

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

MONDAY, NOVEMBER 2, 2015

7:00 P.M.

- CALL TO ORDER:** Chair Lubisich called the regular meeting of the Community Services Commission to order at 7:00 p.m.
- COMMISSIONERS PRESENT:** Chair Lubisich, Vice-Chair Mullen, Commissioner Chen, Commissioner Velazquez
- COMMISSIONERS ABSENT:** Commissioner Hopkins
- REPRESENTATIVES PRESENT:** Councilmember Kevin Sawkins
- REPRESENTATIVES ABSENT:** San Gabriel Unified School District Representative
- STAFF PRESENT:** Community Services Manager Tom Boecking, Commission Secretary Raiza Ibanez
- APPROVAL OF MINUTES:** Commissioner Mullen made a motion to approve the October 5, 2015 minutes. Commissioner Velazquez seconded the motion. The minutes were approved.
- COMMENTS FROM THE PUBLIC:** None

NEW BUSINESS

- 1-A.** Staff Update (Oral Report)- Boecking introduced the new Administrative Assistant II for the Community Services Department, Raiza Ibanez, who will also be serving as Commission Secretary. He also announced the Recreation Supervisor position closed last Friday, Oct. 30th. The Community Services Department is looking forward to being fully staffed in the near future.
- 1-B.** Fall Fun Festival & Haunted Zone Recap (Oral Report)- Boecking declared the festival a fun and successful event. The festival included games, movies, a costume contest, games, trunk or treat, free food, and a haunted zone. The pumpkin drop had to be cancelled due to technical difficulties, but the department is looking into how it can be incorporated into next year's festival. Gabrielino High School partnered with the department for the Haunted Zone/Maze area. Recognition and thanks to Mr. JC Gafford, the drama teacher at Gabrielino, who was instrumental in the execution of the Haunted Zone. Attendance for the event is estimated to have been between 1500-2000 people. There was a photographer on site; photos will be posted online with a link to be shared with the public. The department is very pleased with how the event turned out. Commissioner Mullen asked who the photographer was, Boecking informed her that he was a freelance photographer recommended by our Public Information Officer. Lubisich commented that it was a great event. She asked when promotion and invitations for participants

for the festival and trunk or treat began. Boecking informed that the first round of invitations to community groups went out during the last week of September and first week in October via email. There were follow-up phone calls by part-time staff, Malynn Tu. The department intended to keep the trunk or treat exclusive to community groups; however Mueller Realty approached the department wanting to be a part of the event and get involved with the community. Lubisich commented that this was a nice and fun way for local businesses to promote themselves. Commissioner Velazquez gave a short oral report on the festival. She commented that the trunk or treat was a great idea, highlighting that Mueller Realty did a wonderful job with their set-up and costumes. She commented that having the pumpkin patch was great photo opportunity and families were happy to be able to take pumpkins home. She stated that the costume contest was great except for a little mix-up with the awards. She suggested that there be a pre-registration option for the costume contest for next year's event. She also suggested that in the future there be a teenager and adult category, as many people requested it. Food, cotton candy, movies in the playhouse, the photographer, and the haunted zone in particular, were all hits with attendees. She also expressed appreciation toward the volunteers who did a great job and made a great impression on attendees.

- 1-C.** New Basketball Program (Written Report)- Boecking presented the report, as James Lara, Acting Recreation Supervisor, was not feeling well and could not attend meeting. The afterschool portion of the basketball program has been taken out and been replaced by a basketball league for multiple age groups. This will be a paid program, which will help with budgetary needs. Volunteer coaches will be requested. All volunteers will be subject to an application with the department, orientation/ training, and fingerprinting. The department is hoping for a positive turn out for the program. Commissioner Velazquez asked if program will include elementary schools as well as Jefferson. Boecking clarified that Jefferson will still have their after school competitive sports program and the new basketball program will offer age divisions that Jefferson students can participate in. If Jefferson students are interested in playing in the new league, they will be able to.
- 1-D.** Turkey Trot Reminder and Schedule (Oral Report)- Boecking informed that the Turkey Trot will be held on Saturday, November 21st. He requested any commissioners who are available to arrive to Vincent Lugo Park at 7am to help with the event. Tymeri Cuervo, the Recreation Supervisor in charge of the event will follow up with commissioners about their availability. Registration opens at 7:15, 5K Walk begins at 8am, 1K Youth Run is at 8:15am, and the 5K/10K Run will begin at 8:40am.
- 1-E.** Department Monthly Report (Written Report)- Boecking presented the report and offered to answer any questions. He expressed the department has been very busy. After school programs, aquatics programs, and class registrations are all going well. The new Guide highlighting winter activities will be out soon. Lubisich inquired as to how many students are participating in the after school programs. Boecking explained that on Wednesdays participation is generally anywhere from 40 to about 70-80 students, depending on the site. Wednesday is the most impacted day because of early school dismissal. On any other day, attendance ranges from about 20-40 students. Staff has started including crafts and monthly themes. Registration for the program is growing.
- 1-F.** Commissioners Report- Commissioner Mullen announced that the Historical Association will be holding a general meeting on November 16th during which Ann Wellington will be speaking about Del Mar High School (continuation school in San Gabriel), which has been recognized by the state as a model continuation high school. She also announced that the San Gabriel Women's Foundation, formerly known as the Women's Division of the San Gabriel Chamber of

Commerce, will hold their first ever awards ceremony on December 10th at the Hilton. They will be recognizing Mark Christoffels (CEO of the Alameda Corridor East Project) and Efren Avila (Owner of Luna's Restaurant), and Mary Garcia. Lubisich announced that Friends of La Laguna is hoping to turn the birthday event for La Laguna Playground into an annual play date. This year will be the 51st birthday of the playground, and there are fundraising efforts underway to restore pieces on the playground. Lubisich also presented the idea of introducing a Bike Safety Awareness Program, in light of the recent accident involving a student at Jefferson. She added that there is public interest in this type of program to make drivers aware of pedestrians and cyclists. She mentioned that it might be a good idea to add this to the Wednesday classes. Boecking commented that the department already has a tentative date scheduled for the play date, as result of the success of last year's event. He liked the idea of introducing a Bike Safety Class on Wednesdays.

- 1-G.** Dates to Remember- The Turkey Trot will take place on November 21st at Vincent Lugo Park and Holiday Tree Lighting will be on December 1st at Plaza Park. The next Commission Meeting will be held December 7th.

COMMENTS BY STAFF: None

COMMENTS BY COMMISSIONERS: None

**Chair Lubisich adjourned the meeting at 7:22 p.m.
to a regular meeting on Monday, December 7 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.

Senya Lubisich, Chair
San Gabriel Community Services Commission

ATTEST: _____
Raiza Ibanez
San Gabriel Community Services Commission Secretary