

**MINUTES OF THE  
MONROVIA COMMUNITY SERVICES COMMISSION  
TUESDAY, OCTOBER 10, 2023**

**CONVENE:** Chair Leos convened the Regular Meeting of the Community Services Commission on Tuesday, October 10, 2023 at 7:05 p.m. in the Community Center Monroe Room, Monrovia, California. In attendance were Community Services Director, Tina Cherry, Recreation Manager, Rebecca Sandoval, Senior Management Analyst, Heather Gibson, and Administrative Assistant, Nadia Ramirez.

**PLEDGE OF ALLEGIANCE:** Stefin Bank, Youth Commissioner, led the Flag Salute

**ROLL CALL:** In attendance were Commissioners Bank, Belden, Mills, Villegas and Chair Leos. Commissioner Iler and Vice Chair Shepard were absent excused.

**PUBLIC INPUT:** None

**YOUTH COMMISSION:** Stefin Bank, 10th Grade Student at Monrovia High School provided Commission with upcoming dates for service projects, including: Fall Festival on Saturday, October 14 in Library Park, Make-a-Difference Day on Saturday, October 28 in Library Park, and the Halloween Spooktacular and Trick-or-Treat Bash on Tuesday, October 31 in Library Park.

**PRESENTATION(S):**

- PR-1** Introduction of Nadia Ramirez, Administrative Assistant – Rebecca Sandoval, Recreation Manager  
Rebecca Sandoval introduced Nadia Ramirez, Administrative Assistant to the Commission.

**CONSENT CALENDAR:** It was moved by Commissioner Mills, seconded by Commissioner Belden to approve the consent calendar. There were no objections and the motion was approved.

The consent calendar consisted of the following items:

- CC-1** Unadopted Minutes of the September 12, 2023 Regular Meeting
- CC-2** Canyon Park and Hillside Wilderness Preserve Patrol Update for September 2023

**ADMINISTRATIVE REPORTS:**

- AR-1 Consideration of Cancelling the December 2023 Community Services Meeting**  
Community Services Director, Tina Cherry, presented the Commission with the suggestion to cancel the Community Services Meeting and hold a special meeting to partake in judging the Holiday Home Decorating Contest on Tuesday, December 12. Following the AR-1 presentation, it was moved by Commissioner Belden seconded by Commissioner Mills the approval of canceling the December 2023 Community Services Commission Meeting and have a Special Meeting on Tuesday, December 12 for the judging of the Holiday Home Contest Entries.

**CC-1**

## **REPORTS FROM STAFF:**

### **1. Tina Cherry, Community Services Director**

- a. Program Updates
  - i. Invited the Commissioners to our upcoming Halloween Spooktacular and Trick-or-Treat Bash. The Commissioners were invited to our new Halloween Costume Contest Viewing Area during the costume parade. The event is scheduled on October 31, 2023, from 3:00 p.m. to 6:00 p.m.
  - ii. Provided the details of the Holiday Home Decorating Contest Bus Tour on December 12, 2023 from 6:00 p.m. – 9:30 p.m.
  - iii. Provided an update regarding the new holiday tree in Library Park. Photos, new decorating enhancements and the schedule of decorating was shared with the Commission.
- b. Project Updates
  - i. Provided an update on the Canyon Park Infrastructure Improvement Project. Reviewed the map of the project scope and reviewed upcoming dates for the project. Staff answered questions from the Commission.
  - ii. Provided an update on the Rotary Park Playground Renovation Project. Reviewed the timeline for the project and answered questions from the Commission.
  - iii. Provided an update on the New Park Development Project. Provided an overview of the Community meeting on October 7, 2023. Had a discussion on park features, reviewed the timeline for the project and answered questions from the Commission.
  - iv. Provided an update on the Community Center Renovation Project. Reviewed the timeline of the project. Staff answered questions from the Commission.
  - v. Provided an update on the Recreation Park Renovation Project. Staff and the Commission discussed details of the project.

## **COMMISSION LIAISON REPORTS:**

- a. Chair Leos – Announced the upcoming Community Garden Mini Workshop on October 18 from 5:00 p.m. to 7:00 p.m. Shared with the Commission friendly composting reminders for pumpkins.
- b. Vice Chair Shepard – Absent excused
- c. Commissioner Bank – Provided an update on KGEM's contract currently being reviewed. Announced upcoming performing arts events. Provided an update on behalf of Commissioner Iler, to attend the State of the Schools event on Wednesday, October 18, 2023.
- d. Commissioner Belden – Provided a recap of the MAFA Art in the Park Event in Library Park on October 7, 2023.
- e. Commissioner Iler – Absent excused
- f. Commissioner Mills – Provided a recap of MAP events and announced the beginning of the Youth and Adult Leadership Academies, encouraged the Commission to check out the MAP's website. Announced Monrovia Duarte Black Alumni Association's celebration of thirty years.
- g. Commissioner Villegas – No report

**NEXT SCHEDULED MEETING:** The next regular meeting of the Community Services Commission is scheduled for Tuesday, November 14, 2023 at 7:00 p.m., Monrovia, California.

**ADJOURNMENT:** The regular meeting of the Community Services Commission was adjourned at 7:57 p.m.

DRAFT

**CC-1**