

**CITY OF SAN GABRIEL**  
**COMMUNITY SERVICES COMMISSION**  
**MINUTES OF THE REGULAR MEETING**

**MONDAY, APRIL 6, 2015**

**7:00 P.M.**

- CALL TO ORDER:** Vice-Chair Lubisich called the regular meeting of the Community Services Commission to order at 7:02 p.m.
- COMMISSIONERS PRESENT:** Vice-Chair Lubisich, Commissioner Bryant, Commissioner Mullen, Commissioner Correa
- COMMISSIONERS ABSENT:** Chairperson Hopkins
- REPRESENTATIVES PRESENT:** Councilmember Kevin Sawkins
- REPRESENTATIVES ABSENT:** San Gabriel Unified School District Representative
- STAFF PRESENT:** Community Services Director Rebecca Perez, Community Services Manager Tom Boecking, Recreation Coordinator James Lara, Commission Secretary Danielle Adriano
- APPROVAL OF MINUTES:** Commissioner Bryant made a motion to approve the March 2, 2015 minutes. Commissioner Mullen seconded the motion. The minutes were approved.
- COMMENTS FROM THE PUBLIC:** None

**NEW BUSINESS**

- 1-A.** Strategic Plan- Director Perez reported that in August 2014 the Community Service Department embarked on a department strategic plan process. At the February Commission meeting Kevin McArdle presented draft elements of the five year strategic plan. Perez presented the Commission with the final draft of the Strategic Plan. Correa suggested having San Gabriel Unified School District board members as team members of the Strategic Plan. Perez clarified that the invitation was sent to the Superintendent, who then designated who the participants would be. Correa stated that he felt the board members would be more available to provide input on the Strategic Plan. Councilmember Kevin Sawkins stated that in the Strategic Plan it does state that there is a goal to develop comprehensive joint use agreements between the City of San Gabriel and the School Districts. Sawkins went on to explain that the Strategic Plan is an action step looking to develop these agreements that will ultimately have to be approved by the school board. Lubisich suggested having a San Gabriel Unified School District liaison to be at the meetings. The Commission reviewed and approved the Strategic Plan to be added to the the agenda at the May 5 City Council meeting.

- 1-B.** Pentathlon Evaluation- San Gabriel's First All-City Pentathlon was held on Saturday, March 28 at Jefferson Middle School. Coordinator James Lara reported that there were a total of 102 participants who took part in the event. Seventeen members of the Gabrielino High School Track and Field team volunteered to assist at the event. Lara shared that he received positive feedback from parents and participants who hope this event will continue for years to come. Vice-Chair Lubisich commented that there were many parents who were excited that although their child was not part of a sports team the pentathlon was something they could attend and participate in. Commissioner Correa recommended on expanding vendors, adding sponsors and having PTA involvement.
- 1-C.** Pancake Breakfast and Egg Hunt Evaluation- Boecking reported that the 71<sup>st</sup> Annual Extraordinary Pancake Breakfast and Egg Hunt which was held on Saturday April 4 was a success. Boecking thanked Kiwanis for donating 5,000 eggs and prizes. Boecking also thanked Commissioners Mullen, Bryant and Vice-Chair Lubisich on attending and helping with judging the pancake races and distributing the free stuffed bunnies at the conclusion of the event.
- 1-D.** Commission Awards Program- Boecking announced that applications for the Awards Program are available on the city website as well as in the Community Services office. Applications will be due May 1, 2015. Awards will be presented at the June commission meeting.
- 1-E.** Department Monthly Report- Boecking announced that the Aquatic program has included lifeguard instruction and new classes for spring. Facility rentals are booming and the department is in the works of planning the May Play Day for the La Laguna 50<sup>th</sup> Anniversary alongside with Friends of La Laguna. Commissioner Correa inquired about the Jefferson Afterschool Sports Program. Boecking announced that the Jefferson Middle School boy's team will be playing in a tournament at Oak and girl's volleyball team took first place in S.C.M.A.F this year. Lubisich suggested getting names and information of the students who don't make the middle school teams in order to give them more information on tennis classes and other options for recreational activities to keep them active.
- 1-F.** Commissioners Report- Commissioner Mullen announced there will be a Women's division cookie fundraiser on May 7<sup>th</sup> at 11:30am in the Padillo Room. Commissioner Correa reported that A.Y.S.O held their first registration at the Recreation Office and received over 150 applicants. Correa also reported that track and field is in full swing at Gabrielino High School. Vice-Chair Lubisich announced that she was very busy planning for the La Laguna 50<sup>th</sup> Anniversary. Lubisich was excited to announce an elementary school coloring sheet contest. The school that brings the most coloring sheets to the event they will be awarded with popsicles for the school.
- 1-G.** Dates to Remember- Thursday April 23 the Community Services Department will be recognizing the older adult volunteers with a special luncheon at 11:30am in the Grapevine. At the May 4 Commission meeting Boecking announced the seating of new commissioners and the reorganization of existing commissioners. San Gabriel's Play Day will be held May 16 from 11:00am-2:00pm and the Annual drill competition will be at Jefferson Middle School on May 23 at 10:00am.

**COMMENTS BY STAFF: None**

**COMMENTS BY COMMISSIONERS: None**

**Vice Chair Lubisich adjourned the meeting at 7:54 p.m.  
to a regular meeting on Monday May 4 at 7:00 p.m.**

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The complete text of the Community Services Commission meeting minutes is available on tape and may be reviewed within 90 days after the meeting in the Community Services office during regular business hours.

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Wendy Hopkins, Chairperson  
San Gabriel Community Services Commission

ATTEST: \_\_\_\_\_

Danielle Adriano  
San Gabriel Community Services Commission Secretary