

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
HELD TUESDAY, MAY 9, 2017**

CONVENE: Vice-Chair Hirsch convened the regular meeting of the Community Services Commission in honor of Chair Yuille on Tuesday, May 9, 2017 at 7:00 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 Supervisor, Rebecca Sandoval; Hillside Wilderness Preserve Supervisor, Eugene Suk; Recreation Coordinator, Brooke Putich; Recreation Coordinator, Tobi Scrugham, Recreation Specialist Alexis Corral and Senior Administrative Assistant Tina Wells.

PLEDGE OF ALLEGIANCE: Commissioner Ulm led the Flag Salute.

ROLL CALL: In attendance: Commissioners Dittmar, Matthews, Mills, Ulm and Vice-Chair Hirsch.

PRESENTATION(S): Recreation Specialist, Alexis Corral introduced Douglas Elson as the 2017 Older American Award Recipient.

CONSENT CALENDAR: It was moved by Commissioner Matthews and seconded by Commissioner Dittmar to accept the consent calendar consisting of CC-1, CC-2 and CC-3. There were no objections, and the motion was unanimously approved.

YOUTH COMMISSION: Kylene Lewis an eighth grade student at Clifton Middle School provided an update on current and upcoming activities.

ADMINISTRATIVE REPORTS:

AR-1 4th of July Sticker Fundraiser – Katie Distelrath, Recreation Manager provided an overview of the proposed 4th of July Sticker Fundraiser. This item was discussed under Public Input at our last meeting and was brought back for discussion and direction.

After discussion, it was moved by Commissioner Matthews and seconded by Commissioner Dittmar to approve the 4th of July Sticker Fundraiser. Commission asked staff to look into the possibility of a Go Fund Me for online users. Staff will provide an update at the next Commission Meeting.

SUB-COMMITTEE REPORTS

SCR-1 Park Master Plan Update – Katie Distelrath, Recreation Manager provided an update on the Community Meeting, which was attended by approximately 50 community members.

SRC-2 Julian Fisher Park Update – Tina Cherry, Public Services Director provided an overview of the final project team meeting. Staff will present the project to City Council on Tuesday, May 16, 2017 and ask that they authorize the notice of inviting bids. Staff is also asking for the approval to purchase the lighting and installation through MUSCO and the purchase of the Portland Loo. The contract will be awarded on June 20, 2017 with work beginning on July 10, 2017. Staff is working on the design of an informational banner to hang at the site directing users to other facilities while the park is under construction. Construction is expected to take about three months.

REPORTS FROM STAFF

RFS-1 Tina Cherry, Public Services Director

- 1) Council Liaison Assignments – Provided the Commission with an updated City Council Liaison listing. The new Community Services Commission liaison is Mayor Pro Tem Gloria Crudgington.
- 2) Monrovia Days Update – The big weekend is just around the corner, an event flyer was distributed to the Commissioners. Tickets can be purchased at MonroviaDays.org for the pancake breakfast, as well as wristbands for the carnival's activities and rides.
- 3) Friday Night Street Fair Update – No final decision has been made regarding the possible relocation of the Street Fair. The item will be brought to the City Council in the future – more information to come.
- 4) Commission Recruitment Update – 11 applications have been received for the three open seats. Recommendations will be brought to the City Council in June.
- 5) Reminder - Boards and Commissions Reception will be held Monday, May 15.
- 6) Update to City Council on the Hillside Wilderness Preserve – A presentation will be given to City Council on Tuesday, and will include an update on the Smoking Ban.

RFS-2 Katie Distelrath, Recreation Manager

- 1) Friday Night Live Teen Program – Looking forward to working with the sub-committee on programming.
- 2) YES Program – This is a nine week summer program. Forty-nine applications have been received for 11 spots. Interviews will be held on May 22.
- 3) Canyon Park Entrance Trail Update – The entrance trail will be completed at the end of next week.

RFS-3 Lisa Hansberger, Senior Recreation Supervisor

- 1) Reminder about this weekend's Fountain to the Falls Race, the Fire Departments Annual Pancake Breakfast, and expanded Health Fair.

RFS-4 Rebecca Sandoval, Recreation Supervisor

- 1) Provided an update on this summer's concert series. A total of 20 concerts will be offered.
 - Summer Concerts will be held in Library Park beginning on Sunday July 9 through Sunday, August 27.
 - Concerts at Station Square in partnership with the Levitt Pavilion will be Saturday and Wednesday evenings, beginning Saturday, July 8 through Saturday, August 26.
 - All concerts will begin at 7:00 and conclude at 8:30 p.m.

RFS-5 Eugene Suk, Hillside Wilderness Preserve Supervisor

- 1) Provided an update on the upcoming family hike and campout. Three campouts are planned. Families can reserve a 10x10 tent spot for up to four family members for \$40.00. Activities will include day and night hikes and Storytime's provided by the Monrovia Library. Registration will be available on-line beginning June 3. 20 spaces are available at each of the campouts.

RFS-6 Tobi Scrugham, Recreation Coordinator

- 1) Provided an overview of the 2017 Spring Egg Hunt and Healthy Kids Day. The event is offered annually in partnership with other local agencies. Food trucks were secured and a picnic area was also available. There were approximately 5,000 people in attendance this year.

RFS-7 Brooke Putich, Recreation Coordinator and Tobi Scrugham, Recreation Coordinator

- 1) Provided an overview of the upcoming Staff In-Service which will be held the week of June 12.

COMMISSION LIAISON REPORTS

CSC LR-1 Commissioner Dittmar

- 1) Art in Public Places – Discussed creative interpretive (art) signage for the parks, the group is working on those elements.

CSC LR-2 Vice-Chair Hirsch

- 1) MUSD - Spoke about the community loses over the last few weeks.

CSC LR-3 Commissioner Matthews

- 1) Monrovia Community Coordinating Council – The meeting highlighted the topic of the youth in the community that are sometimes overlooked, and the importance of recognizing all youth.

CSC LR-4 Commissioner Mills

- 1) The MAP Conference took place on April 22. The Key Note Speaker was scheduled to be Chair Yuille, her children spoke eloquently on her behalf. Thanked Mayor Pro Tem Crudgington and Staff for their support. Movie Nights are back for the summer. MAP will be ambassadors for Monrovia Days.
- 2) CERT - Will be at the Fountain to the Falls event.

CSC LR-5 Commissioner Ulm

- 1) Canyon Park Volunteer Meeting – Jet Propulsion Lab (JPL) staff gave a presentation on Micro to Macro.
- 2) KGEM – The budget was discussed. As well as a filming on May 25 in Library Park.

ADJOURNMENT: The regular meeting of the Community Services Commission was adjourned at 8:45 p.m. in memory of Community Services Commission Chair Joannie Yuille and her family, and in memory of Oscar Garcia and his family.