

**MINUTES OF THE  
MONROVIA COMMUNITY SERVICES COMMISSION  
TUESDAY, JANUARY 9, 2024**

**CONVENE:** Chair Leos convened the Regular Meeting of the Community Services Commission on Tuesday, January 9, 2024 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:** Commissioner Iler led the Flag Salute

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

**PUBLIC INPUT:** Ms. Susie Ling shared Mr. Satoru Tsuneishi's award winning Haiku poem with the Commissioners written while he was at Heart Mountain internment camp.

Rebecca Takahashi expressed appreciation of the naming process and recommendation to name the new park at 1111 Encino Avenue as Satoru Tsuneishi Park.

**YOUTH COMMISSION:** Angelica Luna Garcia, 10th Grade Student at Monrovia High School provided Commission with upcoming dates for service projects, including: the State of the City on Tuesday, February 13 at Look Cinemas, and selling roses and candy grahams in Library Park by the Valentine's Day Carriage Rides on Wednesday, February 14.

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

The consent calendar consisted of the following items:

- CC-1** Unadopted Minutes of the November 14, 2023 Regular Meeting
- CC-2** Unadopted Minutes of the December 12, 2023 Special Meeting
- CC-3** Canyon Park and Hillside Wilderness Preserve Patrol Update for November 2023
- CC-4** Canyon Park and Hillside Wilderness Preserve Patrol Update for December 2023

**ADMINISTRATIVE REPORTS:**

**AR-1 Recommendation to City Council to name the new park development at 1111 Encino Avenue as Satoru Tsuneishi Park**

Community Services Director, Tina Cherry, presented the Commission with the recommendation to name the new park development at 1111 Encino Avenue as Satoru Tsuneishi Park to recognize the Monrovia Japanese community and contemporary of Julian Fisher and Lucinda Garcia during the meeting.

**CC-1**

Following the AR-1 presentation, it was moved by Commissioner Mills seconded by Commissioner Belden, the approval of recommending to City Council to name the new park development at 1111 Encino Avenue as Satoru Tsuneishi Park.

**AR-2 Recommend City Council Approve an Agreement with Perkins Eastman for Professional Design Services Related to Monrovia Community Center Renovation Project**

Community Services Director, Tina Cherry, presented the Commission with the recommendation to City Council to Approve an Agreement with Perkins Eastman for Professional Design Services Related to Monrovia Community Center. Director Cherry presented an overview of a few concepts and ideas Perkins Eastman presented.

Following the AR-2 presentation, it was moved by Commissioner Villegas seconded by Commissioner Mills the approval of recommending City Council approve an agreement with Perkins Eastman for professional design services related to Monrovia Community Center Renovation Project.

**AR-3 Recommendation to City Council to authorize purchase and installation of new playground equipment for Rotary Park (Verbal Report)**

Community Services Director, Tina Cherry, presented the Commission with the suggestion to renovate Rotary Park as it has not been renovated since 1995.

Following the AR-3 presentation, it was moved by Commissioner Belden seconded by Commissioner Villegas the approval of authorizing the purchase and installation of new playground equipment for Rotary Park.

**AR-4 Consideration of Cancelling the February 13, 2024 Community Services Meeting**

Community Services Director, Tina Cherry, presented the Commission with the suggestion to cancel the Community Services Meeting on February 13, 2024 in order to allow the Commissioners to focus on the State of the City also on Tuesday, February 13.

Following the AR-4 presentation, it was moved by Commissioner Belden and seconded by Commissioner Iler the approval of canceling the February 2024 Community Services

**REPORTS FROM STAFF:**

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

- a. Provided a project update for the Library Park Playground Shade Enhancement. Thanked the members of MPWR for their interest in and financial support for the Library Park Playground Shade Enhancement Project.
- b. Provided an update on miscellaneous park projects: Julian Fisher Park, Kiwanis Park, Rotary Park, Library Park, and Station Square Community Garden.

**2. Rebecca Sandoval, Recreation Manager**

- a. Staff provided an evaluation on the Thankful and Grateful Holiday Gathering event held on Thursday, November 16. Staff provided details of the event and shared photos.
- b. Staff provided an evaluation on the Holiday Parade held on Thursday, December 7. Staff provided details of the event, shared photos and took feedback and comments from the Commission.
- c. Staff provided an evaluation on the Holiday Home Decorating event held on Tuesday, December 12. Staff provided details of the event, in example contest winners, shared photos of the event and took feedback and comments from the Commission.
- d. Staff provided an evaluation on the Noon Year's Eve Family Event held on Sunday, December 31. Staff provided details of the event, shared photos, and took feedback and comments from the Commission.

**COMMISSION LIAISON REPORTS:**

- a. Chair Leos – Announced the upcoming Community Garden Mini Workshop on Saturday, January 20 from 9:00 a.m. to 11:00 a.m. on Fruit Tree Care and Pruning, and Compostpalooza on Saturday, February 17 from 9:00 a.m. to 12:00 p.m.
- b. Vice Chair Shepard – Absent excused
- c. Commissioner Bank – Absent excused
- d. Commissioner Belden – No report
- e. Commissioner Iler – No report
- f. Commissioner Mills – No report
- g. Commissioner Villegas – No report

**NEXT SCHEDULED MEETING:** The next regular meeting of the Community Services Commission is scheduled for Tuesday, March 12, 2024 at 7:00 p.m., Monrovia, California.

**ADJOURNMENT:** The regular meeting of the Community Services Commission was adjourned at 8:33 p.m.