

**MINUTES OF THE  
MONROVIA COMMUNITY SERVICES COMMISSION  
TUESDAY, SEPTEMBER 12, 2023**

**CONVENE:** Chair Leos convened the Regular Meeting of the Community Services Commission on Tuesday, September 12, 2023 at 7:04 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, Canyon Park and Hillside Wilderness Preserve Supervisor, Eugene Suk and Administrative Assistant Nadia Ramirez.

**PLEDGE OF ALLEGIANCE:** Chair Leos led the Flag Salute

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

**PUBLIC INPUT:** None

**YOUTH COMMISSION:** Edward Erhardt, 7th Grade Student at Clifton Middle School Youth Commissioner Edward Erhardt shared about his personal experience in Youth Commission. Provided Commission with upcoming dates for service projects, including: 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** Eagle Scout Project, Canyon Park Ranger Station Renovation – Stefin Bank  
Stefin Bank presented a power point presentation to the Commission on his completion of his Eagle Scout Project. The presentation included details of the project, photos, his process and why he chose the Ranger Station Renovation as his project. Commission provided comments of appreciation.

**CONSENT CALENDAR:** It was moved by Commissioner Belden, seconded by Commissioner Bank 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 August 8, 2023 Regular Meeting

**CC-2** Canyon Park and Hillside Wilderness Preserve Patrol Update for August 2023

**ADMINISTRATIVE REPORTS:** None

**REPORTS FROM STAFF:**

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

- a. Provided an update on the Rotary Park Playground Renovation. Discussed project background, timeline, budget, stakeholder feedback, shared photos of inspiration, and shared our next steps of the project. Staff answered questions from the Commission.

**CC-1**

- b. Provided an update on the Canyon Park Renovation Project. Provided a project update and shared photos of proposed enhancements to the park. Staff received feedback and answered questions from the Commission.
- c. Staff shared with the Commission the Monrovia Community Center Renovation Project. Provide the project update and shared a timeline of the Award of Contract. Staff answered questions from the Commission.
- d. Staff provided the New Park Development Update to the Commission. Details of the location and photos of the site were shared with the Commission. Key milestones were presented and the Commission were invited to the Community Meeting on Saturday, October 7 at the park site. Staff also shared the Park Naming process and provided the details for residents to submit recommendations. The background of the park's location was shared with the Commission. The next steps were shared and staff answer questions from the Commission.
- e. Staff included the following updates for the Commission:
  - a. The new park monument sign at Kiwanis Park at Grand Ave.
  - b. The fencing that will be placed in Recreation Park to address ground squirrels.

## **2. Rebecca Sandoval, Recreation Manager**

- a. Staff provided an overview of the upcoming 2023 Fall Programs.
  - a. Staff provided details for the Halloween Spooktacular and Trick-or-Treat Bash, shared with the Commission event details and marketing plan for the event. The event is scheduled for Tuesday, October 31 from 3:00 p.m. – 6:00 p.m. in Library Park.
  - b. Staff reviewed the event details for the Thankful & Grateful Holiday Gathering and Tree Lighting Ceremony. The event will be scheduled on Thursday, November 16 from 5:00 p.m. – 9:00 p.m. in Library Park. Staff shared the event activities planned for the community.
  - c. Staff announced the details for the 2023 Holiday Home Decorating Contest. Details of the contest were shared and the dates for the program were announced to the Commission.
- b. Staff shared the Save the Date for the 2023 Holiday Parade and shared the details of the event.

## **COMMISSION LIAISON REPORTS:**

- a. Chair Leos – Announced upcoming Community Garden workshop dates and the upcoming Fall Season Programs. Invited the Commission to the upcoming Green Care Day on September 16 from 8:30 a.m. to 11:30 a.m. at various locations. Announced the MPWR October Fall Event.
- b. Vice Chair Shepard – Absent excused
- c. Commissioner Bank – Provided a recap of the Canyon Park Volunteer Meeting and announced upcoming performing arts events.
- d. Commissioner Belden – Announced the upcoming MAFA Art in the Park Event in Library Park on October 7, 2023.
- e. Commissioner Iler – No report
- 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 series this year.
- g. Commissioner Villegas – Absent excused

**NEXT SCHEDULED MEETING:** The next regular meeting of the Community Services Commission is scheduled for Tuesday, October 10, 2023 at 7:00 p.m., Monrovia, California.

**ADJOURNMENT:** The regular meeting of the Community Services Commission was adjourned at 8:37 p.m.

**CC-1**