

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
HELD TUESDAY, OCTOBER 9, 2018**

CONVENE: Chair Ulm convened the Regular Meeting of the Community Services Commission on Tuesday, October 9, 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; Management Analyst, Heather Gibson; Recreation Coordinator, Marlene Yang; Recreation Coordinator, Ashley Gonzales; and Senior Administrative Assistant, Tina Wells.

PLEDGE OF ALLEGIANCE: Commissioner Mills led the Flag Salute

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

PUBLIC INPUT: None

PRESENTATION(S): Introduction of Heather Gibson, Public Services Management Analyst.

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

CC-1 Unadopted Minutes of the September 11, 2018 Regular Meeting

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

YOUTH COMMISSION REPORT: Sophia Littlefield a junior at Gabrelino High School provided updates on current and upcoming activities.

ADMINISTRATIVE REPORTS:

AR-1 Community Center Needs Assessment – Katie Distelrath, Recreation Manager

The Community Center Needs Assessment was a multipronged approach to determine if the current Community Center is meeting the needs of the community. A survey was conducted, and the feedback provided was tremendous, more than 50% of those surveyed reported that the current Community Center does not meet the needs of the community.

The Community Services Commission recommends a seismic evaluation of the Community Center, and a report be brought to the City Council that includes survey data indicating that the Center does not meet the needs of the community.

Following discussion, it was moved by Commissioner Cortina and seconded by Commissioner Mills to bring a report to the City Council indicating that the Center does not meet the needs of the community, include a seismic evaluation of the building, and anticipate future needs including technological upgrades. There were no objections, and the motion was approved.

CC-1

REPORTS FROM STAFF:

Tina Cherry, Public Services Director

- 1) Mobile Vendors SB - 946 Update - This will go into effect on January 1, and allows for street vending on city streets and parks. Anyone selling food or drinks from a cart is required to have a health permit, including a letter rating, a City of Monrovia business license, maintain ADA access and meet insurance requirements.
- 2) Library and Library Park Enhancement Project Update – City Council approved an agreement with Undisclosable Ink for finalizing the architectural drawings and move into construction drawings for the Library and Library Park enhancements.
- 3) Make a Difference Day Update – Saturday, October 27, is Make a Difference Day. In the past the Commission participated in a project as a group. Staff will develop a project for the Commission to participate in.
- 4) Personnel Updates - Brooke Putich has left, and is working in the private industry, closer to home. Tina Wells has announced her retirement.
- 5) Certain program responsibilities have been shifted; Jamie Bumia is now working as a Recreation Supervisor overseeing Youth Commission, Youth Sports and Senior programming.

Rebecca Sandoval, Recreation Superintendent

- 1) Fall Festival Update - Is this Saturday in Old Town from 12:00 – 6:00 p.m. Nineteen businesses are participating.
- 2) Halloween Bash Update - Thanked Commissioners Matthews and Mills who volunteered to judge the costume contest.
- 3) Reminder - Veterans Day Event, Monday, November 12, 2018 – City facilities will be closed.

Jamie Bumia, Recreation Supervisor

- 1) Youth Sports Update - Thanked the Commissioners for their feedback, guidance and support in the development of the reimaged program. Opening Day ceremonies were held on Saturday, September 29. Commissioners are invited to all of the games.
- 2) Senior Lunch Program Update - The program is a real hit. It began on Tuesday, September 4. To date 278 meals have been served, and \$487 in donations has been received.

COMMISSION LIAISON REPORTS:

Vice-Chair Belden

- 1) No Report.

Commissioner Cortina

- 1) Boys and Girls Club - The summer program was successful with 577 children and teens registered.

Commissioner Dittmar

- 1) Art in Public Places - Meeting was held on September 12, art submittals were reviewed. Of the eight submittals six were accepted, a selection will be made soon. Two neighborhood treasure projects are being worked on.

Commissioner Matthews - AE

CC-1

Commissioner Mills

- 1) Mental Health Consortium - The next meeting will be held on Friday, October 19 at the City of Hope. This month's topic will be Mental Health and the Severally Mentally Ill. Commissioner Villegas will also attend the meeting.
- 2) Citizens Emergency Response Team (CERT) - CERT will participate in Make a Difference Day.
- 3) Monrovia Area Partnership (MAP) - Graduation is coming up on November 6

Commissioner Villegas

- 1) Attended the September 12 Monrovia Unified School District Board Meeting, the topic was finances and decreased enrollment.

Chair Ulm

- 1) Community Media of the Foothills – The Board is searching for a new Executive Director. Reyna Delgado is stepping in to help out until the new Executive Director is on board.

NEXT SCHEDULED MEETING: The next regular meeting of the Community Services Commission is scheduled for Tuesday, November 13, 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 8:21 p.m.