

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
HELD TUESDAY, JUNE 9, 2015**

CONVENE: Chair Mills convened the Regular Meeting of the Community Services Commission on Tuesday, June 9, 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, Recreation Supervisor Rebecca Romero, Administrative Secretary Tina Wells, Hillside Wilderness Preserve Supervisor Eugene Suk, and Assistant Recreation Coordinator Memo Chavez.

PLEDGE OF ALLEGIANCE: Commissioner Wong led the Flag Salute.

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

PRESENTATION(S):

Chair Mills announced the promotions of Rebecca Romero to Recreation Supervisor, Niles Boyer to Field Services Manager, Chase Buckelew to Streets Supervisor, and Eugene Suk to Hillside Wilderness Preserve Supervisor. Welcomed new City Council liaison Mayor Pro Tem Larry Spicer.

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

CC-1 Unadopted Minutes of the May 12, 2015 Regular Meeting

CC-2 Hillside Wilderness Preserve Patrol Updates for May 1 - 31, 2015.

YOUTH COMMISSION REPORT: Assistant Recreation Coordinator Memo Chavez provided an update on Youth Commission and Teen Advisory Board (TAB) accomplishments during the year. The end of year excursion will be to Knott's Berry Farm on Saturday, June 13.

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 2014 Volunteer Center of San Gabriel Valley Annual Report: Rebecca Romero, Recreation Supervisor introduced the Volunteer Center of San Gabriel Valley (VCSGV) Executive Director Penny Arroyo. Ms. Arroyo introduced Yanier Lava. Mr. Lava coordinates the traditional volunteers, as well as the volunteers who are assisting with grounds maintenance at the parking lot at the Community Center, and parking lots throughout town. The City's agreement with the Volunteer Center stipulates that the VCSGV provide an annual report to the Community Services Commission outlining Volunteer Service Hours, special projects, events and participation specific to the City of Monrovia, organization expenditure and revenue, and Volunteer Center Sustainability. The VCSGV supports a variety of City programs including: Monrovia Area Partnership, Monrovia Chamber of Commerce, Monrovia Providers Group, Foothill Unity Center, and the assistance of grounds maintenance City-wide.

After discussion, it was moved by Commissioner Matthews and seconded by Commissioner Wong to receive and file the 2014 Volunteer Center of San Gabriel Valley Annual Report. There were no objections and the motion was unanimously approved.

CC-1

AR-2 2015 Fountain to the Falls Run/Walk Evaluation: Lisa Hansberger, Recreation Supervisor reported; the 5th annual event was offered in partnership with the Santa Anita Family YMCA Fitness Expo. The event was held on Saturday, May 9 at 7:00 a.m. The race route is 6.38 miles, and began at the Library Park Fountain, and headed north to the Canyon Park entrance, and followed the Canyon Park entrance road until the middle parking lot trailhead. Event registration was available on-line only through the Department's RecPro software via a link from the City's website. There were 303 participants registered compared to 308 in 2014.

The City of Monrovia this year along with the cities of Glendale and Sierra Madre partnered to offer the Foothill's Trail Challenge. This event is a new competitive opportunity for trail runners, and designed to encourage participation in ~ the City of Glendale's Verdugo Mountain 10K (Sunday, May 3); City of Monrovia's Fountain to the Falls (Saturday, May 9), and the City of Sierra Madre Mt. Wilson Trial Race (Saturday, May 23). Nineteen participants competed in all three races.

After discussion, it was moved by Commissioner Wong and seconded by Commissioner Matthews to receive and file AR-2 2015 Fountain to the Falls Run/Walk Evaluation. There were no objections and the motion was unanimously approved.

DIRECTOR'S REPORT:

Tina Cherry, Public Services Director provided the following updates; on Friday, June 5 an oak tree fell on the trail going up to the falls at Canyon Park. Thanked staff for their quick response. West Coast Arborists came in to remove the tree, and stabilize the area. • It was announced at the MOTAB meeting that Public Services will now be the liaison to the MOTAB Board. The transition will be final in July, more information to follow. • The City Council on Tuesday, June 2, approved the City's budget for the next two fiscal years. Some of the benefits to Community Services are; entering into an agreement for a Park Master Plan and Bike Master Plan, and will work with the Commission on both items. • Old Town, have identified funds to help with refreshing of the holiday decorations. • Street lights in Old Town will be refreshed with a new coat of paint. Looking at landscape improvements on Myrtle Avenue, removing existing plantings, and replacing with drought tolerant plants, consistent with the landscaping at Station Square and Evergreen Plaza. • Refreshing some of the landscape design at Library Park. Refreshing the drought tolerant plants, and adding new plantings where the plants haven't been successful. • Julian Fisher Park phase two is on the radar. • There were projects that were budgeted this year, but not addressed, and have been carried over. Those include cabin upgrades, the woodwork around the exterior of the cabin. Improvements to the roof at the entrance station, and Dam Keepers House. Roof repairs at the Historic Museum. • The Monrovia Legacy Project, several historic preservationists in our community have been working with Mr. Baker to begin documenting Monrovia's history, and archiving the artifacts that Mr. Baker has. A digital collection will be created of all of Mr. Baker's archives.

DIVISION MANAGER'S REPORT:

Niles Boyer, Field Services Manager provided the following updates; new bathroom installation at the Mary Wilcox Youth Center is moving forward. • New benches have been installed at Recreation Park, Lucinda Garcia Park and Rotary Park. • New lighting at the Boys & Girls Club has been installed, and a new front door and threshold have also been installed.

Parks: Morton Bay fig tree has been trimmed. • Playground surface repairs have been made at Library Park. • New pocket park at California and Evergreen, although not yet dedicated, noticed people enjoying the park. • Wishing Well drinking fountain has been ordered, and will match the drinking fountain in front of the Library. • Library Park tree trimming will take place this week in advance of the 4th of July event. • New carpet has been installed in the cabin at Canyon Park. • A new kitchen floor will be installed at the Boys and Girls Club. Thresholds at the Club have been changed out on the west side of the building. • New faucets have been installed at the Community Center. • Old Town tree trimming has been completed, and is ready for this year's holiday season. • The Capital Improvement Project (CIP) program has been approved by City Council, and is a \$51.6 million

infrastructure improvement plan. • The maintenance districts are all yielding results, the Old Town has had the trees trimmed, trip hazards have been ground down, all the parks receive attention every day of the week.

Kerri Zessau, Library & Recreation Manager provided the following updates; summer in-service is June 15 -19, and includes all full-time, and part-time staff for all the different programs. Primary focus will be on Policies and Procedures, safety training, CPR, effective communication and exceptional customer service. Team building activities are also introduced example: *How Do You Build a Team?* • Activities for seniors this month include, Lunch and Learn, Thursday, June 11 the topic is the Metro, train safety will be discussed. The excursion this month is to the Autry Museum. • Thank you to the Commissioners who have provided information on those who may be interested in serving on the Wilderness Preserve Foundations Ad Hoc Committee. A meeting will be scheduled in the next couple of weeks. • Summer Concerts are coming up, staff will send out an invitation looking for assistance in recognizing our concert sponsors. • The 4th of July event is coming up. This is the largest event the City of Monrovia offers, and involves every department. Staff is looking into the possibility of partnering with LA Party Works (new vendor for the Friday Night Street Fair) to enhance this event. • The annual Canyon Park volunteer potluck is scheduled for Wednesday, June 17 at Canyon Park at 6:00 p.m.

COMMISSION LIAISON REPORTS:

CSC LR-1 Commissioner Dittmar – Absent/Excused

CSC LR-3 Vice-Chair Matthews – Monrovia Community Coordinating Council – elections were held, and was re-elected as treasurer. Dark in July and August. Website is getting 50 to 60 hits a month. • California Association of Park and Recreation Boards and Commissions, the first board meeting was held last weekend, and includes developing training for the membership, legislation was also discussed. There is a park bond that has a 50% chance of passing through the legislature, and may be on the ballot as early as June 2016. • Ramping up for the CPRS Conference ~ banquet is scheduled for March 17. CPRS will have a booth for the first time with the League of California Cities. • Committee on Homelessness and Park Conduct ~ looked at the six recommendations brought to the City Council; five were approved to move forward. The primary recommendation is for education. Will meet again next month.

CSC LR-4 Chair Mills – Monrovia Area Partnership MAP Movies, the first movie is Annie on June 27, at the Historical Museum, second movie is Maleficent on July 11 at Rotary Park, and the third movie is Big Hero 6 at Grand Avenue Park. • Coffee with a Cop was held from 11:00a.m. to 1:00p.m. in the Library Community Room. Two officers and Chief Hunt were in attendance. There were approximately 40 attendees; Mayor Pro Tem Spicer was also in attendance.

CSC LR-5 Commissioner Ulm – Absent/Excused

CSC LR-6 Commissioner Wong – Lisa Hansberger Recreation Supervisor provided an update on behalf of Commissioner Wong. The MOTAB Board discussed their new organizational structure. • Ordinances were discussed, specifically a hair salon ordinance which will take effect on July 3. • Strong possibility that the City's pole banner at Myrtle and Foothills can be repurposed so that it can be used again to publicize programs.

CSC LR-7 Commissioner Yuille – Absent/Excused

NEXT SCHEDULED MEETING: The next meeting of the Monrovia Community Service Commission is scheduled for Tuesday, July 14, 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 8:15 p.m.