



DATE: February 9, 2021  
TO: Mayor and Councilmembers  
FROM: Carlo Tomaino, Assistant City Manager  
VIA: Greg Humora, City Manager *Colt*  
SUBJECT: 2021 Boards and Commissions Work Plans

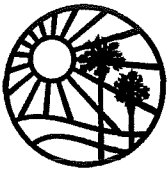
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At the start of each calendar year, the City's Boards and Commissions meet to update their respective Work Plans. The Work Plans provide a roadmap for the major initiatives and projects each commission will work to achieve over the year.

During the two meetings in February, each Chair will present their commission's updated Work Plan to the City Council. Staff has attached the Work Plans that will be presented during the February 9, 2021, meeting.

Attachments:

- A. Community Relations and Veterans Commission
- B. Community Services Commission
- C. Youth Advisory Commission
- D. Environmental Sustainability Commission



**COMMUNITY RELATIONS & VETERANS  
COMMISSION**

**Work Plan  
FY2021**

Goals should be consistent with the City's goals:

- Safe Community
- Maintain a Financially Sound and Affordable City Government
- Continue to Improve High Quality Municipal Services
- Revitalize Neighborhoods and Corridors
- Enhanced Recreation and Quality of Life Opportunities
- Insure Safe and Affordable Homes for All Current and Future Residents

**Staffing Department:** Community Services Department

GOALS	DUE DATE	TRACKING MILESTONES	STATUS
1. Host speakers to educate commission and public about resources related to veterans, seniors, disabled and the community at large	Ongoing	Host minimum of (5) presentations February to December 2021. Track attendance at meetings. Disseminate calendar via social media.	
2. Participate in community events	Ongoing, throughout year	Volunteer or have a table top at community events to increase Commission's visibility.	
3. Participate in Livable La Mesa Age Friendly Community Project	Ongoing, as needed	Assist City with implementing goals in action plan.	
4. Participate in Veteran Day event	November 2021	Assist with a local Veterans Day event such as LMAC appreciation concert.	
5. Attend meetings in area of interest at other organizations and report back to Commission	Ongoing, monthly	Members attend meetings throughout County and share resources.	
6. Recognize La Mesa citizens, organizations and businesses	Ongoing nominations, monthly/quarterly recognition	Accept, review and present Good Neighbor awards. Recognize military residents.	

**2.73.070 - Mission, duties and functions.**

- (a) The mission of the Community Relations and Veterans Commission is to address the needs and concerns of senior adults, the disabled, veterans, and the community-at-large, and develop activities which promote positive community relations in the city of La Mesa.
- (b) The commission shall have the following duties and functions:
  - (1) Provide a forum for discussion by the commission and the community on senior adult, disabled, veterans, and human relations issues;
  - (2) Plan, participate in, and/or help sponsor events dealing with senior adult, the disabled, veterans, and human relations issues, which promote positive relations within the community; and
  - (3) Consult with other community organizations, senior groups, veteran-related associations, and organizations serving the disabled community to best coordinate the activities of the commission.



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**COMMUNITY SERVICES COMMISSION**

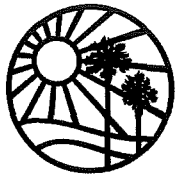
**Work Plan  
FY2021**

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**Staffing Department:** Community Services Department

<b>GOALS</b>	<b>DUE DATE</b>	<b>TRACKING MILESTONES</b>	<b>STATUS</b>
1. Inspect parks and relay maintenance and program related information.	June, September, March and December	Commissioners inspect assigned parks and return inspection sheets prior to the 9 <sup>th</sup> of that month. Public Works will report back on following meeting.	
2. Communicate services, facilities and programs offered by City to public.	Ongoing	Attendance and participation at programs. Assist in disseminating information.	
3. Assist in planning and implementation of MacArthur Park master plan	Ongoing	Recommendation to City Council. Coordinate with Council Sub-Committee to advise and help prioritize improvements.	
4. Assist with implementing Livable La Mesa Age Friendly Action Plan and City's Urban Forestry Master Plan	Ongoing	Provide feedback and make recommendations. Assist in disseminating information.	
5. Collier Park Phase II	Ongoing	Assist in educating public on the project and make comments and recommendations on plans.	
6. Collaborate with community partners to explore ways to activate/improve parks.	Ongoing	Seek opportunities to engage with organizations that can assist with park programs and improvements	
7. Advocate for additional park land, open space and/or public space in underserved areas and	Ongoing	Review upcoming CIP projects and recommend priorities.	



recommend capital improvement projects			
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La Mesa Municipal Code:

2.32.110 - Duties generally.

The board shall provide for and do any other acts which may be found necessary and proper by it to carry out the provisions of this chapter.

2.32.120 - Recommendations—Land acquisition.

The commission may recommend to the city council and the planning commission the acquisition of lands for recreation and park purposes.

2.32.130 - Recommendations—Needs and policies.

The community services commission shall have the power and it shall be its duty to consider, advise or recommend to the city council:

- (a) Need pertaining to the acquisition, development and use of facilities, buildings and structures for recreational and park purposes;
- (b) Policies relating to the management, maintenance, control and improvement of facilities and land used for public recreational and park purposes within or without the corporate limits of the city.

2.32.140 - Recommendations—Ordinances and regulations.

The community services commission shall develop and recommend ordinances and resolutions necessary in the establishing of administrative rules and regulations as deemed proper to regulate and govern the use of recreational and park facilities.

2.32.150 - Recommendations—Budget.

The community services commission shall review the proposed administration budget for recreation and park purposes and make recommendations to the city council concerning its adoption.

2.32.160 - Public improvement program.

The community services commission shall recommend a program of public improvement and land acquisitions which it deems necessary or desirable.

2.32.170 - Promotion of public interest.

The community services commission shall promote public interest in and understanding of the recreation and park program and regulations relating thereto.

2.32.180 - Consulting of public.

The community services commission may consult and confer with public officials and agencies, civic educational, professional and other organizations, and with the citizens generally, with relation to the effecting of such program.

2.32.190 - Contracts for facilities.

The community services commission shall make recommendations to the city council concerning desirable contractual relations between city and public schools and other agencies for use of buildings, playgrounds, and other recreational facilities.

2.32.200 - Additional powers and duties.

The community services commission shall have such other powers and duties as the city council may, by ordinance or resolution, confer upon it.



**YOUTH ADVISORY COMMISSION**

**Work Plan  
FY2021**

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**Staffing Department:** Community Services Department

<b>GOALS</b>	<b>DUE DATE</b>	<b>TRACKING MILESTONES</b>	<b>STATUS</b>
1. Commissioners will coordinate Power Hour with La Mesa Spring Valley School District ESS Program to introduce one hour of physical activity to elementary children.	Late Fall 2021	Power Hour will be offered at various ESS program sites. The goal is up to 60 children participating at each school site.	Waiting until Late Fall 2021 to schedule schools to ensure there will be safe practices
2. “Holiday Cheer”	December 2021	To bestow a gift upon a low income family appointed by La Mesa Spring Valley School District Middle School designee.	
3. The Youth Advisory Commission hosts a yearly spring educational workshop for high school students.	Spring 2021	“Teen Talk” is a YAC agenda item. From the various conversations, the workshop topic will be established and speakers requested.	Decision for the topic will be made throughout the year based on commissioner feedback.
4. 2020 Vision Time Capsule	August 2021	Open the 2020 Vision Time Capsule in front of the City of La Mesa City Hall building.	Re-scheduled to open capsule on August 18, 2021.

La Mesa Municipal Code:  
2.71.060 - Mission, duties and functions.

The Youth Advisory Commission shall have the following duties and functions:

- (a) The mission of the Youth Advisory Commission is to advise the city council on policy matters pertaining to programs, projects, and issues which address the concerns of youth in the community.
- (b) The duties and functions of the commission shall include:
  - (1) Prepare an annual work program;
  - (2) Participate in, and help sponsor workshops dealing with youth issues;



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## **YOUTH ADVISORY COMMISSION**

- (3) Plan and execute an annual event to promote positive youth awareness in the community;
- (4) Provide a forum for discussion by the commission and the community on youth issues;
- (5) Consult with other youth groups to best coordinate the activities of the commission with these other groups;
- (6) Explore and develop other activities/issues which will promote positive youth relations in the city of La Mesa;
- (7) Recommend awards and recognition of individuals or groups.



**ENVIRONMENTAL SUSTAINABILITY COMMISSION**

**Work Plan  
2021**

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**Staffing Department:** Public Works Department – Environmental Services Division

<b>GOALS</b>	<b>DUE DATE</b>	<b>TRACKING MILESTONES</b>	<b>STATUS</b>
1. Advise and assist city staff in the implementation of the Climate Action Plan and provide review of CAP implementation actions, as directed by City staff	Ongoing	1.1: Identify at least two CAP measures by March 2021 and actions for which the Environmental Sustainability Commission can assist City staff in implementing over the next year. 1.2: Maintain an ongoing list of ideas and measures that could be included in future CAP updates. 1.3: Assist City staff in the development of a municipal facilities GHG emissions inventory and develop municipal GHG reduction measures the City can implement over the next year.	In progress
2. Research and present to the City sustainable practices and projects	Ongoing	2.1. Identify and assist in implementation of additional projects that can provide financial savings to the City and can serve as examples to residents and local businesses. 2.2. Identify gaps in CAP measures and consult with other regional jurisdictions and experts, to identify and report best practices and new ideas to support the CAP and other sustainability efforts. 2.3. Work with the Mobility Commission to implement current and author future transportation CAP measures. 2.4. Explore issues regarding green/food waste recovery (SB1383). 2.5. Update/support the development of a community garden ordinance on private property.	In progress
3. Provide educational opportunities for residents and businesses in La Mesa related to environmental sustainability and Climate Action Plan implementation.	Ongoing	3.1. Assist City staff with public engagement and marketing to promote the CAP and sustainability topics. 3.2. Host and attend educational events that are available to the public that promote or provide insight on environmental sustainability topics. 3.3. Seek/develop/propose collaborative ways, or incentives, to engage businesses in progressively incorporating sustainable practices.	In progress