

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
HELD TUESDAY, MAY 13, 2014**

CONVENE: Chair Crudgington convened the Regular Meeting of the Community Services Commission on Tuesday, May 13, 2014 at 7:00 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance: Community Services Director Tina Cherry, Acting Recreation Division Manager Kerri Zessau, Recreation Supervisor Lisa Hansberger, Administrative Secretary Tina Wells, Senior Park Ranger Hector Inzunza, Assistant Recreation Coordinator Rebecca Romero, and Assistant Recreation Coordinator Memo Chavez.

PLEDGE OF ALLEGIANCE: Commissioner Ulm led the Flag Salute.

ROLL CALL: In attendance: Commissioners Dittmar, Lopez, Matthews, Ulm, Vice-Chair Mills, and Chair Crudgington. Commissioner Wong - Excused

PRESENTATIONS: Assistant Recreation Coordinator Rebecca Romero introduced John Watson and Katie Gundersen-Watson the City of Monrovia's Older Americans of year.

CONSENT CALENDAR: It was moved by Commissioner Dittmar and seconded by Vice-Chair Mills to accept the consent calendar consisting of CC-1, CC-2 and CC-3. There were no objections and the motion was unanimously approved with a spelling correction to CC-1 Commissioner Matthews' liaison report – the acronym **CHERP** Monrovia is corrected.

CC-1 Unadopted Minutes of the April 8, 2014 Regular Meeting

CC-2 Division Manager's Report – M. Carney, Deputy Director Public Works

CC-2 Hillside Wilderness Preserve Patrol Update for April 1 through April 30, 2014

YOUTH COMMISSION REPORT: Tiffany Scott, Youth Commission President and a senior in high school provided an update on current and upcoming Youth Commission programs and events.

PUBLIC INPUT: No report.

ADMINISTRATIVE REPORTS:

AR-1 2012-13 Options Annual Report for Use of Rotary Park and Recreation Park – Memo Chavez, Assistant Recreation Coordinator, provided an overview of the Options Annual Report. Information provided and extrapolated from the annual report indicates the programs at Recreation and Rotary Parks experienced an increase in enrollment in the 2012-13 fiscal year.

After discussion, it was moved by Commissioner Matthews and seconded by Commissioner Ulm to receive and file 2012-13 Options Annual Report for Use of Rotary Park and Recreation Park as outlined in this report. There were no objections and the motion was unanimously approved.

AR-2 2012-13 Canyon Park Outdoor Educational Program Evaluation – Hector Inzunza, Senior Park Ranger reported that Canyon Park staff are dedicated to providing interpretive based curriculum that exposes students to the natural and cultural resources in the Monrovia foothills. The Outdoor Education program is offered to Monrovia Unified School District (MUSD) students as well as non-MUSD students. Total participation for 2012-13 was 2,852 compared to 3,041 in 2011-12. The program generated \$8,556 in 2012-13 as compared to \$9,123 in the 2011-12 fiscal year, which represents a decrease in revenue of \$567, the decrease is directly related to the decrease in student enrollment in the MUSD. Staff recommends a fee increase of \$1 from \$3 to \$4 per student (or \$120 minimum).

CC-1

After discussion, it was moved by Commissioner Ulm and seconded by Commissioner Lopez to accept option number one, increase the program fee from \$3 per student to \$4 per student (or \$120 minimum.) There were no objections and the motion was unanimously approved.

AR-3 2014 Spring Egg Hunt and YMCA Healthy Kids Day Event Evaluation – Lisa Hansberger, Recreation Supervisor reported the Spring Egg Hunt and YMCA Healthy Kids Day is offered annually and was held on Saturday, April 19 at Recreation Park from 10:00 a.m. to 1:00 p.m. This year's event drew approximately 3,000 participants as compared to 2,500 in 2013. In support of the City's Green Accords, staff reused decorations; printed materials on recycled paper, and biodegradable toy filled eggs were used. This year, 30 Youth Commissioners and Teen Advisory Boardmembers volunteered at the event, resulting in a staff cost savings of \$1,170.

After discussion, it was moved by Commissioner Dittmar and seconded by Vice-Chair Mills to receive and file AR-3 Spring Egg Hunt and YMCA Healthy Kids Day Event Evaluation. There were no objections and the motion was unanimously approved.

DIRECTOR'S REPORT: Tina Cherry, Community Services Director provided updates on the following;
City Council Activity – A contractor has been selected and will begin work on the repair of the wishing well in Library Park in two to three weeks. • Opportunity to expand our partnership with Max Aquatics – Max Aquatics is the third party provider for swim programs offered at Monrovia High School. MAX will expand their summer program to include adult lap swim and additional swim lessons. • Public Works is moving forward with lease agreements for Community Services vehicles, Carl Hassel Public Works Director found an innovative way to save money by leasing vehicles as opposed to investing in the older less efficient vehicles. • National Recreation Area legislation came before City Council with lots of discussion and public input, at the end of the day the City Council voted unanimously to not include Monrovia in the National Recreation Area and directed staff to draft a letter to Congressman Chu stating their opposition to the legislation and a copy of the letter will go to the San Gabriel Council of Governments (COG). • The oak tree in Library Park was successfully removed. • The Hoffman Family (Lathrop Hoffman passed away last month) has requested that any donations be made to the Library Foundation. • The May 20 City Council agenda includes a report recommending the approval of the Julian Fisher Park playground equipment and soft surface installation. • The week of May 19 through 25 is Public Works Appreciation Week.

DIVISION MANAGER'S REPORT: Kerri Zessau, Acting Recreation Division Manager provided updates on the following:

Recreation is busy planning and implementing programs and celebrating our successes. • Working with Youth Commission and TAB and having them be part of our team. • Youth Commission and the Teen Advisory Board (TAB) hosted the Arbor Day Celebration on April 24 at Fire Station 102, a Crepe Myrtle was planted • Saturday, May 10, the fourth annual Fountain to the Falls events went off with 308 registered, 290 who actually participated – no major injuries were reported. An evaluation of the event will be brought to Commission next month. • Upcoming events – Summer in-service for the summer staff is June 16 through 20. The week long program encompasses City-wide policies to CPR. • The Summer Extravaganza program has 150 registered with a maximum of 200 spots available. The program is offered in partnership with the Boys and Girls Club. • Staff has secured \$23,500 in sponsorships for the 4th of July fireworks show as follows;

\$7,000 Corey and Mayor Mary Ann Lutz
\$5,000 Wendy's Restaurant
\$5,000 Samuelsson and Fetter

Expanded training opportunities are being offered to staff, CPRS offers Recreation Leader training, beginning in June for both part-time and full-time staff. Full-time staff has been invited to view a webinar - The Disney Way on customer service. • Hector and staff will attend a training session on non-native species.

CC-1

COMMISSION LIAISON REPORTS:

CSC LR-1 Chair Crudginton – Monrovia Historic Preservation Group (MOHPEG) – thanked staff and the Youth Commission for all their help at the Mother's Day Home Tour. Thanked Mayor Pro Tem Shevlin for the proclamation of May as Historic Preservation Month at the last City Council meeting. • Monrovia Providers Network will present another Care Café on June 26. The program is geared to people with memory concerns and their caregivers. An ice cream social is planned for August 26. Chief Haberle was the speaker at the last meeting and reminded the group that disabled seniors or those living alone can register with the Fire Department, the Department performs welfare checks during emergencies and at other times – registration is required. • The Santa Anita Family Service Board held a strategic meeting at the Doubletree. The new El Monte Veterans and Homeless housing facility needs support services and a mental health component. • An abbreviated plan of the Community Wildfire Protection Plan (CWPP) was presented to City Council and will be wrapped up soon.

CSC LR-2 Commissioner Dittmar – No report.

CSC LR-3 Commissioner Lopez – No report. Announced that due to work commitments will not seek re-appointment to the Community Services Commission.

CSC LR-4 Vice-Chair Mills – Happy that the sub-committee on Homelessness and Park Conduct is in place. MAP's summer movie series will begin on June 14 and run through July 26. Pocket size cards with the movie dates and locations are available. • CERT in partnership with MAP begins the neighborhood conference in June. CERT members assisted with the Fountain to the Falls event at Library Park and at the first aid station.

CSC LR-5 Commissioner Matthews – The last meeting of the Monrovia Community Coordinating Council was held on May 5 with approximately 40 people in attendance. The American Legion delivered the program. The local Veteran's Day event will be held at Arcadia County Park on Saturday, May 25 from 10:00 to 3:00 p.m. • The next meeting will be held on June 2 and the new Board will be sworn in. Carl Hassel Public Works Director and Tina Cherry Community Services Director will be introduced to the group. • CAPRCBM a Commissioner workshop was held on May 10. An educational tour (open to all Commissioners) will be held on June 7 to the Channel Islands National Park. The next big event will be held in March 2015. • Monrovia Committee on Homelessness and Park Conduct - the following was discussed at the meetings held on April 16 and May 7; Sergeant Newton provided information on resources, laws, enforcement, realignment of the court system, problem areas in Monrovia. The next meeting will be held on May 21.

CSC LR-6 Commissioner Ulm – No report.

CSC LR-7 Commissioner Wong – Excused.

NEXT SCHEDULED MEETING: The next meeting of the Monrovia Community Service Commission is scheduled for Tuesday, June 10, 2014 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 8:45 p.m.