: Commissioners Diaz, Fischer, Flowers, Gutierrez, Munoz and Torres

NOES: None.

ABSENT: Commissioner Patel, Vales & Vice Chair Mason.

ABSTAIN: None.

NEW BUSINESS

2) **SELECTION OF THE VICE-CHAIR OF THE COMMUNITY & SENIOR SERVICES COMMISSION.**

Selection of Vice-Chair of the Community and Senior Services Commission

Motion by Commissioner Torres, second by Commissioner Fischer To nominate Commissioner Fischer to the seat of Vice Chair, motion carried by a vote of 6 to 0 with 3 absent.

AYES: Commissioners Diaz, Fischer, Flowers, Gutierrez, Munoz and Torres

NOES: None.

ABSENT: Commissioner Patel, Vales & Vice Chair Mason.

ABSTAIN: None.

3) **SELECTION OF CHAIR FOR THE COMMUNITY & SENIOR SERVICES COMMISSION.**

Selection of Chair of the Community and Senior Services Commission.

Motion by Commissioner Torres, second by Commissioner Flowers To nominate Commissioner Munoz to the seat of Chair, motion carried by a vote of 6 to 0 with 3 absent.

AYES: Commissioners Diaz, Fischer, Flowers, Gutierrez, Munoz and Torres

NOES: None.

ABSENT: Commissioner Patel, Vales & Vice Chair Mason.

ABSTAIN: None.

4) **SELECTION OF AD HOC COMMITTEE MEMBERS.**

a. Community Development Block Grant Committee (4 Commissioners)

Commissioner Torres, Commissioner Gutierrez, Commissioner Flowers, Commissioner Munoz.

b. Capital Improvement Project (4 Commissioners)

Commissioner Torres, Commissioner Fisher, Commissioner Diaz, Commissioner Flowers.

All of the above was approved unanimously by all Commissioners in attendance.

Motion by Commissioner Flowers, seconded by Commissioner Torres to table the Homeless sub committee and option to create a sub committee not currently in place for the Commission Meeting on March 12, 2024. Motion passes by a vote of 6 to 0 with 3 absent.

AYES: Commissioners Diaz, Fischer, Flowers, Gutierrez, Munoz and Torres

NOES: None.

ABSENT: Commissioner Patel, Vales & Vice Chair Mason.

ABSTAIN: None.

CONTINUED BUSINESS

AD HOC COMMITTEE REPORTS

Commissioner Torres asked question on next steps for AD HOC.

COMMISSIONERS REPORTS

Chair Cecilia Munoz: Attended city events as follows: Toy giveaway at the Fire Station (no. 2) were 300 families in the community received toys for Christmas. Users of Cortez Park are happy with the lights in working order.

Vice Chair Sherry Fischer: Attended city events as follows: Let it Snow, Toy giveaway at the Fire Station (no. 2) were 300 families in the community received toys for Christmas.

Commissioner Michael Flowers: Introduced himself and listed the boards or groups he is a member of as follows: West Covina Unified School District Board Member, The Historical Society of West Covina Board Member, Member of the Hurst Ranch. Updated Commission on the upcoming State of the District event hosted by the Superintendent on WCUSD which is on March 1, 2024.

Commissioner Robert H. Torres: Was appointed to a committee of the WCUSD.

ITEMS TO BE AGENDIZED

October 2023 presentation on the sports council.

H.O.P.E. Team Presentation & Homeless Count update information.

Cortez bench dedication

AD HOC Sub Committee for Homeless appointments and/or creation of other sub committees.

Commissioner Torres requested an update on the Dog Park and if it can be included in the CIP.

Roxanne referred him to refer it to the CIP committee as an item to discuss.

UPCOMING EVENTS

- **25th Annual Martin Luther King Jr. Day Celebration - Monday, January 15, 2024, 11 a.m. - 4 p.m.** - City Hall Courtyard 1444 W Garvey Ave., West Covina, CA
- **Saturday, February 10, 2024, from 9 a.m. - 1 p.m. - Free E-Waste Collection Event** - City maintenance yard at 825 S Sunset Ave, West Covina, CA 91790.
- **Saturday, February 10, 2024, from 9 a.m. - 1 p.m. - Free Paper Shredding Event** - Cortez Park Community & Senior Center 2501 E Cortez St. West Covina, CA 97191.
- **Every Saturday Morning: West Covina Farmers Market** - 9a.m. - 1 p.m. - 136 S Glendora Ave.
- **Last Saturday of Every Month, beginning at 8 a.m. - God's Pantry & One & All Church Food Bank Distribution** - Registration required. Cameron Park at 1305 E Cameron Ave. Please register at www.Gods-Pantry.com

City Meetings:

- **City Council Meetings** are every 1st & 3rd Tuesday of every month at 7 p.m. City Hall Council Chambers.
- **City Traffic Committee Meetings** are every 2nd Tuesday of every month from 3 p.m. - 4 p.m.- City Hall Management Resource Center (room 314).
- **City Planning Commission Meetings** are every 2nd & 4th Tuesday of every month at 7 p.m. at City Hall Council Chambers.

ADJOURNMENT at 8:00 p.m. by Chair Munoz with all in favor.

2024 Community and Senior Services Commission Meetings

Tuesday, March 12, 2024, at 6 p.m.

Tuesday, May 14, 2024, at 6 p.m.

Tuesday, July 9, 2024, at 6 p.m.

Tuesday, September 10, 2024, at 6 p.m.

Tuesday, November 12, 2024, at 6 p.m.

Signature  Date: 2/29/2024