

**MINUTES OF THE REGULAR
MONROVIA COMMUNITY SERVICES COMMISSION
MEETING HELD TUESDAY, JUNE 10, 2014**

CONVENE: Chair Crudgington convened the Regular Meeting of the Community Services Commission on Tuesday, June 10, 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, Senior Park Ranger Hector Inzunza, Administrative Secretary Tina Wells, and Assistant Recreation Coordinator Rebecca Romero.

PLEDGE OF ALLEGIANCE: Commissioner Wong led the Flag Salute.

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

PRESENTATIONS:

PR-1 Chair Crudgington and the Community Services Commission expressed gratitude and well wishes to retiring Commissioner Lopez for his dedicated work to the community.

CONSENT CALENDAR: It was moved by Commissioner Mills and seconded by Commissioner Ulm to accept the consent calendar consisting of CC-1, CC-2 and CC-3. There were no objections and the motion was unanimously approved.

CC-1 Unadopted Minutes of the May 13, 2014 Regular Meeting

CC-2 Division Managers Report – M. Carney, Infrastructure Manager Public Works

CC-2 Hillside Wilderness Preserve Patrol Update for May 1 through May 31, 2014

YOUTH COMMISSION REPORT: Dark

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 2013 Volunteer Center of San Gabriel Valley Annual Report: Rebecca Romero, Assistant Recreation Coordinator introduced Penny Arroyo, Executive Director of the Volunteer Center of San Gabriel Valley who provided the 2013 annual report outlining volunteer services hours, special projects, events and participation specific to the City of Monrovia, expenditure and revenue for the organization and Volunteer Center sustainability. Volunteer hours in Monrovia for 2013 were 2,880 equating to \$64,944 in savings to the City and area non-profits.

After discussion, it was moved by Commissioner Matthews and seconded by Commissioner Wong to receive and file, AR-1 2013 Volunteer Center of San Gabriel Valley Annual Report. There were no objections and the motion was unanimously approved.

AR-2 2014 Fountain to the Falls Run/Walk Evaluation Lisa Hansberger, Recreation Supervisor reported; the 4th annual run/walk is a fitness event that takes place the second weekend in May. The Monrovia Firefighters Association offered a pancake breakfast in conjunction with the event. This year 308 participants registered for the run/walk compared to 352 in 2013. A total of 48 volunteers contributed to the success of this event. The primary function of the volunteers was to monitor participants during the race and redirect traffic away from the route.

After discussion, it was moved by Commissioner Dittmar and seconded by Commissioner Ulm to receive and file AR-2 2014 Fountain to the Falls Run/Walk Evaluations. There were no objections and the motion was unanimously approved.

CC-1

AR-3 Amendment to the 2013 Haunted Hike Evaluation Report Kerri Zessau, Acting Recreation Division Manager provided updated information to the 2013 Haunted Hike Evaluation Report. The 2013 Haunted Hike evaluation was presented to the Commission in December 2013. The expenditures and revenues from the December 2013 report were reexamined and a revised budget was presented. The original budget did not include the part-time costs for event planning and set-up, and also excluded the cost for event transportation resulting in the failure to meet one of the primary objectives to offset all event expenditures, and provide additional revenue which would be used for Canyon Park facility refurbishments.

After discussion, it was moved by Commissioner Dittmar and seconded by Commissioner Matthews to delay making a decision on the program until the July meeting. A meeting with staff and volunteers will be scheduled to discuss the future of the Haunted Hike event. There were no objections and the motion was unanimously approved.

AR-4 Community Services Commission Reorganization Tina Cherry, Community Services Director provided an overview of the reorganization process.

Staff recommends that Vice-Chair Mills be elected Chair of the Community Services Commission and Commissioner Matthews be elected as Vice-Chair.

It was moved by Commissioner Ulm and seconded by Commissioner Lopez to elect Vice-Chair Mills as Chair and Commissioner Matthews as Vice-Chair of the Commission for the year 2014-15. There were no objections and the motion was unanimously approved.

DIRECTOR'S REPORT

DR-1 Tina Cherry, Director Community Services

Provided the Commissioners with a list of the appointments for the Commissions and Boards that City Council approved at the June 3 meeting. • Thanked Commissioner Crudgington for her service as Chair and for providing valuable background on the Hillside Wilderness Preserve. • Thanked Commissioner Lopez for his dedication and service to the Commission. Commissioner Lopez will be recognized at the July 1 City Council meeting. • Experienced a delay in the mailing the brochure due to printing problems. The brochure will be mailed today. • Joannie Yuille has been appointed as our new Commissioner and Commissioner Mills has been reappointed. • Provided the Commission with the Julian Fisher Park signage and verbiage. • A contractor has been brought in to make repairs at the Ridgeside Road entrance. • Budget Study Session – the big topic has been deferred maintenance, discussion is on-going. Some of the immediate repairs will happen at Canyon Park, the carpet at the cabin will be replaced, the railing and deck will be addressed, the roofs at the ranger station and the mid lot restroom will be repaired. Fire Station 103 roof will be repaired as well as the roof at the Historical Museum. The full budget will go to the City Council on June 17. • Liaison assignments will be brought to the Commission for the July 8 meeting. • July is Parks and Recreation Month

DIVISION MANAGER'S REPORTS:

DMR-1 Kerri Zessau, Acting Recreation Division Manager

Reviewed the upcoming summer programs; the Summer Concert Series will begin shortly. The concert listing has been provided to the Commission for selection of a concert(s) to recognize the sponsor(s). • 4th of July concert and fireworks show begins with a concert featuring Stone Soul at 7:00pm and fireworks go off at 9:00pm from Library Park. • The Junior Park Ranger Program flyer was distributed ~ this is a new program expanding the Park Ranger program to include the Junior Park Rangers. • Summer Extravaganza runs from June 23 through August 17, noon to 5:00pm Monday through Friday. • Summer Extravaganza is expanded this year to include Library Services. The number of staff hired is based on the number of registered participants. • The Salute to Service Program recognizes Monrovia residents who are (or immediate family members) currently serving our in the armed forces. The city hosts two to three recognitions per year and the program includes, a spirit box filled with donated items secured by the Youth Commission, a Blue Star banner with the individuals name which is hung on one of the cities main arteries, and a free gym membership donated by Foothill Gym. • Youth Sports offered the program to over 360 participants and produced 196 scholar athletes. • Monrovia Reads and Plays daily participation ranged from 15 to 25, with a total of 45 registered participants. The program will remain at

Sherman Avenue – Monday, Wednesday and Friday and Tuesday and Thursday will move from Ivy Avenue to Monrovia. The participants read 510 books and 250 were given away. • Thanked Commissioner Lopez for his service to the Commission and wished him well. Thanked Chair Crudginton for her continued service and support and knowledge and expertise with the Hillside Wilderness Preserve.

COMMISSION LIAISON REPORTS:

CSC LR-1 Chair Crudginton – The Monrovia Historic Preservation Group is involved in the repair of the water well at the corner of Myrtle and Lime Avenues in Library Park. • Providers Network, the Care Café is coming up on June 26, and a fundraiser, Summer Breeze will be held Friday, July 11. • Discussed the Art in Public Places liaison.

CSC LR-2 Commissioner Lopez – The Canyon Park Volunteer summer potluck will be held on Wednesday, June 18 at 6:00pm. The guest speaker at last month's volunteer meeting was Dr. Brian Teip – with the City of Hope, the topic was ~ How Rattlesnake Bites Affect the Human Body.

CSC LR-3 Vice Chair Mills – The Summer Movie Series (sponsored by MAP) will screen the following movies ~ Surfs Up at St. Lukes Episcopal Church, June 14, Frozen at Second Baptist Church, June 28, The Avengers on Ivy Avenue (between Fig and Los Angeles) July 12 and The Lego Movie on July 26 at Monrovia High School. The MAP Neighborhood Conference is coming up on Saturday, August 9 from 9:00am to 3:00pm. Sessions will include Commissioner Matthews ~ Helping Communities Take Play Seriously, and Mayor Pro Tem Shevlin will lead the session ~ Ten Ways to Improve Your Neighborhood. The Conference is free, 250 people took advantage of the conference last year.

CSC LR-4 Commissioner Dittmar - No report

CSC LR-5 Commissioner Matthews – The Monrovia Community Coordinating Council (MCCC) met on Monday, June 2, new officers were sworn in and the members met the new Community Services Director, Tina Cherry. The next meeting is Monday, September 8. MCCC will be dark in July and August. • The California Association of Parks and Recreation members are preparing for their conference held March 10 to 12 in Sacramento. • The Committee on Homelessness and Park Conduct – approximately 38 people have been identified as homeless or engaging in park vagrancy. Information from the committee will be presented at the July first council meeting. • Will be out of town for the July 8 meeting.

CSC LR-6 Commissioner Ulm – The KGEM directors will be meeting in the next couple of days, the main item on the agenda will be the continued outreach and expanding their servicing to other communities.

CSC LR-7 Commissioner Wong – Commissioner Wong was unable to attend the MOTAB meeting, Lisa Hansberger Recreation Supervisor provided the report on behalf of Commissioner Wong. • Family Festival expanded the size of the event to the 800 block of Myrtle Avenue. • The YMCA requested funds for the Friday Night Teen programming in Library Park, anticipate offering the program for at least five weeks. • Reusable bag ordinance was discussed. • Reorganized the Board. • Discussed the status of 316 South Myrtle building and the need to remove the scaffolding • A survey was taken regarding vacancies in the Old Town area.

NEXT SCHEDULED MEETING: The next meeting of the Monrovia Community Service Commission is scheduled for Tuesday, July 8, 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 9:30pm.