

**MINUTES OF THE  
MONROVIA COMMUNITY SERVICES COMMISSION  
TUESDAY, SEPTEMBER 10, 2019**

**CONVENE:** Chair Belden convened the Regular Meeting of the Community Services Commission on Tuesday, September 10, 2019 at 7:03 p.m. at the Monrovia Community Center, Monrovia, California. Staff in attendance; Community Services Director, Tina Cherry; Recreation Manager, Katie Distelrath; Recreation Superintendent, Rebecca Sandoval; Management Analyst, Heather Gibson; Administrative Assistant, Adriana Marin.

**PLEDGE OF ALLEGIANCE:** Commissioner Matthews led the Flag Salute

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

**PUBLIC INPUT:** Chris Studebacker commented on the Soap Box Derby and thanked the Commission for their support.

**PRESENTATION(S):** None

**CONSENT CALENDAR:** It was moved by Commissioner Bank, seconded by Commissioner Shieff to accept CC-1, CC-2 and receive and file CC-3, CC-4, CC-5, and CC-6. There were no objections and the motion was approved.

- CC-1** Unadopted Minutes of the August 13, 2019 Regular Meeting
- CC-2** Canyon Park and Hillside Wilderness Preserve Patrol Update for August 2019
- CC-3** 2019 Summer Concert and Movie Series Overview
- CC-4** 2019 Friday Night Teen Scene Overview
- CC-5** 2019 Youth Employment Services (YES) Program Overview
- CC-6** 2019 Fall Program Update

**ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED:** None

**YOUTH COMMISSION:** No report.

**ADMINISTRATIVE REPORTS:**

**AR-1 Canyon Park Parking Proposed Mitigation Plan (Verbal Report)**

Tina Cherry, Community Services Director, presented the Proposed Mitigation Plan and provided an overview of things done in the past as it relates to Canyon Park parking mitigation; discussed challenges and impact on community.

Following discussion on current challenges, Ms. Cherry asked the Commission for feedback. Staff will further develop the options and provide a full report to the Commission at a later date.

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

**CC-1**

**WPF CONVENE**

President Belden

**WPF ROLL CALL**

Boardmembers, Bank, Blackburn (Absent) , Cherry, Vice President Cortina, Mills (A/E), Matthews, Shieff, Villegas, and President Belden

**WPF CONSENT CALENDAR**

None

**WPF PUBLIC INPUT**

None

**WPF ADMINISTRATIVE REPORTS**

**WPF AR-1 Discussion Related to Potential Next Steps of the Hillside Wilderness Preserve Foundation**

Tina Cherry, Community Services Director, presented the agenda report related to potential next steps of the Hillside Wilderness Preserve Foundation and highlighted key discussion points including the purpose of the Foundation; interest from the community to join the Foundation; and impact to grant funding to operate the Hillside Wilderness Preserve Foundation.

**It was moved by Chair Belden, seconded by Vice-Chair Cortina to create an ad hoc meeting to further study the issue for two months and then bring the item back for the Commissions consideration. Commissioners, Bank and Shieff as well as Vice-Chair Cortina and Chair Belden volunteered to serve on the committee. 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, Community Services Director

- 1) Update on Options for Learning Program Expansion – Staff will be meeting with Community Development and Public Works to further discuss comments and questions from Options including site plan, arborist referral, parking lot lease, walk-through of area, and funding to sustain program.
- 2) Update on Monrovia Community Center Feasibility Study – Staff met with Undisclosable Architecture Firm to discuss project objective, what they need from staff, and the role of the Commission. The feasibility study will evaluate the current facility for retrofit or new construction. Staff will provide ongoing updates for the Commission discussion and future action.
- 3) City Manager, Oliver Chi Community Celebration – The Ice-Cream Social is scheduled for September 20, 2019, 6-8 p.m.
- 4) Implementation of New Fees and Charges - Staff was asked to come back to City Council at mid-year

to report on revenue and will present an update to the Commission in December or January. The revenue analysis prepared for Council included at all park facility rentals. A PowerPoint presentation outlined the rental types, number of users, number of rentals, percentage breakdown of residents and non-residents.

Katie Distelrath, Recreation Manager

- 1) Make a Difference Day Commission Projects – Saturday, October 26, 8:00 a.m.- 12:00 noon. The projects for Commission consideration: 1) Paint hallways and front counter area at the Community Center; 2) landscaping work; 3) paint Rotary Bandshell. After discussion, the Commission selected option one.

Rebecca Sandoval, Recreation Superintendent

- 1) Halloween Costume Contest Judges – The event is scheduled for Thursday, October 31, 2019, 3-6 p.m. Ms. Sandoval announced staff is seeking judges for the Halloween Bash. Commissioners Bank, Mills, and Shieff volunteered to serve in this role.

### **COMMISSION LIAISON REPORTS:**

Chair Belden – No report.

Commissioner Bank

1. Canyon Park Volunteers – A new staff member talked about the trip to National Parks and shared a video and slides.
2. Community Media of the Foothills KGEM – The September Board meeting was cancelled.
3. Senior Clubs – Attended the two Senior Club meetings.

Vice-Chair Cortina

1. Boys & Girls Club of the Foothills – The Club had a record high of 117 teens at the Teen Center.
2. Monrovia, Arcadia, Duarte Town Council – (MAD Town Council) – Adopt A Vote Center Program to pilot centers for new voting system; started a Parks After Dark program; and opened a lab with recording studio.

Commissioner Matthews

1. California Parks and Recreation Society (CPRS)
  - a. California Association of Park & Recreation Commissioners & Board Members (CAPRCBM) – The retreat will be held in Tahoe.
2. MUSD PTA Council – Will not be able to attend future meetings due to conflict.

Commissioner Mills – A/E

Commissioner Shieff

1. Move Monrovia – Will provide update on cycling safety training and opportunities for parking spaces at next meeting.
2. Art in Public Places – The next meeting will be held on Tuesday, October 29, 2019.

Commissioner Villegas

1. Monrovia Unified School District – Will not be able to attend future meetings due to conflict.
2. Mental Health Consortium – The next meeting is scheduled for Friday, October 11, 2019.

**NEXT SCHEDULED MEETING:** The next regular meeting of the Community Services Commission is scheduled for Tuesday, October 8, 2019 at 7:00 p.m. at the Monrovia Community Center, Monroe Room, 119 West Palm Ave., Monrovia, California.

**ADJOURNMENT:** The regular meeting of the Community Services Commission was adjourned at 9:02 p.m.

DRAFT