



CITY OF WEST COVINA
COMMUNITY AND SENIOR SERVICES COMMISSION

TUESDAY, MARCH 12, 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

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

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 materials 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 a 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 6:03 p.m. **By: Chair** Cecilia Munoz

PLEDGE OF ALLEGIANCE / MOMENT OF SILENT PRAYER **By** Chair Cecilia Munoz

ROLL CALL

Commissioners Present: Commissioners Cablayan, Diaz, Fischer, Gutierrez, Mason, Munoz, Torres and Valles.

Commissioners Absent: Commissioners Flowers, Gutierrez and Patel.

Staff Present: Roxanne E Lerma, Assistant City Manager, Gerardo Lopez, Public Works Deputy Director, 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) JANUARY 9, 2024, COMMUNITY AND SENIOR SERVICES COMMISSION MEETING MINUTES.

It is recommended that the Commission approve the Community and Senior Services Commission Meetings for January 9, 2024, Minutes.

Motion By: Commissioner Torres, 2nd by: Commissioner Mason, motion carried by a vote of 7 to 0 with 3 absent.

AYES: Commissioners Cablayan, Diaz, Fischer, Torres, Valles, Chair Munoz & Vice Chair Mason

NOES: None.

ABSENT: Commissioners Flowers, Gutierrez & Patel.

ABSTAIN: None

NEW BUSINESS

2) H.O.P.E. TEAM PRESENTATION.

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

No action taken.

3) **CONCERT SHARE RECAP & SUMMER CONCERT BAND SELECTION FOR WEDNESDAY JULY 10, 2024, CONCERT SERIES.**

It is recommended that the Commission make a selection of a band for the summer concert series on Wednesday, July 10, 2024, and direct staff on how to proceed.

Motion By: Vice Chair Fischer, 2nd by: Commissioner Mason, motion carried by a vote of 7 to 0 with 3 absent, to direct staff to book Bumptown for the summer concert on July 10, 2024. If they are not available, reach out to next band chosen in order until concert has been booked.

AYES: Commissioners Cablayan, Diaz, Fischer, Torres, Valles, Chair Munoz & Vice Chair Mason

NOES: None.

ABSENT: Commissioners Flowers, Gutierrez & Patel.

ABSTAIN: None

4) **PRESENTATION ON SPORTS COUNCIL.**

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

Staff recommended that this item be tabled to the next commission meeting.

Motion By: Valles, 2nd by: Torres, motion carried by a vote of 7 to 0 with 3 absent.

AYES: Commissioners Cablayan, Diaz, Fischer, Torres, Valles, Chair Munoz & Vice Chair Mason

NOES: None.

ABSENT: Commissioners Flowers, Gutierrez & Patel.

ABSTAIN: None

CONTINUED BUSINESS

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

It is recommended that the Commission appoint Commissioners to the below listed sub committees and/or create subcommittees:

Staff recommendations to table this item to next meeting.

6) **DOG PARK UPDATE.**

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

Update given. No action taken.

7) **WOODGROVE PARK AND LANDSCAPE DISTRICT MAINTENANCE PROJECT UPDATES.**

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

Update given. No action taken.

AD HOC COMMITTEE REPORTS

None.

COMMISSIONERS REPORTS:

Chair Cecelia Munoz: Shared her updates and attended, Spring Festival, WCUSD School Tour, WC Pony opening day, Covina groundbreaking event at the new aquatic center at Covina High School, Ribbon cutting event at beach volleyball event at Mt. SAC, San Gabriel Valley COG broadband meeting and provided a zoom meeting information for their program.

Vice Chair Sherry Fischer: Attended Senior Center Open house, Spring Festival and WCUSD School tour. Let residents know that there will be an Easter Eggstravaganza on March 23, 2024, at Del Norte & Cortez Park.

Commissioner Gia Cablayan: Attended the Historical Society of West Covina monthly meet and greet, attended a cremation presentation and provided the information for staff and commissioners.

Commissioner Hector Diaz: nothing to report.

Commissioner Michael Flowers: Absent

Commissioner Jennifer Gutierrez: Absent

Commissioner Chatur Patel: Absent

Commissioner Robert H. Torres Attended the WC Pony opening day, American Little League open day, School Districts Tour, and Spring Festival.

Commissioner Betty Valles: Attended the WCUSD school tour and senior center open house.

ITEMS TO BE AGENDIZED

- Overview of the Landscape Maintenance Districts (LMD's) Contract, GIS mapping and more.
- Sports Council.
- Commission appointment to ADHOC committee.
- Discover Senior Highlight.

Future meeting agenda item requests:

- Park Master plan – Staff will update commission regarding the RFP for this when it goes to council.
- Dedication of park bench at cortez park by Mrs. Joan Hanen.
- Youth council.
- Mural at skate park.

UPCOMING EVENTS

- **Saturday, March 23, 2024, 9 a.m. - 12 p.m.** - West Covina Kiwanis in partnership with the City of West Covina Easter Eggstravaganza Event - Cortez Park & Del Norte Park.
- **Saturday, April 20, 2024, 9 a.m. - 1 p.m.** - FREE Electronic Waste Collection Round Up - Maintenance yard at 825 S Sunset Ave.
- **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. at 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

2024 Community and Senior Services Commission Meetings

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: 3/13/2024