

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
HELD TUESDAY, JUNE 14, 2016**

CONVENE: Chair Matthews convened the Regular Meeting of the Community Services Commission on Tuesday, June 14, 2016 at 7:00 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance: Public Services Director Tina Cherry, Recreation Manager Katie Distelrath, Senior Recreation Supervisor Lisa Hansberger, Senior Administrative Assistant Tina Wells, and Hillside Wilderness Preserve Supervisor Eugene Suk.

PLEDGE OF ALLEGIANCE: Commissioner Dittmar led the Flag Salute.

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

PRESENTATIONS:

PR-1 Introductions of the new Library Manager, Carey Vance, and Recreation Manager, Katie Distelrath

PR-2 Recognition of outgoing Community Services Commissioner: Jenny Wong

PR-3 Directly Elected Mayor Advisory Committee Update presented by City Manager, Oliver Chi

CONSENT CALENDAR: It was moved by Commissioner Ulm, and seconded by Commissioner Wong 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 10, 2016 Regular Meeting

CC-2 Hillside Wilderness Preserve Patrol Updates for May, 2016

CC-3 2016 Fountain to the Falls Evaluation

ITEM(S) PULLED FROM CONSENT CALENDAR, IF NEEDED: None

YOUTH COMMISSION REPORT: Brendan Lewis, a ninth grade student at Monrovia High School provided an update on current and upcoming activities. Youth Commission will be dark in July.

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 Volunteer Center Annual Evaluation: Lisa Hansberger, Senior Recreation Supervisor introduced Penny Arroyo Volunteer Center Executive Director, a PowerPoint presentation was given along with an update on the programs, and services provided by the center.

After discussion, it was moved by Commissioner Wong, and seconded by Commissioner Mills to receive and file AR-1 Volunteer Center Annual Evaluation. There were no objections, and the motion was unanimously approved.

AR-2 Proposed Smoking Ban Ordinance: Katie Distelrath, Recreation Manager, provided an overview of the Proposed Smoking Ban Ordinance. The draft ordinance includes research, definitions, code amendments, and enforcement. The ordinance is ready for the consideration of the Community Services Commission (hard-copy of the proposed ordinance was provided), and will be presented to City Council for approval.

CC-1

After discussion, it was moved by Commissioner Yuille, and seconded by Commissioner Hirsch to recommend the draft Ordinance be presented to the City Council for consideration. There were no objections, and the motion was unanimously approved.

AR-3 2014-15 Canyon Park Vehicle Admission Fee and Revenue Analysis: Eugene Suk, Hillside Wilderness Preserve Supervisor provided a report outlining the Canyon Park Vehicle Admission Fee and Revenue Analysis. Canyon Park Vehicle Fee Revenue for 2014-15 was \$144,804, compared to 2013-14 of \$114,947. The increase is attributed to the reviews on popular hiking websites, such as, modernhiker.com, and yelp.com encouraging the visitor to experience the Ben Overturf trails and Canyon Park waterfall.

After discussion, it was moved by Commissioner Wong, and seconded by Commissioner Ulm to receive and file AR-3 2014-15 Canyon Park Vehicle Admission Fee and Revenue Analysis. There were no objections, and the motion was unanimously approved.

AR-4 Reorganization of the Community Services Commission: Katie Distelrath, Recreation Manager. The Community Services Commission reorganizes at the end of each fiscal year. Based on established criteria, the Vice-Chair would move into the Chair position, and Commissioner Hirsch would move into the Vice-Chair position.

After discussion, it was moved by Commissioner Mills and seconded by Commissioner Dittmar to accept the recommendation of Vice-Chair Yuille as the 2016-17 Chair, and Commissioner Hirsch as the 2016-17 Vice-Chair. There were no objections, and the motion was unanimously approved.

SUB-COMMITTEE REPORTS

SCR-1 Facility Renaming Policy Update – Tina Cherry, Director; the draft policy will be sent to the Commission for comment. Once comments are received, revisions will be made, and a more complete draft will be provided at the July meeting.

SCR-2 Parks Needs Assessment – Tina Cherry, Director; released the Request for Quotes (RFQ) for the Parks Master Plan. Received a lot of inquires and interest. Interviews will be held soon for the qualified candidates.

SCR-3 Community Center Needs Assessment Update – Katie Distelrath, Recreation Manager; over the last two weekends 5 community centers were visited. A detailed update will be brought to the Commission at the July 12 meeting. The next step is to survey the community, and consider the questions that should be asked to determine what the community wants in a Community Center.

REPORTS FROM STAFF

Lisa Hansberger, Senior Recreation Supervisor

1. 4th of July Update – Concert and Fireworks Show - The concert features Person to Person from 7:00 - 8:30 p.m., and the fireworks show begins at 9:00 p.m. A canopy decorating contest will also be held.
2. Station Square Programming Update – Programming will begin in a couple of days.
 - a. The Summer Reading Program begins this Thursday, and will be held from 6:00 -7:30 p.m.
 - b. A tribute band collective will also perform, beginning on July 14.
 - July 14, The Who Show ~ The Who Tribute Band,
 - July 21, Escape ~ The Journey Tribute,
 - August 4, Mirage ~ Vision of Fleetwood Mac and,
 - August 18, Doobies, Inc. ~ The Doobie Brothers Tribute Band

3. Three family night hikes have been scheduled in Canyon Park with transportation leaving from Station Square.
4. A Brews and Books event is also planned for Thursday, June 23 from 7:00 – 8:00 p.m.

Lisa Hansberger, Senior Recreation Supervisor presented the following update on behalf of **Rebecca Sandoval, Recreation Supervisor**;

1. California Park & Recreation Society (CPRS) Annual Training – Five Recreation Leaders, and two Specialists had the opportunity to attend the training in La Puente. Topics included; leadership skills, team building, mental health discussions, customer service, and water safety. The Keynote Speaker shared important insights, such as identifying, and using your own strengths to benefit the team and organization.
2. Staff In-Service – Recreation Leaders and YES Interns are participating in the 2016 Summer Staff In-Service. The program includes CPR training and certification, team building activities, and a hike is scheduled on Thursday in Canyon Park.

Eugene Suk, Hillside Wilderness Preserve Supervisor

1. Wilderness Preserve Foundation – 16 individuals expressed an interest in attending the introduction meeting, scheduled for Thursday, July 21 at 7:00 p.m. An overview will be given of the group's involvement.
2. Monrovia High School Career Day – Thursday, May 19, City staff visited Monrovia High School, to provide information on the exciting fields to work in local City government. In attendance, Monrovia Police and Fire Departments, City Hall, Library, Public Works, and Canyon Park staff.
3. Native American Exhibit – After two years of planning, curating, and acquiring items, the exhibit opened on Saturday, May 28. Representatives from the Chumash and Tongva Nations were present.
4. Family Camp-Out Update – On Saturday, June 11, and Sunday, June 12 Canyon Park hosted the Family Hike and Campout. Twelve families participated in the event. It was a great success.

COMMISSION LIAISON REPORTS:

CSC LR-1 Commissioner Dittmar – No report.

CSC LR-2 Commissioner Hirsch

1. MUSD - Concluded a challenging year. The summer school program begins Thursday, June 16.
2. The Boys and Girls Club along with the YMCA are both participating in the Summer Extravaganza program and looking forward to a great summer.

CSC LR-3 Chair Matthews

1. CAPRCBM
 - a. Fall Education Tour (October 9-15, 2016) includes a visit to Death Valley National Park and Little Petroglyph Canyon, a remarkable historic site dedicated to Native Americans, and their art. The trip will include: three nights at the Furnace Creek Ranch at Death Valley, four days visiting the national park; and, two nights at Ridgecrest where we will have a guided tour into Little Petroglyph Canyon by leaders from the Maturango Museum. The cost of this trip is \$925 per person (double occupancy) which covers cost of transportation, lodging, fees and donations, one group dinner, insurance, and incidentals. There is space for two more participants. For more information, email Paul Romero at www.caprpbm@sbcglobal.net
 - b. Commissioner and Board Member Training – June 4, 2016 from 9:30a.m. – 3:00p.m. in the City of Antioch. Free program includes morning refreshments and lunch. To make a reservation for this important training program, contact Nancy Kaiser at 925-779-7078 or nkaiser@ci.antioch.ca.us

CC-1

2. Monrovia Community Coordinating Council

a. June Meeting took place Monday, June 6, 2016. Program focus was Foothill Unity Center. Speakers Tashira Taylor and Betty McWilliams informed the group about the variety of services beyond serving as a food pantry that Foothill Unity provides including; Support and Crisis Services, Health Services linkages and referrals, and a variety of Special Programs (ex. Back to School Distribution).

b. The new officers were installed by City Clerk Alice Atkins which included Nancy Matthews moving into the position of President. MCCC will begin holding a summer meeting in July (7/11/16 since Independence Day is the 1st Monday in July), and the program will be a report from Monrovia Community Services and the YMCA on summer program offerings.

CSC LR-4 Commissioner Mills

1. CERT

a. The citywide exercise has been postponed to Tuesday, July 12.

2. Mental Health Consortium

a. The next meeting will be held Friday, July 29 from 9:00 – 11:30 a.m. at the City of Hope, and hosted by Congresswoman Grace Napolitano.

3. MAP

a. Celebrating their 10th anniversary. The event will be celebrated on Saturday, July 9 at Julian Fisher Park at 6:00 p.m.

CSC LR-5 Commissioner Ulm – No report.

CSC LR-6 Commissioner Wong – No report.

CSC LR-7 Vice–Chair Yuille

1. The Monrovia Change Makers Project

a. Will hold its second meeting on Thursday, June 16. A Monrovia High School graduate, Ronald Husband, has had a book published, titled Steamboat School. He was the first African American Cartoonist Illustrator at Disney.

NEXT SCHEDULED MEETING: The next meeting of the Monrovia Community Services Commission is scheduled for Tuesday, July 12, 2016 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 9:10 p.m.