

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

**MONDAY, JUNE 2, 2014**

**7:00 P.M.**

**CALL TO ORDER:** Vice-Chair Lubisich called the regular meeting of the Parks and Recreation Commission to order at 7:14 p.m.

**COMMISSIONERS PRESENT:** Vice-Chair Lubisich, Commissioner Bryant, Commissioner Correa

**COMMISSIONERS ABSENT:** Chairperson Hopkins, Commissioner Mullen

**REPRESENTATIVES PRESENT:** None

**REPRESENTATIVES ABSENT:** Councilmember Kevin Sawkins, San Gabriel Unified School District Representative

**STAFF PRESENT:** Director Rebecca Perez, Acting Assistant Director Tom Boecking, Commission Secretary Danielle Adriano

**APPROVAL OF MINUTES:** Commissioner Bryant made a motion to approve the April 7, 2014 minutes. Commissioner Correa seconded the motion. The minutes were approved.

**COMMENTS FROM THE PUBLIC:** None

**NEW BUSINESS**

**1-A.** Awards Program- The Commission announced Rocco Xu as the winner of the “Character Counts Award.” Xu has always been respectful and polite to his coaches. Xu has improved immensely in his skills, never skips practice and shows patience and great sportsmanship. Xu is very vibrant, never lacks school spirit and always does what is asked of him. The Commission announced Michael Chan as the winner of the “Selfless Volunteer Award.” Chan supported San Gabriel Youth for over 10 years and has also taken on large responsibilities with the Starlings San Gabriel Volleyball Club. Chan devotes endless time and efforts into this program and provides opportunities for the youth in the San Gabriel Community.

**1-B.** Marshall Park and Vincent Lugo Park Update- The Landscape Architect and sub-consultants are currently completing 95% construction drawings for Marshall Park which will be submitted to the city for review within the next two weeks. Once construction documents are complete, they will be submitted to the Department of the State Architect (DSA) for review. As the plans are nearing completion, staff has completed a Request For Proposal (RFP) for Construction Management for the project. Staff will likely take a proposal to the July 15 Council meeting. Phase 2 of the Vincent Lugo Park project was amended to include playground equipment and picnic shelters. Phase 3 is completely unfunded at this time. Staff presented possible funding opportunities including the 2014 Building Better Communities Grant and the 2015 Competitive Excess Funds Grant Program.

**1-C.** Strategic Plan- Director Rebecca Perez announced that on April 15, the City Council approved

the reorganization of the Parks and Recreation and Public Works Department. Perez announced that the department will be embarking on a strategic planning process which is the first in over 15 years for this department. The strategic plan will aim to conduct a thorough evaluation of the department's current programs, services and facilities and to develop a 5 year plan to guide and direct the department's efforts through 2020. As a part of the July celebration of Parks Make Life Better month, the department plans on communicating to the community about the department name change. Staff is working with Ready Artwork, a local design firm in the Mission District, on the development of a department logo.

- 1-D.** Department Monthly Report- Smith Park and Day Camp Summer Programs will begin on June 9. Roosevelt, Vincent Lugo and Jefferson Bulldogs Sports Camp will open on June 16<sup>th</sup>. Aquatics Recreation Swim begins on June 10 while swim lessons begin on June 16. The first free concert in the park will be held on June 26<sup>th</sup> at the Mission Playhouse at 6:30pm.
- 1-E.** Commissioners Report- Vice-Chair Lubisich explained that she met with Frank Choi, tennis instructor for the city about three grants that he had opened through The United States Tennis Association. Lubisich asked department staff for assistance in helping Choi move forward with obtaining these grants. Commissioner Correa inquired about the large soccer goals which are on the Washington Elementary School's campus and asked if the Recreation Department was holding a soccer camp during the summer. Acting Assistant Director Tom Boecking clarified that they will not be holding any soccer camps this summer.
- 1-F.** Dates to Remember- Next Commission meeting will be held on October 6, 2014. The bi-annual dance show "Tonight We Dance" will be held on June 15. The Kids Day Parade and 4<sup>th</sup> of July event will take place on Friday July 4. Concerts in the park will be held on June 26, July 24 and August 28, 2014. The Farmers' Market will continue through September 25.

**COMMENTS BY STAFF: None**

**COMMENTS BY COMMISSIONERS: None**

**Vice-Chair Lubisich adjourned the meeting at 7:38 p.m.  
to a regular meeting on Monday, October 6 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 Parks and Recreation office during regular business hours.

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Senya Lubisich, Vice-Chair  
San Gabriel Community Services Commission

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

Danielle Adriano  
San Gabriel Community Services Commission Secretary