

**MINUTES OF THE  
MONROVIA COMMUNITY SERVICES COMMISSION  
HELD TUESDAY, AUGUST 8, 2017**

**CONVENE:** Vice-Chair Ulm convened the regular meeting of the Community Services Commission on Tuesday, August 8, 2017 at 7:00 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance; Public Services Director, Tina Cherry; Recreation Manager, Katie Distelrath; Senior Recreation Supervisor, Lisa Hansberger; Recreation Supervisor, Rebecca Sandoval; Hillside Wilderness Preserve Supervisor, Eugene Suk; Recreation Coordinator, Brooke Putich; Recreation Coordinator, Tobi Scrugham, and Senior Administrative Assistant Tina Wells.

**PLEDGE OF ALLEGIANCE:** Commissioner Mills led the Flag Salute.

**ROLL CALL:** In attendance: Commissioners Belden absent/excused, Cortina, Dittmar, Matthews, Mills, and Vice-Chair Ulm, Chair Hirsch absent/excused.

**PRESENTATION(S):** None

**CONSENT CALENDAR:** It was moved by Commissioner Matthews and seconded by Commissioner Dittmar to accept the CC-2. CC-1 was pulled for clarification under Commissioner Dittmar's liaison report to read: "*reported on trees prone to beetles and fungus.*" It was moved by Commissioner Dittmar and seconded by Commissioner Matthews to accept CC-1. There were no objections, and the motion was unanimously approved.

**YOUTH COMMISSION:** To resume in September.

**PUBLIC INPUT:** Mayor Tom Adams thanked the Commissioners for their service, and efforts in support of the Community.

**ADMINISTRATIVE REPORTS:** None

**SUB-COMMITTEE REPORTS**

**SCR-1 Park Master Plan Update** - Recreation Manager, Katie Distelrath reviewed the revised timeline for the Park Master Plan, discussed the approach and explained that the revised draft would be brought back to the September meeting. She introduced Steve Duh, the Conservation Technix consultant on the Park Master Plan, who provided a presentation on the first draft of the plan. The plan is strategic in nature, and intended to help the City lay out a foundation for where the City wants to go over the next ten years in terms of parks and open space. Asking for input from the Commission, and will prepare the second draft to include tonight's recommendations.

**SCR-2 Julian Fisher Park** - Public Services Director, Tina Cherry provided an update on the Julian Fisher Park improvements. Currently in the demolition phase, then utility relocation, and grading. Staff is conducting weekly construction meetings. Looking to receive feedback from the Commission on the Portland Loo artwork, and the actual design ideas for wraps on the loo. The Art in Public Places Committee will work with the themes and ideas provided by the Commission.

**CC-1**

## REPORTS FROM STAFF

### **RFS-1** Public Services Director, Tina Cherry

1) Bike Master Plan Implementation – Provided an update on the Bike Master Plan and shared a map of the plan. The Community Ride will be held on October 21, (details are being finalized) and will begin at Recreation Park with a celebration. Move Monrovia will have an opportunity to speak on issue.

2) Bigbelly Solar Trash and Recycling Compactors – The City utilized the Cal Recycle Beverage Grant to lease six solar powered compactors to be placed in Old Town and Library Park. This is a pilot program. The Art in Public Places Committee will work on historic design images for the wraps for the compactors.

3) Library Park Comprehensive Master Plan – There is a budget of \$650,000 for improvements to Library Park. This will include the resurfacing of the Library Park playground, installation of a restroom, landscape enhancements, looking at the possibility of adding patio space and adding an entrance from the south end of the Library. The concepts will be presented to the Community Services Commission and the Library Board in October or November for feedback.

### **RFS-2** Recreation Manager, Katie Distelrath

1) Recruitment Update – Adding two new positions, a Program Coordinator for Canyon Park/HWP, and a Management Analyst. Both positions have been filled. An in-house candidate, Marlene Jimenez was selected for the Canyon Park/HWP position, and the Management Analyst candidate comes to us from the City of Claremont, Jamie Bumia. Staff will be introduced to the Commission at our September meeting.

2) Mary Wilcox Youth Center Open Gym Program – Thank you to the Commission for the recommendations, and to be able to provide the basketball opportunities to our community. During July we had 211 participants taking advantage of the open gym.

Reminder – Commission portraits and group photo is scheduled for Saturday, September 9. The group photo will be used in the Park Master Plan document.

### **RFS-3** Senior Recreation Supervisor, Lisa Hansberger

1) Friday Night Teen Scene Update – The program provides the opportunity to develop leadership skills, and group sport activities for interested youth. The program is offered for eight weeks during the summer from June 16 – August 4.

### **RFS-4** Recreation Supervisor, Rebecca Sandoval

- 1) Annual Facility Maintenance Week is scheduled for Monday, August 28 – Friday, September 1. No programming is scheduled in the facility. However the business and Passport office are open.
- 2) The passport operation will be moving to their own office adjacent to the Iris Room.

### **RFS-5** Recreation Supervisor, Rebecca Sandoval provided Recreation Coordinator, Tobi Scrugham's update.

1) Concert update, successfully held 14 concerts. The Levitt Concert Series concluded last Wednesday, the entertainers were all great. Saturday concerts at Station Square are picking up, and the Sunday concerts are a big hit.

**RFS-6** Hillside Wilderness Preserve Supervisor, Eugene Suk

1) Family Hike and Campout participation has been great, each of the events (June, July and August) have sold out. Registration for the September event will open on September 2.

**RFS-7** Recreation Coordinator, Brooke Putich

1) Summer Extravaganza is in week 8, the final week; it has been a successful program, concluding with the Monrovia Olympics. Closing ceremony will be held on Thursday, certificates and medals will be distributed to the participants, and closing out the Camp with a potluck.

2) Yes Intern Program – Ten interns were in the program this year. The interns were placed in various city departments, along with Oakcrest Institute (a leader in environmental research) which was added as one of our partners.

An invitation was extended to the Commissioners to attend the YES graduation on Thursday, August 10 from 1:00 – 4:00 p.m. in Council Chambers.

3) Youth Commission Program concluded last week. The end of year celebration included a pizza party and laser tag experience. Both Youth Commission and the Teen Advisory Board (TAB) participated.

Youth Commission will begin again in September.

**COMMISSION LIAISON REPORTS**

**CLR-1** Commissioner Belden – Absent/Excused.

**CLR-2** Commissioner Cortina – No report.

**CLR-3** Commissioner Dittmer

1) Art in Public Places – approved a mural of angel wings in the 400 block of Myrtle Avenue. Also approved the acquisition of two new bears; one will be placed at Recreation Park.

**CLR-4** Chair Hirsch – Absent/Excused

**CLR-5** Commissioner Matthews

1) California Parks and Recreation Society (CPRS) Legislative Committee - Two bills, Assembly Bill 18 and Senate Bill 5 have both been moving through their respective houses.

2) Monrovia Community Coordinating Council - Dark in July and August, decided this year to start up again in August in preparation for the new school year. City Manager, Oliver Chi spoke at this meeting. Next meeting is scheduled for Monday, September 11.

**CLR-6** Commissioner Mills

1) Community Emergency Response Team (CERT)– Next meeting August 28 at 6:30 at Station 102.

2) Mental Health Consortium – Next meeting is August 25 at the City of Hope.

3) Monrovia Area Partnership (MAP) – The next quarterly meeting is October 7 in the Library Community Room. MAP has a program “Care for your Neighborhood”. MAP Leaders will help a neighbor in need of assistance with caring for their home on August 26.

4) Adult Leadership Academy will begin on September 7, and the Youth Leadership Academy will begin on September 6.

**CLR-7** Vice Chair Ulm –

1) Canyon Park Volunteers – Oak Crest Institute was on the program at this meeting.

**ADJOURNMENT:** The regular meeting of the Community Services Commission was adjourned at 8:50 p.m.

**CC-1**