

**MINUTES OF THE  
MONROVIA COMMUNITY SERVICES COMMISSION  
TUESDAY, NOVEMBER 12, 2019**

**CONVENE:** Vice-Chair Cortina convened the Regular Meeting of the Community Services Commission on Tuesday, November 12, 2019 at 7:02 p.m. at the Monrovia Community Center, Monrovia, California. Staff in attendance; Community Services Director, Tina Cherry; Recreation Superintendent, Rebecca Sandoval; Management Analyst, Heather Gibson; Administrative Assistant, Adriana Marin.

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

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

**PUBLIC INPUT:** Chris Studebaker commented on current and upcoming events.

**PRESENTATION(S):** None

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

**CC-1** Unadopted Minutes of the October 8, 2019 Regular Meeting

**CC-2** Canyon Park and Hillside Wilderness Preserve Patrol Update for October 2019

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

**YOUTH COMMISSION:** Benjamin Garcia, 8<sup>th</sup> grade student from Clifton Middle School, provided an update on current and upcoming events.

**ADMINISTRATIVE REPORTS:** None

**SUB-COMMITTEE REPORTS:** None

**REPORTS FROM STAFF:**

Tina Cherry, Community Services Director

- 1) Make a Difference Day Evaluation – Ms. Cherry thanked Commissioners Bank, Villegas and Matthews for taking part in the Make a Difference Day project at the Monrovia Community Center.
- 2) MAFA Art Gallery Update – The Art Gallery Exhibit Reception is scheduled for January 26; art exhibits, scheduled quarterly, will showcase artwork and will be available for sale through MAFA.
- 3) Community Services Commission Recruitment Update – Received and reviewed nine applications; staff recommendation to appoint Scott Iler as Community Services Commissioner to City Council on November 19; swearing in on December 9.
- 4) Lucinda Garcia Park Grant Update – The State site visit was held on November 6, 2019. The State received 470 applications; response from State in March 2020.

**CC-1**

- 5) Options for Learning Updates – YMCA replaced fencing. Staff will continue to work with Options and architect and will provide update to Commission.
- 6) REI Volunteer Service Project – Park Naturalist team partnered with REI on a service project focused on giving back to the community.
- 7) Year in Review / Goal Setting Meeting – Staff will forward dates for the study session meeting in January 2020.

Rebecca Sandoval, Acting Recreation Manager

- 1) Contract Class Program – Ms. Sandoval provided an overview of the contract class program. The contract program, focused on education, recreation and wellness, runs eight-week quarterly sessions, six days a week, 8am-9pm. Instructors receive 60% of fees collected and contractor determines class days and times. Also provided data on classes offered, registration, and program expenditures and revenues.
- 2) Trick or Treat Halloween Bash – The event was held on October 31, at Library Park and included twenty-one vendor booths, free photo booth, arts and crafts, and costume contest. The event generated \$11,300 in revenue. Event partners included Boys and Girls Club, CERT, Oak Crest, and Old Town Businesses who offered candy. The event had 302 registered participants.
- 3) Veteran's Day Evaluation – The event is coordinated with the Los Angeles Veterans Council and American Legion Post 44 and was held at Library Park. A photo slideshow of the event ceremony was provided.
- 4) Holiday Program Updates
  - i. The Thankful and Grateful Holiday event will be held on Tuesday, November 26, 5-8pm and will include community booths, community art project, live music, and truck petting zoo.
  - ii. Holiday Parade – The event will be held on Thursday, December 5. Ms. Sandoval invited the Commission to participate in parade and as judges.
  - iii. Holiday Home Decorating Contest – The event applications will be available on Monday, November 18; judging will take place on Monday, December 16.
  - iv. Sunshine Company Holiday Program – The holiday program will be held on Friday, December 13, 6:30-8pm, Kay Dalton Room.

#### **COMMISSION LIAISON REPORTS:**

Chair Belden – (A/E)

Commissioner Bank

1. Canyon Park Volunteers – The Canyon Park Annual Holiday Party will be held in December; event theme is Willy Wonka.
2. Community Media of the Foothills KGEM (Temporary) – KGEM has a new board member.

Vice-Chair Cortina – No report.

Commissioner Matthews

1. California Parks and Recreation Society (CPRS) – Distributed information on CPRS supported

**CC-1**

Legislative Bills and Bond Acts proposed to be on November 3, 2020 ballot.

- a. California Association of Park & Recreation Commissioners & Board Members (CAPRCBM) – Attended the League of California Cities Conference; working on sessions for the March 2020 Conference.
2. Monrovia Community Coordinating Council - The meeting included Jericho Road, a non-profit organization that serves non-profits in setting up and training boards. The next meeting will be held on Monday, December 2.

Commissioner Mills

1. Community Emergency Response Team (CERT) – The class graduation was held at City Council last week.
2. Mental Health Consortium – The Conference will be held in April 2020.

Commissioner Villegas

1. Mental Health Consortium – Attended the meeting on Friday, October 11 and centered on veterans.

**NEXT SCHEDULED MEETING:** The next regular meeting of the Community Services Commission is scheduled for Tuesday, December 10, 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 8:54 p.m.