

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
HELD TUESDAY, JUNE 13, 2017**

CONVENE: Vice-Chair Hirsch convened the Regular Meeting of the Community Services Commission on Tuesday, June 13, 2017 at 7:05 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; Hillside Wilderness Preserve Supervisor, Eugene Suk, Recreation Coordinator, Brooke Putich; Canyon Park Ranger, Mia Humphries, Canyon Park Ranger Katherine Galvan, and Senior Administrative Assistant, Tina Wells.

PLEDGE OF ALELEGIANCE: Commissioner Dittmar led the Flag Salute.

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

PRESENTATION(S): None

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

CC-1 Minutes of the May 9, 2017 Regular Meeting

CC-2 Hillside Wilderness Preserve Patrol Update for May 2017

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED: None

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

PUBLIC INPUT:

Canyon Park Ranger, Mia Humphries invited the Community Services Commission to the Great Butterfly Count, scheduled this Saturday, June 16 in Canyon Park from 9:00 a.m. to 1:00 p.m.

Pauline White, Monrovia - provided an update on current and upcoming excursions through the California Association of Parks and Recreation Commission and Board Members (CAPRCBM).

ADMINISTRATIVE REPORTS:

AR-1 Reorganization of the Community Services Commission – Katie Distelrath, Recreation Manager discussed the process by which the City’s Commissions and Boards are reorganized at the close of the fiscal year for the following year.

Staff recommends that Vice-Chair Hirsch be elected Chair of the Community Services Commission and Commissioner Ulm be elected as Vice-Chair.

It was moved by Commissioner Matthews and seconded by Commissioner Mills to elect Vice-Chair Hirsch as the Chair, and Commissioner Ulm as Vice-Chair of the Community Services Commission. There were no objections and the motion was unanimously approved.

CC-1

AR-2 Update on Fees for Services (Verbal Report) – Tina Cherry, Public Services Director provided an update on the City’s budget. City Council approved a balanced budget on Tuesday, June 6. It is a two year budget cycle.

Discussed the fees charged for services, the City’s Finance Department recommended a five percent index increase across the board for all services and fees. For Recreation that means increasing facility rental fees. Moving forward the City Council has asked that a full City-wide fee assessment which includes subsidy levels is included. Handouts were provided outlining the fees.

SUB-COMMITTEE REPORTS

SCR-1 Park Master Plan Update – Katie Distelrath, Recreation Manager provided an update on the Park Master Plan. Steve Duh, the consultant, and his team are developing a first draft which is expected to be ready at the end of July or early August. The draft will be presented for Commissions review, and then to City Council for approval.

SCR-2 Julian Fisher Park Update – Tina Cherry, Public Services Director, reported that bids will be opened tomorrow June 14 at 2:00 p.m. for the civil work at the Park. The contract will be awarded on June 20, with a target to mobilize on July 10.

A Community Meeting will be scheduled for Wednesday, June 21 at 7:00 p.m. In addition, the Mary Wilcox Youth Center will be open and staffed during the construction at Julian Fisher Park to provide access to the basketball court facilities for the players.

REPORTS FROM STAFF

Tina Cherry, Public Services Director

- 1) Community Services Commission – Board Member Recruitment Update; interviewed 11 very qualified candidates. City Council will review the recommendations at the July 5 City Council meeting and make the appointments.
- 2) Monrovia Renewal Phase 1 Dedication (Southeast and Southwest Project) – Invited the Commission to the dedication at Lucinda Garcia Park on Thursday, June 22, 2017 at 4:00 p.m.

Katie Distelrath, Recreation Manager

- 1) The Monrovia Days Celebration was held on Saturday and Sunday, May 20 and 21. Approximately 1,500 wristbands were sold which generated \$32,000 in sales.
- 2) Friday Night Live Update – this Friday is the first of eight consecutive Friday nights of the program. This is a partnership with the Cities of Duarte and Monrovia, the Monrovia Unified District School Board, Community Services Commission and City Council.
- 3) YES Intern Program Update – approximately 50 high school students applied for 11 available positions.
- 4) Summer Concerts Update – reviewed the summer concert line-up. Eight concerts will be conducted at Library Park and eight concerts at Station Square. Four in partnership with Levitt Pavilion and will be held on Wednesdays at Station Square.

- 5) Commission Liaison Assignments will be discussed at the meeting in July.
- 6) 4th of July Fundraiser Update - Cleve Crudginton designed and ordered 2000 stickers for this program. A sticker will be given to patrons who donate to the 4th of July Fireworks event.

The 4th of July Fundraiser will be brought back in January or February 2018 to discuss additional methods of fundraising.

Lisa Hansberger, Senior Recreation Supervisor

- 1) Fountain to the Falls Overview – this event took place on Saturday, May 13, 2017. A total of 223 participants were registered. Top male participant finished in 44 minutes, 40 seconds, top female participant finished in 49 minutes, 53 seconds. An expanded Health Fair was offered and the Fire Department held their annual Pancake Breakfast. Next year's Fountain to the Falls event will be held on Saturday, May 12, 2018.
- 2) 4th of July Concert and Fireworks Show - Tuesday, July 4, festivities begin at 3:00 p.m. with recorded music. There will be a canopy decorating contest, live entertainment provided by Night Owl from 7:00 -9:00 pm. and fireworks at 9:00 p.m.

Eugene Suk, Hillside Wilderness Preserve Supervisor

- 1) Summer Kickoff – Canyon Park Volunteer Celebration is scheduled for Wednesday, June 21 at 6:00 p.m. Katherine Galvan, Canyon Park Ranger extended an invitation to the Community Services Commission to attend this pot luck style event.

Brooke Putich, Recreation Coordinator

- 1) Summer Extravaganza Update – provided the Community Services Commission with an overview of the program, and a registration packet for review. New this year is a weekly registration process, giving the option to opt out of any week to give others an opportunity to participate. Also, pinnie jerseys will be used, and are separated by different colors for the different age groups. 200 participants are enrolled in each of the eight weeks. Staff to participant ration is 1 to 13. In addition, the Boys and Girls Club has the ability to register 300 participants for their fee based program.

COMMISSION LIAISON REPORTS

CSC LR-1 Commissioner Dittmar – No report.

CSC LR-2 Vice-Chair Hirsch –

- 1) Monrovia Unified School District (MUSD) – The school year ended with a great graduation, moving right into summer school which begins June 15, and runs through July 20. Counselors will be back in school on July 20 for the new school year registration.

CSC LR-3 Commissioner Matthews –

- 1) California Association of Parks and Recreation Commission and Board Members (CAPRCBM) – the group is planning programming for Commissioners for the fall season.
- 2) Monrovia Community Coordinating Council (MCCC) – the next meeting will be held on July 10. The new Board has been installed, continue to serve as president.

- 3) California Parks and Recreation Society (CPRS) – the Legislative Committee discussed several bills and legislative items that affect parks and recreation.

CSC LR-4 Commissioner Mills –

- 1) Monrovia Area Partnership (MAP) – next meeting is Saturday, July 1 – the meeting topic will be House Fires; How They Start, How to Protect Yourself, and will be held in the Library Community Room from 11:00 a.m. to 1:00 p.m. ~ all community members are welcome.

MAP Movie nights begin on Saturday, June 17 and run through Saturday, August 12.

CSC LR-5 Commissioner Ulm –

- 1) The last volunteer meeting hosted a speaker from the Los Angeles County Zoo.

ADJOURNMENT: The regular meeting of the Community Services Commission was adjourned at 8:40 p.m.