

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
HELD TUESDAY, JULY 11, 2017**

CONVENE: Chair Hirsch convened the regular meeting of the Community Services Commission on Tuesday, July 11, 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; Recreation Supervisor, Rebecca Sandoval; Hillside Wilderness Preserve Supervisor, Eugene Suk; Recreation Specialist, Alexis Corral, and Senior Administrative Assistant, Tina Wells.

SWEARING IN OF NEWLY APPOINTED/REAPPOINTED COMMISSIONER(S): Edward Belden, Amy Cortina and Genia Mills.

PLEDGE OF ALLEGIANCE: Commissioner Matthews led the Flag Salute.

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

PRESENTATION(S):

PR-1 July is Parks and Recreation Month – Senior Recreation Supervisor, Lisa Hansberger presented an overview of the activities that the Summer Extravaganza Program experienced in celebration of the California Park and Recreation Society's July is Parks and Recreation Month.

PR-2 Golden Pine Cone Award – Hillside and Wilderness Preserve Supervisor, Eugene Suk reported on June 21, Canyon Park and Wilderness Preserve Rangers hosted the Volunteer Summer Kickoff. The highlight of the evening was the announcement of the 2017 Golden Pine Cone Award, awarded to Bonny Hidas.

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. Commissioners Belden and Cortina abstained from the vote on CC-1. There were no objections, and the motion was unanimously approved.

YOUTH COMMISSION: To resume in September.

ADMINISTRATIVE REPORTS:

AR-1 Volunteer Center of San Gabriel Valley Annual Report –Recreation Supervisor, Rebecca Sandoval introduced Penny Arroyo, Executive Director of the Volunteer Center of San Gabriel Valley who provided an overview of the services provided and projects completed by the Volunteer Center over the last year.

After discussion, it was moved by Commissioner Mills and seconded by Commissioner Belden to receive and file the annual report from the Volunteer Center of San Gabriel Valley.

CC-1

SUB-COMMITTEE REPORTS

SCR-1 Park Master Plan Update – Recreation Manager, Katie Distelrath reported the first draft of the Park Master Plan has been received, and staff is reviewing the document. The second draft will come to the Commission at the August 8 meeting. Steve Duh will be present at this meeting to answer questions and receive comments. Revisions received at this meeting will be included in the development of the final draft for Commissions review at the September meeting. The final document will go to the City Council on October 3.

SRC-2 Julian Fisher Park Update – Public Services Director, Tina Cherry reported the construction phase has begun, and anticipate closing the park on Monday, July 17 to begin work. The Mary Wilcox Youth Center will open concurrently for open gym. Updates will be provided as the project moves forward.

REPORTS FROM STAFF

RFS-1 Tina Cherry, Public Services Director

- 1) Year in Review – Providing the Year in Review was a suggestion made by Chair Yuille to highlight and review the work completed during the previous year and provide a foundation for new Commissioners on which to build. The Year is Review is presented in memory of Joannie Gholar Yuille who passed away earlier this year.
 - a. Developed and implemented the Smoking Ban. CPRS awarded the Community Services Commission for their work on the Smoking Ban.
 - b. Park Master Plan
 - c. Community Center Needs Assessment
 - d. Facility Naming Policy
 - e. Julian Fisher Park – temporary restroom
 - f. Opened the Hillside Wilderness Preserve (HWP)
 - g. Wilderness Preserve Foundation (WPF)

Notable Milestones

- a. Chair Hirsch was awarded the 2017 Iris Award.
- b. Commissioner Matthews spoke at several presentations at the State Conference.
- c. Added additional liaison assignments, and expanded to the Monrovia, Arcadia, Duarte (MAD) Town Council.
- d. Event Judging
 - Halloween Costume Contest
 - Holiday Home Decorating Contest
 - Holiday Parade
 - Monrovia Days Parade
- e. Participated in the Homelessness Conversation and the Library Strategic Plan.
- f. Personnel Changes
 - Welcomed new Recreation Manager, Katie Distelrath
 - Two new Coordinators; Tobi Scrugham and Brooke Putich
- g. Several Program Changes
 - Increased the 2017 Summer Concert Series to 20 concerts, 8 more than the previous year.
- h. Fountain to the Falls was expanded to add day of registration and chip technology.

- i. Youth Commission has become a professional development leadership program for the youth.
- j. Summer Extravaganza increased the safety ratio of staff to participant.
- k. Commission approved the sticker fundraising project for the 4th of July Fireworks show.

2017-18 Forecast

- a. Finalize the Park Master Plan.
 - b. Complete Julian Fisher Park renovations.
 - c. Formulate the recommendation related to the Community Center Needs Assessment.
 - d. Finalize the trail connection in the Hillside Wilderness Preserve and finalize the Resource Management Plan.
 - e. Revisit the Wilderness Preserve Foundation and look at the purpose of the Foundation. Who the members of the board should be.
 - f. Provide input on the Library Park improvements.
 - g. Coordination with the Art in Public Places Committee to ensure that we have historic interpretive signage in all parks.
 - h. Comprehensive fee assessment, to ensure our fees and subsidy levels are where they need to be.
- 2) Drum Circle Program at Library Park – A group looking to create inclusion. The group meets prior to the concerts on Sunday's.
 - 3) Monrovia Reads and Plays Program – The program is shifting to the Library. They will receive a new vehicle with an updated wrap logo. The program will supplement the library services at the elementary schools.
 - 4) Trust for Public Land – Continuing to look at this but, is not moving forward at this time.

RFS-2 Katie Distelrath, Recreation Manager

- 1) Commission Liaison Assignments – Discussed liaison assignments. An updated listing will be provided at the August 8 meeting.
- 2) Update on New Department Positions -Two new full-time positions will be added; Recreation Coordinator for HWP and Canyon Park, and a Management Analyst for Recreation.

RFS-3 Lisa Hansberger, Senior Recreation Supervisor

- 1) Provided an overview of the 4th of July event.
- 2) 4th of July Fundraiser Update - The *I Support Monrovia 4th of July Fireworks* stickers were available at the event for a small donation. The stickers raised \$496.54 dollars on their first showing.
- 3) Summer Extravaganza Update - Began the 4th week of Summer Extravaganza. The program operates Monday through Friday, noon to 5:00 p.m.

RFS-4 Eugene Suk, Hillside Wilderness Preserve Supervisor

- 1) Butterfly Count Update - This year's Butterfly count (Saturday, June 17) noted 155 butterflies from over 16 different species. Over the past 17 years approximately 8,000 butterflies have been counted.
- 2) Canyon Park Entrance Trail Dedication – The dedication will take place on Tuesday, August 8 at 4:00 p.m. – invitations to follow.
- 3) Update on Hillside Wilderness Preserve Signs Installation – Staff is working on the installation of the signage with the contractors.

RFS-5 Tobi Scrugham, Recreation Coordinator

- 1) Summer Concert Series Update - First successful week of the summer concerts. Looking forward to a summer filled with great music.

COMMISSION LIAISON REPORTS

CSC LR-1 Commissioner Belden

CSC LR-2 Commissioner Cortina

CSC LR-3 Commissioner Dittmar

- 1) Urban Parks – Researched trees at the Arboretum; reported on trees prone to boars and fungus and to stay away from in future investments for our streets and parks.

CSC LR-4 Chair Hirsch

- 1) Monrovia Unified School District (MUSD) – Counselors are back at school on Monday. They will meet with every family to set calendars and schedules for the fall.
- 2) Boys and Girls Club and YMCA are participating in the Summer Extravaganza program.

CSC LR-5 Commissioner Matthews

- 1) Monrovia Community Coordinating Council (MCCC) meeting for June featured the Monrovia Library. The groups fundraising efforts raised enough money to fully fund three youth to attend Camp Whittle, an overnight camp. The next meeting is August 7.
- 2) California Parks and Recreation Society (CPRS) Legislative Committee - The big news is the Park Bond AB18 and SB5 are morphing, should have something for the Governor soon. Three additional bills; Smoking Ban on State Beaches and State Parks is moving through the Assembly and the Senate. Having Automated External Defibrillators (AED) is new requirement at public pools. ACR85 is advancing and should be adopted. July is Parks Makes Life Better Month.

CSC LR-6 Commissioner Mills

- 1) Monrovia Area Partnership (MAP) - The summer movie this week is Finding Dory. The Adult MAP Leadership Academy kicks off on Thursday, September 7.
- 2) Mental Health Consortium Quarterly Meeting - Hosted by Congresswomen Grace Napolitano will be held on Friday, August 25 from 9:00 – 11:30 a.m. at the City of Hope.
- 3) Citizen Emergency Response Team - Began weekend patrols of the high fire zones.

CSC LR-7 Vice-Chair Ulm

- 1) Canyon Park Volunteers had a great barbeque and awarded Golden Pine Cone to Bonny Hidas.

ADJOURNMENT: The regular meeting of the Community Services Commission was adjourned at 9:19 p.m.