

**CITY OF SOUTH EL MONTE
COMMUNITY SERVICES COMMISSION MEETING
REGULAR MEETING MINUTES
November 1, 2016
CONFERENCE ROOM, 1415 N. SANTA ANITA AVENUE
SOUTH EL MONTE, CA 91733**

1. CALL TO ORDER AND ROLL CALL:

Chairperson Garcia called the meeting to order at 6:01 p.m.

COMMISSION PRESENT:

COMMISSIONERS: Anguiano, Blanco, Del Rio, Díaz-Avelar, Garcia, Polino, and Retamoza

COMMISSIONER ABSENT:

COMMISSIONER: Commissioner Lopez had an excused absence.

ALSO PRESENT:

George Muñoz (Community Services Manager) Wendy Flores (Senior Services Specialist) and Noelia Saucedo (Senior Recreation Leader)

2. PLEDGE OF ALLEGIANCE:

Commissioner Luis Polino led the Pledge of Allegiance.

3. APPROVAL OF AGENDA:

A motion to approve the agenda was made by Vice-Chairperson Del Rio and seconded by Commissioner Anguiano, motion was carried.

4. PRESENTATION:

There are no presentations at this time.

5. PUBLIC COMMENTS:

Mr. Muñoz informed the commission that staff be will be meeting with a representative from Beat the Streets to see if they would come and offer a wrestling class at the community center. Chairperson Garcia asked if the wrestling class would be recreational or competitive. Mr. Muñoz stated that because the class is at no cost it would be a recreational class. Mr. Muñoz stated that once everything is finalized he would present the commission with a report on the wrestling class.

6. APPROVAL OF MINUTES:

October 4, 2016 - Regular Meeting

A motion was made by Vice-Chairperson Del Rio and seconded by Commissioner Anguiano to approve the above referenced minutes, motion was carried.

7. UNFINISHED BUSINESS:

4TH of July Event Reserving Spots:

Mr. Muñoz stated that a proposal would be presented to the Commission at the meeting in February regarding reserving spots at the 4th of July event. He stated that would measure the surroundings of New Temple Park, and this would determine how many spots can be reserved. He also stated that the spot reserved would be 12ft x 12ft. Mr. Muñoz stated that residents will have a two-week priority to reserve their spots at not cost. After the two-week period, non-residents will be allowed to reserve a spot for a fee of \$25.

8. STAFF REPORT:

Senior Services:

- a. Miss Flores stated that the South El Monte Senior Center will be participating in the Disability & Aging Resource Fair that will be hosted by the San Gabriel Valley Center. She mentioned that this event will target disable and seniors.
- b. Mr. Muñoz stated that the senior center had a great turn out for the Halloween Luncheon. He mentioned that seniors enjoyed dressing up in their Halloween costumes to participate in the costume contest.

Community Services Department:

a. Job Fair:

Commissioner Diaz-Avelar asked how the job fair did. Mr. Muñoz stated that job fair had a great turnout. He mentioned that at least 5 participants were interviewed and got hired. Commissioner Retamoza stated that she was there for the majority of the event. She mentioned that 100 participants were signed in.

b. Halloween Festivities:

Mr. Muñoz stated that recreation staff did a great job creating this year's haunted house. He stated that the residents enjoyed the haunted house and the Harvest Festival festivities.

Mr. Muñoz stated that staff is getting ready for the 5k Turkey Dash that will take place on Saturday, November 19th. He mentioned that there is also going to be children 1k Trot. Children have to check in at 8:30 a.m. and the race will begin at 9:00 a.m. Mr. Muñoz mentioned that the 5k Run/Walk check in time will be at 8:45 a.m. and the race will begin at 9:30 a.m.

Mr. Muñoz stated that recreation staff is also prepping for the Christmas Lighting ceremony and the Christmas Wish Toy Giveaway event.

c. Home Decorating Contest

Chairperson Garcia asked what date the Home Decorating Contest take will place. Miss Saucedo stated that the contest will take place on Tuesday, December 6th. Commissioners will meet at the Senior Center at 4:30 p.m.

9. COMMISSION AGENDA:

Commissioner David Diaz-Avelar

a. Presentation Request

Mr. Muñoz stated that he would try to and get the sheriffs calendar for the remainder of this year, so that the commission can review it. This will allow the commission to come up with some recommendations for the upcoming year. Mr. Muñoz stated that as soon as he receives the sheriff's calendar he would forward it the commission via email. He asked once the commission receives the calendar to please reply with in any suggestions or any comments.

b. Evaluation of Park Programs/Services

Commissioner Diaz-Avelar would like to request that the city come up with a short 5 question survey to capture any feedback from the resident for the major city events or activities. He suggested that the survey be in Spanish and English. Commissioner Diaz-Avelar mention that the survey is something that patrons can find in the City Website to save the use of paper or even on half a sheet.

Commissioner Diaz-Avelar made a motion to have staff come up an evaluation survey for all major city events and seconded by commissioner Anguiano, motion was carried.

c. Website

Commissioner Diaz would like to see the city website in multiple languages. He mentioned that there is tool through google that can be helpful. Mr. Muñoz will forward this this information to the staff that handles the city's website.

Commissioner Gracie Retamoza

a. Community Luncheons

Commissioner Retamoza would like to have some community luncheons. She suggested having the children from the mini center maybe make some Thanksgiving craft and giving the craft they made to their parents at Thanksgiving luncheon. Commissioner Retamoza suggested having a Valentine's Day Community Luncheon. Mr. Muñoz stated that he would direct staff to look it this matter, and see if this is something that can be done.

b. Food Pantry

Commissioner Retamoza stated the campus she works at they have a food pantry program for students that have limited resources. She stated that they have a specific day that the food is distributed. She mentioned that the food that is given is donated from different

organizations. She stated that the student has to show that they are enrolled in school and their IDs. She wanted to know if a food pantry program is something that be done throughout the year for the community that needs assistance. Mr. Muñoz stated that the San Gabriel Valley Center already has a food pantry program. They distribute grocery bags once or twice a month. Vice-Chairperson Del Rio also mentioned the ERA helps families in need and distributes food. Mr. Muñoz stated that GOD provides also distributes food.

Chairperson David Garcia

a. Community Services Commission

Chairperson inquired about the empty seat on the Community Services Commission Board. Mr. Muñoz stated that in a previous meeting the commission agreed that the keep the commission an eight-member board. Mr. Muñoz state that at this point it would be too late to add the ninth member due the commission’s term will be ending in December.

b. Thanksgiving Basket Drive

Chairperson Garcia asked Mr. Muñoz if there is an update on how many turkeys he was able to get donated. Mr. Muñoz stated that this matter is still under discussion to see if this something that the city can do. Mr. Muñoz stated that the Mayor Pro Tem Olmos spoke to him and expressed that this is something she would like to be involved in, and she would speak to the Interim City Manager regarding this matter. Mr. Muñoz stated that if it is something that can be done he can get twenty-five turkeys donated. Chairperson Garcia stated that if the city takes over the One Basket at Time program the Community Services Commission would like to participate. Mr. Muñoz stated that he would ask the Interim City Manager if the freezer in the Community Center can be utilized to store the Thanksgiving items. He stated that he would give the commission an answer by the end of the week.

10. ADJOURNMENT:

There being no further business before this body, Chairperson Garcia adjourned the meeting at 7:17 p.m.