

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
HELD TUESDAY, DECEMBER 13, 2016**

CONVENE: Chair Yuille convened the Regular Meeting of the Community Services Commission on Tuesday, December 13, 2016 at 7:06 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; Recreation Coordinator, Brooke Putich; Recreation Coordinator, Tobi Scrugham; Senior Administrative Assistant, Tina Wells, and Hillside Wilderness Preserve Supervisor, Eugene Suk.

PLEDGE OF ALELEGIANCE: Commissioner Dittmar led the Flag Salute.

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

PRESENTATIONS:

PR-1 Public Services Director, Tina Cherry, recognized Iris Award Winner, Community Services Commission Vice-Chair Hirsch

PR-2 Recreation Manager, Katie Distelrath introduced the departments newest Recreation Coordinator, Tobi Scrugham who oversees the Facilities and Contract Class Programs.

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. Commissioner Ulm abstained from the vote on CC-1 Minutes of the November 7, 2016 Regular meeting.

CC-1 Minutes of the November 7, 2016 Regular meeting.

CC-2 Hillside Wilderness Preserve Patrol Update for November 2016.

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED: None

YOUTH COMMISSION: Alejandra Rodriguez a junior at Monrovia High provided an update on current and upcoming activities.

PUBLIC INPUT: None

SUB-COMMITTEE REPORTS

SCR-1 Park Master Plan Update – Public Services Director, Tina Cherry provided a PowerPoint update on the Parks Master Plan. Future discussions on the Plan will be conducted during the regularly scheduled Community Services Commission meeting as a sub-committee item. The consultant has been in town the last two days conducting facility audits. Looking to the Commission to provide feedback on several decision points tonight. 1) Commitment to finalizing the survey for January, if the Commissioners have feedback or notes they would like included in the process. 2) Community engagement to include the Monrovia Unified School District, general park users, Monrovia Youth Baseball, Boys and Girls Club, YMCA, and MAP. A list encompassing all partners was provided.

CC-1

SCR-2 Community Center Needs Assessment Update – Recreation Manager, Katie Distelrath reported; The survey has gone live; seven responses have been received thus far.

REPORTS FROM STAFF:

Tina Cherry, Public Services Director

1) Staff was contacted by the Trust for Public Land. They work cooperatively with other agencies to secure grant funds to acquire properties, and turn the property over to a responsible agency. There are 157 acres adjacent to the Wilderness Preserve that are privately held. Initial conversations have taken place and the property owners are a willing seller. This process allows the City to acquire more property for the Wilderness Preserve. The Commission will be updated as the process moves forward.

Katie Distelrath, Recreation Manager

- 1) Smoking Ban Update - it has been almost six months since the ordinance was adopted.
 - a) Assembly member Holden's office presented the City with a certificate of achievement for the work on keeping the City's parks free of smoke.
 - b) Eight citizen contacts have been entered into the tracking log. The contacts have been used to educate.
 - c) Three calls were received to report smoking; response time was an average of 12 minutes.
 - d) Contacts were made at the following parks; Kiwanis Park at Grand Avenue, Library Park, Rotary Park and Recreation Park.
 - e) Rangers continue outreach. The hotline number can be found on the park signage.
- 2) Julian Fisher Park Update -
 - a) All is going well.
 - b) A nearby resident was concerned about the temporary restroom and the location of the permanent location of the restroom.

Lisa Hansberger, Senior Recreation Supervisor

- 1) Provided an overview of the 2016 Holiday Events.

Eugene Suk, Hillside Wilderness Preserve Supervisor

- 1) Katie Distelrath, Recreation Manager provided the update on behalf of Eugene Suk. Staff is maintaining a log of citizen contacts in the HWP. There were 24 citizen contacts in November.

COMMISSION LIAISON REPORTS

CSC LR-1 Commissioner Dittmar

- 1) Art in Public Places - finalizing the design of the Mayor Bartlett piece. Discussed park signage that includes history of the park, photo or other artwork - Julian Fisher Park would be a good example for this.

CSC LR-2 Vice-Chair Hirsch

- 1) Monrovia Unified School District - Thursday, December 15; New Parent Workshops will begin in partnership with Healing Connections. There will be quarterly themes and focus areas. The first meeting will focus on Cyber-Bullying and Cyber Safety including Digital Citizenship. In January the over-riding theme will be Building Bridges Tearing Down Walls.

- 2) YMCA and Boys and Girls Club – Preparing for the kids during the Holiday break. Project Mentor Program at the Boys and Girls Club will be rolled out, seeking mentors community wide.

CSC LR-3 Commissioner Matthews

- 1) Coordinating Council - the focus for the December meeting is reading to the children. Nearly \$300 was raised for the Campership Fund. Also recognized the youth in the community. The Renaissance Club stood out this year, and Janice Seawright a Monrovia High School senior was recognized.
- 2) On the topic of Inclusion, would like to see celebrations/recognition of other holidays? Possibly develop displays to highlight different holidays.

CSC LR-4 Commissioner Mills - Absent/excused

CSC LR-5 Commissioner Ulm - No report

CSC LR-6 Chair Yuille

- 1) Attended this month's Youth Commission meeting. The Board is in training to truly be servants to the Community, develop leadership skills, ownership and taking charge.
- 2) Interfaith Council – attended the Thanksgiving celebration held at St. Luke's.
- 3) Monrovia Duarte Black Alumni Association – Held their dinner dance in November. Was well attended and the most successful event so far. Black History Month is coming up.

CSC LR-7 Commissioner Vazquez - Absent/excused

ADJOURNMENT: The regular meeting of the Community Services Commission was adjourned at 8:24 p.m.