

**MINUTES OF THE  
MONROVIA COMMUNITY SERVICES COMMISSION  
HELD TUESDAY, AUGUST 9, 2016**

**CONVENE:** Chair Yuille convened the Regular Meeting of the Community Services Commission on Tuesday, August 9, 2016 at 7:00 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance: Public Services Director Tina Cherry, Recreation Division Manager Katie Distelrath, Senior Recreation Supervisor Lisa Hansberger, Recreation Supervisor Rebecca Romero, Senior Administrative Assistant Tina Wells, and Hillside Wilderness Preserve Supervisor Eugene Suk.

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

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

**PRESENTATIONS:** None

**CONSENT CALENDAR:** It was moved by Commissioner Matthews, 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.

**CC-1** Unadopted Minutes of the July 12, 2016 Regular Meeting

**CC-2** Hillside Wilderness Preserve Patrol Updates for July, 2016

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

**YOUTH COMMISSION REPORT:** Anthony Legins, a senior at Monrovia High School provided an update on current and upcoming activities.

**PUBLIC INPUT:** None

**ADMINISTRATIVE REPORTS:**

**AR-1 Proposed Facility and Street Naming Policy** – Katie Distelrath, Recreation Manager reviewed the revised Facility and Street Naming Policy.

**After discussion, it was moved by Commissioner Matthews and seconded by Commissioner Ulm** to review and approve for City Councils consideration the proposed Facility and Street Naming Policy with the following changes; from singular to plural (City controlled facilities/properties) in the policy, add an asterisk to *significant\** and *substantial\** in the application, to indicate, add written detail of the contribution, and not to exceed two pages. There were no objections, and the motion was unanimously approved.

**SUB-COMMITTEE REPORTS**

**SCR-1** Smoking Ban Ordinance Update – Katie Distelrath, Recreation Manager reported; City Council requested “snuff” be removed from the ordinance, as it does not create second or third hand smoke, or impact park users. The ordinance was approved at the August 2, 2016 City Council meeting, and will take effect on September 2, 2016. Informational signage will be created and placed in the parks. A hotline will be activated to report offenders. When a call/text is received a ranger will be deployed to address the situation. There will be an education period prior to actual citations being issued. Staff will report back to City Council in six months with an update.

**SCR-2** Wilderness Preserve Foundation Meeting Update – Katie Distelrath, Recreation Manager provided an update of the meeting held on Thursday, July 21. Those in attendance were more concerned about operational issues, less

**CC-1**

concerned about the fundraising aspect of the Wilderness Preserve Foundation. Everyone agreed that the Foundation should move away from the Community Services Commission; however, no one stepped forward to work on the Foundation, primarily because it is about fundraising.

**SCR-3** Community Center Needs Assessment Update – Katie Distelrath, Recreation Manager reported; on July 26, the Sub-Committee met to discuss the next steps, including the format, and type of questions for a community survey. This will be brought to the Sub-Committee, and then to the Commission for review.

**SCR-4** Park Master Plan Update – Tina Cherry, Public Services Director presented a power point, and reviewed the process to date, feedback from the consultants, and recommendations from the Sub-Committee moving forward. Six firms were interviewed, three firms rose to the top: Conservation Technix, GreenPlay, and 5 Point Design. Each firm will be asked back for a second interview. Staff will bring the final recommendation to the Commission at the September 13 meeting, and then to the City Council meeting on September 20 to award the contract. (Written proposals from the top three firms were shared with the Commission.)

## **REPORTS FROM STAFF**

### **Tina Cherry, Public Services Director**

- 1) Notification from Beacon Awards (Publishers of the Monrovia Weekly): Old Town, and the Street Fair each won a Gold Award, and Canyon Park Trails won a Silver Award. The City developed an advertisement that will be in the August 25 edition which celebrates all the great things Monrovia offers.
- 2) Julian Fisher Park Update: Will schedule a meeting soon for the Sub-Committee to meet.
- 3) Park Tax Measure: The 1 ½ cent County Park Tax Measure was approved for the ballot on July 5 by the County Supervisors. If approved, a property owner of a home of approximately 2,000 square feet would incur an additional \$30 in tax per year. This would generate approximately \$381,000 in taxes per year. However, based on the current formula, this would only provide about \$151,000 in tax revenue for Monrovia. The measure is heavily weighted toward the County.
- 4) Perfecting of the easements in the Hillside Wilderness Preserve. The residents desire to make it a permit only parking area. Continuing to work through this issue. Finalizing drawings for the gates, and should be able to bring to the residents next week. Once approved, will take approximately four weeks for delivery of the fence, and installation of approximately two days.

### **Katie Distelrath, Recreation Manager**

- 1) Street Fair Operator Update: Raw Inspiration is taking over the operation of the street fair beginning August 19. The children's zone will be rebranded to Samson's Children's Zone. All tents will be white, with festival lighting throughout, pop-up changing table for children, and a private area for nursing mothers. The big kick off will be September 2. The new vendor also gave a presentation to MOTAB.

### **Lisa Hansberger, Senior Recreation Supervisor**

- 1) Monrovia Today Update: The fall issue of the Monrovia Today is in its final proofing phase. Will be in mailboxes prior to August 22.

### **Rebecca Sandoval, Recreation Supervisor**

- 1) No report.

### **Eugene Suk, Hillside and Wilderness Preserve Supervisor**

- 1) Ridgeside Road Update/Trail Repairs – Early this spring the Clamshell Motorway about half mile up Ridgeside experienced a failure. Approximately four feet fell away from a twelve foot wide trail path. A contractor has been selected for repairs, and residents have been notified. Progress of the repairs is moving along well, and completion is expected by weeks end.

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

##### **CSC LR-1 Commissioner Dittmar**

- 1) Art in Public Place – Unveiling of the movie director bronze in front of the Krikorian is scheduled for September 10. Also discussed a bronze bear for Canyon Park. Three bids were received for the bear, \$40,000 was the lowest bid; the group will further investigate options. Received a proposal to create a mosaic from an artist (who has created features around the world) for the new housing development at Station Square. The piece is a 36 foot tall mosaic waterfall feature on the building (design to look like the waterfall in Canyon Park).

##### **CSC LR-2 Vice-Chair Hirsch Hirsch - Absent/Excused**

##### **CSC LR-3 Commissioner Matthews**

- 1) Canyon Park Volunteer Meeting – This month's program was provided by Steve Baker.
- 2) Provided a brief update to the group on the Smoking Ban Ordinance.

##### **CSC LR-4 Commissioner Mills - Absent/Excused**

##### **CSC LR-5 Commissioner Ulm**

- 1) Will place information on the Smoking Ban Ordinance on NextDoor.com

##### **CSC LR-6 Commissioner Vazquez**

- 1) MOTAB - Discussed how to mitigate skateboarding in Old Town. One option is to use of the truancy laws.
- 2) Senior Groups - Met with Jane Woodruff, discussed parking issues, possible facility reconstruction and renovation. Discussed bereavement concerns of the groups. One of the groups lost 5 members this year alone, there is a palpable sadness among the group, mental health and bereavement counseling was discussed.

##### **CSC LR-7 Chair Yuille**

- 1) Reported on behalf of Commissioner Mills – The MAP quarterly meeting will be held on Saturday, August 13 from 11:00 a.m. -1:00 p.m. in the Library Community Room. Chief Hunt will discuss the recent events across the country, and will introduce the new ACT (Achieving Community Trust) program.

**NEXT SCHEDULED MEETING:** The next meeting of the Monrovia Community Services Commission is scheduled for Tuesday, September 13, 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 9:00 p.m.