

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
HELD TUESDAY, AUGUST 14, 2018**

CONVENE: Chair Ulm convened the Regular Meeting of the Community Services Commission on Tuesday, August 14, 2018 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; Recreation Superintendent, Rebecca Sandoval; Recreation Supervisor, Heather Sayers; Recreation Supervisor, Jamie Bumia; Hillside Wilderness Preserve Supervisor, Eugene Suk; Recreation Coordinator, Brooke Putich; and Senior Administrative Assistant, Tina Wells.

PLEDGE OF ALLEGIANCE: Commissioner Matthews led the Flag Salute.

ROLL CALL: In attendance: Commissioners Cortina, Dittmar, Matthews, Villegas, Mills (A/E), Vice-Chair Belden (A/E) and Chair Ulm.

PRESENTATION(S): None

CONSENT CALENDAR: Commissioner Matthews moved to accept CC-1 and CC-2, Commissioner Dittmar seconded the motion. There were no objections, and the motion was approved.

CC-1 Unadopted Minutes of the July 10, 2018 Regular Meeting

CC-2 Canyon Park and Hillside Wilderness Preserve Patrol Update July 2018

YOUTH COMMISSION REPORT: No report.

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 Recommended Change to the Order of Business for the Community Services Commission Agenda – Tina Cherry, Public Services Director.

Staff is presenting for the Commissions consideration the modification of the order of business, on an ongoing basis, to have the Public Comments portion of the agenda prior to Presentations.

After discussion, it was moved by Commissioner Dittmar and seconded by Commissioner Villegas to approve the recommended changes in the order of business, on an ongoing basis for the monthly Community Services Commission meeting. There were no objections, and the motion was approved.

**CONVENE MONROVIA
WILDERNESS PRESERVE FOUNDATION, INC. (WPF)
WITHOUT ADJOURNING COMMUNITY SERVICES COMMISSION MEETING**

WPF CONVENE: President Ulm

WPF ROLL CALL: Boardmembers Cherry, Cortina, Crudgington, Dittmar, Mills (AE), Matthews, Villegas, Vice President Belden (AE), President Ulm

WPF PUBLIC INPUT: None

CC-1

WPF ADMINISTRATIVE REPORTS

WPF AR-1 Wilderness Preserve Foundation Financial Report 2017-2018 – Tina Cherry, Public Services Director presented the Financial Report for 2017-2018 for Commissions review.

After discussion, it was moved by Commissioner Matthews and seconded by Commissioner Dittmar to accept the WPF AR-1 Wilderness Preserve Foundation Financial Report 2017-2018. There were no objections, and the motion was approved.

WPF ADJOURNMENT

RECONVENE MONROVIA COMMUNITY SERVICES COMMISSION MEETING

SUB-COMMITTEE REPORTS: None

REPORTS FROM STAFF:

Tina Cherry, Public Services Director

- 1) Provided and update on the Proposed Library and Library Park Enhancements. Community engagement has been robust. Staff is reviewing design enhancements with AHBE Architects. The idea of a restroom in Library Park has been included in the Park Master Plan. Staff visited Kids Space in Pasadena for ideas on enhancing the Children's Services area.
- 2) Photos of the repairs to the slide at Lucinda Garcia Park were presented.
- 3) Eagle Scout Cameron Wong was referred by Volunteer Center of San Gabriel Valley. His project was to build and install a Little Library at Julian Fisher Park.
- 4) Working on getting the Year End Review on City Website.

Katie Distelrath, Recreation Manager

- 1) Provided a recap of the Coexisting with Wildlife Community Meeting which was held Wednesday, August 8 in the Community Room.
- 2) The Youth Sports program has been reimagined, it is a city wide program, rather than a school based program. The reimagined program would eliminate the duplication of after school services, and provide more access for the youth city wide to participate in the program. Registration opens on Monday, August 27.
- 3) Summer Programming Update
 - a. The partnership with the Junior Research Academy (JRA) was very successful. Staff will debrief with JRA and will provide and update.
 - b. YES Interns - 28 interns were hired this year. Fourteen were placed in City Departments and fourteen were placed with program partners. Staff is currently gathering feedback from interns and mentors. Staff will also track the intern's employment during the upcoming six months.

- c. Summer Concerts and Movies - The concert series was a huge success. Rebecca Sandoval, Recreation Superintendent will provide a full update next month. Four movies were offered this summer, and a full report will be provided next month.
- 4) Study Session Reminder - Scheduled for Tuesday, August 28 at 6:00 p.m. at the Cabin in Canyon Park. Topics will include;
 - a. Presentation on the Homelessness Response Plan
 - b. Community Center Needs Assessment
 - c. Wilderness Preserve Foundation
 - d. Park Master Plans Gaps and Priorities
 - e. Liaison Assignments

Rebecca Sandoval, Recreation Superintendent

- 1) Provided an overview of the new Senior Nutrition Program. The program will be offered at the Senior Club meetings held on Tuesdays and Wednesdays. Menus are dietician approved.
- 2) Staff Professional Development Training/End of Sumer Recap - Scheduled for Wednesday, August 29 from 5:00 - 7:00 at the Community Center.

Eugene Suk, Hillside Wilderness Preserve Supervisor

- 1) Family Hike and Campout Update - Eight Family Hike and Campouts were planned this year. Each of the Campouts has been well attended. Several of the guests have been repeat customers.
- 2) Kids Craft in the Canyon began last year. The program is offered every last Sunday of the month all year with the exception of December. This program is collaboration with Home Depot.

Heather Sayers, Recreation Supervisor

- 1) Community Center Maintenance Week - Is scheduled for the week of August 27. This allows the team to complete maintenance that cannot otherwise be completed during normal operations. Staff will also inventory equipment to ensure proper working order. New rain gutters will be installed. Staff will be moving a two of the staff offices, and the Iris Room will be turned into a Staff Lounge, and will no longer be available for rent.

COMMISSION LIAISON REPORTS:

Vice-Chair Belden - AE

Commissioner Cortina - No report

Commissioner Dittmar - No report

Commissioner Matthews - No report

Commissioner Mills - AE

Commissioner Villegas - No report

Chair Ulm - Community Media of the Foothills met, Councilmember Crudgington was in attendance. Dozens of new programs are being produced. Working with AARP on PSA's directed at seniors.

NEXT SCHEDULED MEETING: The next regular meeting of the Community Services Commission is scheduled for Tuesday, September 11, 2018 at 7:00 p.m. Monroe Room, 119 West Palm Avenue, Monrovia, California.

ADJOURNMENT: The regular meeting of the Community Services Commission was adjourned at 9:18 p.m.