

**MINUTES OF THE  
MONROVIA COMMUNITY SERVICES COMMISSION  
HELD TUESDAY, MAY 12, 2015**

**CONVENE:** Chair Mills convened the Regular Meeting of the Community Services Commission on Tuesday, May 12, 2015 at 7:00 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance: Public Services Director Tina Cherry, Library & Recreation Manager Kerri Zessau, Field Services Manager Niles Boyer, Recreation Supervisor Lisa Hansberger, Administrative Secretary Tina Wells, Park Naturalist Eugene Suk, and Assistant Recreation Coordinators Rebecca Romero and Memo Chavez.

**PLEDGE OF ALLEGIANCE:** Commissioner Dittmar led the Flag Salute.

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

**PRESENTATIONS:** Chair Mills recognized Tom and Aynn Freeman, 2015 Older Americans of the Year Award winners. Chair Mills also recognized Councilmember Gloria Crudgington for her years of service on the Community Services Commission, and wished her well as she continues her service as a newly elected City Councilmember.

**CONSENT CALENDAR:** It was moved by Commissioner Wong and seconded by Commissioner Dittmar to accept the consent calendar consisting of CC-1 and CC-2. There were no objections, and the motion was unanimously approved. Commissioner Ulm abstained from voting on CC-1.

**CC-1** Unadopted Minutes of the April 13, 2015 Regular Meeting

**CC-2** Hillside Wilderness Preserve Patrol Updates for April 1 - 30, 2015.

**YOUTH COMMISSION REPORT:** Jackie Villalvazo, a freshman at Monrovia High School provided an update on current and upcoming Youth Commission events.

**PUBLIC INPUT:** None

**ADMINISTRATIVE REPORTS:**

**AR-1 2013-14 Options Annual Report:** Memo Chavez, Assistant Recreation Coordinator reported that Options and the City have had long standing lease agreements for land use at both Recreation and Rotary Parks. Options provides an annual report of services. Options offers Headstart and Surround Care programs. These programs provide children with opportunities that strengthen their academic and social skills. The programs at both Recreation and Rotary Park experienced a slight decrease in enrollment in 2013-14. Options staff attributed the decrease to the changing demographic in Monrovia, specifically a decrease in low income families. This resulted in fewer families applying for and receiving state subsidy for Options services.

Delores Meade, Deputy Director of Options was present to answer questions. She also informed the Commission that on May 4, the organization changed its name to Options for Learning.

**After discussion, it was moved by Vice-Chair Matthews and seconded by Commissioner Ulm** to receive and file AR-1 2013-14 Options Annual Report. There were no objections and the motion was unanimously approved.

**DIRECTOR'S REPORT:** Tina Cherry, Public Services Director provided the following updates; the deadline to submit an application for the open seats on the Boards and Commissions has been extended to Friday, May 15. Both Vice Chair Matthews and Commissioner Dittmar terms are expiring. Staff has requested that the interviews be scheduled the last week of May or first week of June. The interview panel will consist of Chair Mills, Director Cherry, and once the City Council liaison has been selected that individual will also be on the panel. The new liaison will be selected at the May 19 City Council meeting. • With Commissioner Crudgington's election to City

**CC-1**

Council, this opens up liaison assignments on the Monrovia Historic Preservation Group, Hillside Wilderness Preserve, and Santa Anita Family Services. Staff recommends these assignments be discussed/re-assigned at the Commissions July meeting. • New name for Community Services/Public Works – team members worked on the Department Naming Committee. The team came up with Public Services Department. The team will also develop a logo. A renaming party will be held in the near future. The Commissions name will be unchanged. • Last year during Monrovia Days, a lot of discussion was had about the different events that were happening, and on establishing cooperation among the various organizations participating in the Monrovia Day celebration. The Commission suggested collaboration with the various service groups and organizations in the community. Under the direction of Recreation Supervisor Lisa Hansberger, she worked with the various organization, developed a consensus, and created a flyer that highlights all the special activities planned for that weekend (flyer distributed).

On May 23 at 9:30 a.m. in connection with the Gold Line Campus/Maintenance Yard dedication the Evergreen Plaza (corner of Evergreen and California) will also be dedicated. This is a small park that the Gold Line will develop and maintain.

#### **DIVISION MANAGER'S REPORT:**

Niles Boyer, Field Services Manager provided the following updates; Park Maintenance Operations - each park is given a dedicated day of the week on which work is performed. This allows for greater attention to each park. • Park bench improvements - Rotary Park will be the first park to receive new benches, the City's other parks will receive new benches as well. • The Downtown is being prepared for the Monrovia Day celebration. • Maintenance issues are being addressed at the following facilities: The Boys and Girls Club, new flooring will be installed in the kitchen, and a window will be replaced with a door on the stairwell allowing the children direct access to the game room. Improved lighting will be installed in the game room. Mary Wilcox Youth Center; working with John Wilson and RJ Collins (contractor) who will install a new bathroom. A window will also be installed looking from the lobby area to the basketball courts. Canyon Park will receive new flooring, and install a communication line at the Nature Center.

Kerri Zessau, Library & Recreation Division Manager provided the following updates; looking for Commissioners to participate in the forming of the Wilderness Preserve Foundations Ad-Hoc committee. The Commissioners suggested reaching out to MAP Leaders, Canyon Park Volunteers and the Volunteer Center. • The Fountain to the Falls was a great event, with 303 registered participants. Several City employees or spouses participated in the event. No injuries were reported. • Shared a thank you card from John Watson and Katie Gunderson to Rebecca Romero for all her hard work, and for making them feel special during their rein as Older American honorees. • Plymouth Elementary School has about 10 participants in the Youth Sports program. • Library staff is working hard on their upcoming summer programs which begin on June 20.

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

**CSC LR-1 Commissioner Dittmar** – No report.

**CSC LR-2 Vice-Chair Matthews** – The Monrovia Community Coordinating Council will meet June 1, and the new board will be introduced. Also at this meeting, the Youth Recognition awards will be brought back - three individuals will be honored. The group will extend support to the YMCA campership fund. The group will break for summer and come back in September.

**CSC LR-3 Chair Mills** – The Monrovia Area Partnership (MAP) next quarterly meeting will be held June 6 – the topic is *Coffee with Cops* in the Library Community Room from 11:00 a.m. – 1:00 p.m. and is open to all members of the community. Summer kickoff movies begin June 27 with the movie *Annie*, shown at the Monrovia Historical Museum. The next leadership academy will begin September 10, and run through October 22. The program is designed to educate the community on how our local government works. • Community Emergency Response Team (CERT) – participated in the Fountain to the Falls event, and in the MAP Conference. Also plan to participate in the pancake breakfast, and have a first aid booth on Saturday at the Monrovia Day event.

**CSC LR-5 Commissioner Ulm** – No report.

# CC-1

**CSC LR-6 Commissioner Wong** – Lisa Hansberger Recreation Supervisor provided an overview of the MOTAB meeting on behalf of Commissioner Wong. The members reviewed budget expenditures and revenue, the 2015-16 budget was proposed, and a request for street closures for the 4<sup>th</sup> of July was reviewed. • Angel Carrillo, Management Analyst City Manager’s Office announced that he will be leaving the City.

**CSC LR-7 Commissioner Yuille** - Monrovia Interfaith Council – last Thursday was the Day of Prayer ~ held at the Methodist Church from 7:00 to 8:30 p.m. The Thanksgiving celebration will be held in November at the Immaculate Conception Church on Shamrock.

**NEXT SCHEDULED MEETING:** The next meeting of the Monrovia Community Service Commission is scheduled for Tuesday, June 9, 2015 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 8:17 p.m.