



David Gerber, Chair
Michael Kotowski, Vice-Chair
Eddie Kouyoumdjian, Commissioner
Britanny Lewis-Porchia, Commissioner
Stephen Salle, Commissioner

COMMUNITY SERVICES COMMISSION

6:00 PM

Thursday, July 16, 2026
City Hall Council Chamber
116 E. Foothill Boulevard, Glendora

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

REORDERING OF AND ADDITIONS TO THE AGENDA

PUBLIC COMMENT

The City of Glendora encourages community participation at its public meetings. Speakers are limited to three minutes, and time may not be shared or transferred. A total of 30 minutes is reserved for public comment, which may be extended by majority vote of the legislative body. At regular meetings, comments may address both agenda and non-agenda items during the Public Comment portion, with additional opportunities to speak provided during Public Hearings. At special meetings, public comment is limited to agenda items. Residents may participate in person or submit comments by email, phone, mail, or other available methods. Participation options may be adjusted if a State of Emergency, Health Order, or Executive Order limits in-person attendance. For more information, see the Guide to Public Meetings and Participating in Public Meetings on the City's website at www.cityofglendora.gov/citymeetings.

1. Public Comments received

MEMBER STATEMENTS/REPORTS

DIRECTOR/STAFF LIAISON AND ATTORNEY STATEMENTS

SPECIAL ITEMS

- 2. Reorganization for Term 2026-2027**
- 3. Shining Star Presentation**
- 4. Glendora Community Services Foundation Presentation**

CONSENT CALENDAR

Items on the Consent Calendar will be enacted by one motion without individual discussion. There will be no separate discussion of these items unless a member of the governing body requests specific item(s) be removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be considered after the regular items. Anyone wishing to address a Consent Calendar item should do so during the Public Comment Period.

5. Affirm minutes from the April 30, 2026 and May 21, 2026 Community Services Commission meeting

Recommended Action that the Community Services Commission

- 1. Affirm minutes as presented.

6. Upcoming Tasks for Fiscal Year 2026-2027

Recommended Action that the Community Services Commission

- 1. Receive and file the report.

NEW BUSINESS

7. Liaison's Selection for Committee's

Recommended Action that the Community Services Commission

- 1. Appoint members to serve as liaisons to various committees for the July 2026-June 2027 term.

8. Transportation Update

Recommended Action that the Community Services Commission

- 1. Receive and file the report.

9. Dirt Camp Update

Recommended Action that the Community Services Commission

- 1. Receive and file the report.

MEMBER/STAFF CLOSING COMMENTS

ADJOURNMENT

Date Posted: July 6, 2026 09:55 am



COMMUNITY SERVICES FOUNDATION

COMMUNITY SERVICES COMMISSION

JULY 16, 2026

ERIC FREKING & GARY BOYER, COMMUNITY SERVICES FOUNDATION BOARD MEMBERS



WHAT IS THE COMMUNITY SERVICES FOUNDATION?

The Glendora Community Services Foundation is a non-profit, 501(c)(3) organization that collaborates with the City of Glendora Recreation and Human Services Department. Their mission is to support, sponsor, and promote the development and upkeep of public parks, recreation, and community services, while providing financial assistance to enhance the City of Glendora's offerings.

"Together our mission is to foster the recreational, educational, environmental and cultural life of our community by encouraging and soliciting support for our city's park and recreation system."



Yellow Ribbon

BANNER PROGRAM



For more information on obtaining a banner for your local service member, please visit CityofGlendora.gov/YellowRibbon or by emailing us at CSFoundation@cityofglendora.gov

YELLOW RIBBON BANNER PROGRAM

Active military banners are displayed along Grand Ave and Route 66.

A total of 90 banners currently pay tribute to local service members.

Retiring service members are celebrated during the City's Community Recognition Awards and presented with a retired banner.

An interactive GIS map with banner locations can be viewed at cityofglendora.gov.



YOUTH SERVICE AWARD

Awarding Glendora youth for their outstanding community service and commitment to the Recreation and Human Services Department.

The Community Services Foundation granted \$2,000 to eight recipients, as approved by the Board.

Applications could be submitted by mail or emailed directly to CSFoundation@CityofGlendora.gov.



SUPPORTING OUR YOUTH,
CONNECTING OUR COMMUNITY!

GCSEF

COMMUNITY SERVICES FOUNDATION'S YOUTH SERVICE AWARD

The Glendora Community Services Foundation's Youth Service Award is to recognize and award Glendora's Youth for their Community Service contributions throughout the year or their dedication and hard work within the Recreation and Human Services Department. The Community Services Foundation will award a total of \$2,000 to the confirmed recipient(s) as voted on by the Community Services Foundation Board Members.

APPLICANT REQUIREMENTS:

Candidates must meet ALL of the following requirements:

- Candidate must be between the ages of 6 and 25
- Candidates must contribute services within the Glendora City limits
- Candidates must Volunteer and provide Community Services contributions to Glendora residents, organizations, businesses, schools or religious entities. OR be employed by the City of Glendora
- Candidates between the ages of 6-18 must be enrolled in school and maintain a GPA of 3.0 or higher

SELECTION PROCESS AND PRESENTATION OF AWARD:

A Committee of 3-5 Community Services Foundation Board Members will select the potential recipient after review of all eligible applications.

Applications must be received by the last Friday of January for the service of the prior calendar year.

Those that qualify as finalist will be scheduled for an interview. The interview will be scheduled and conducted by the Community Services Foundation Committee.

Awards will be presented by the end of March.

APPLICATION SUBMISSION:

Please return application packets by mail or email to:

Recreation and Human Services Department
116 E Foothill Blvd.
Glendora, CA 91741

OR email to CSFoundation@CityofGlendora.org

GLENDORA AVE. BANNER PROGRAM!

Advertise with us!



FOR MORE INFORMATION VISIT
CITYOFGLENDORA.GOV/RECREATION
OR EMAIL CSFOUNDATION@CITYOFGLENDORA.GOV

GLENDORA AVE BANNER PROGRAM

Banners on Glendora Ave promote events for community non-profits and bona fide merchant organizations.

Designed to increase awareness of community programs, banners are installed and removed twice monthly (1st and 3rd Mondays), with fees covering a two-week display.



0.5K WALK "THE RUN FOR THE REST OF US"

Year after year, the Foundation reaches its goal of 250 participants—making this event a continued success!

Each participant enjoys two drinks, a taco dinner, dessert, a souvenir cup, and an evening of live entertainment and fun!

Last year, we launched the "Sober Sally" ticket, allowing non-drinkers to join in the fun alongside friends.



0.5K WALK RUN
HOSTED BY THE GLENDORA COMMUNITY SERVICES FOUNDATION

21+ YRS OLD
5:30PM CHECK-IN
\$40 PER PERSON

THE RUN FOR THE REST OF US

SOBER TICKETS \$30 PER PERSON

SATURDAY SEPTEMBER 19, 2026
For Full Details & To Register, Visit
Point5kGlendora.EventBrite.com

The poster features a central illustration of a beer glass and a taco character running. The background is yellow with orange circles of various sizes. Text is in bold, sans-serif fonts, with some in red and some in black. The event details are clearly laid out in circular callouts.



TOY DRIVE

Donate NEW, UNWRAPPED
TOYS & GIFT CARDS THIS HOLIDAY SEASON!

NOVEMBER 28 & DECEMBER 5 • 9:00AM-3:00PM
GLENDDORA WALMART PARKING LOT

Benefiting children of Glendora and surrounding communities.
Request a donation box at your business!
For questions email CSFoundation@cityofglendora.gov



STUFF THE BUS

The 2025 event was a major success, enabling the Foundation to support more than 70 families—an impact that continues to grow.

Each holiday season, Foundation members and volunteers spend two Saturdays outside Walmart collecting donations from generous local shoppers. In 2025, Barnes and Noble allowed the Foundation to host a toy drive as well during the Mrs. Claus “Story Time”.

Local businesses will host donation boxes, allowing community members to contribute directly at their locations.

In 2025, the Foundation partnered with “Shoes That Fit”, local nonprofit, to giveaway a new pair of shoes to every child in attendance.

SHOES
THAT FIT
Every child deserves them®

Glendora

BIRDIES FOR THE BRAVE GOLF SCRAMBLE

Traditionally held in May, the 2027 tournament is scheduled for Monday, May 3.

The 2026 event was redesigned to exclusively support the Yellow Ribbon Banner Program.

The event sells out annually with 18 registered foursomes. Guests enjoy dinner, an awards ceremony, and raffle prizes.

Proceeds benefit Glendora military families and service members so they can be recognized regardless of financial circumstances.

THE GLENDORA COMMUNITY SERVICES FOUNDATION PRESENTS



FOR THE **BIRDIES BRAVE**



**GOLF
SCRAMBLE**

Benefiting the Glendora
Yellow Ribbon Program

GLEN OAKS GOLF COURSE

\$25 PER PLAYER | 3:30PM SHOTGUN START

FOUR PERSON SCRAMBLE • FUN ON-COURSE ACTIVITIES • 9th HOLE DINNER

MAY 3, 2027

BIRDIES4theBRAVE.EVENTBRITE.COM

FOR MORE INFORMATION (626) 914-8228

RECENT ACCOMPLISHMENTS

Teamed up with LifeStream Blood Bank for a blood drive following the Veteran's Day Ceremony held in front of City Hall. The donations made would save up to six lives.

Awarded \$2,000 through Walmart's Spark Good Local Grant Program for Stuff the Bus.

Partnered with "Shoes That Fit", national 501c3 charity, for the Stuff the Bus toy giveaway.

Became a member of the Glendora Community Coordinating Council (GCCC) 501c3 nonprofit organization that unites local charities.

Distributed American flags for residents to enjoy, with buckets placed at the Field of Heroes at City Hall and Gladstone Park.

QUESTIONS?



STAFF REPORT

TO: Chair and Commissioners

DATE: July 16, 2026

FROM: City Clerk

DISTRICT(S): Not Applicable

SUBJECT: Affirm minutes from the April 30, 2026 and May 21, 2026 Community Services Commission meeting

RECOMMENDATION

That the Community Services Commission:

1. Affirm minutes as presented.

STRATEGIC FOCUS AREAS

- Not Applicable

EXECUTIVE SUMMARY

This staff report requests affirmation of the minutes from previous meetings. The minutes have been prepared and reviewed in accordance with city procedures and transparency requirements. Affirming these minutes ensures the accuracy and integrity of the official record. Staff recommends approval to maintain proper documentation and compliance with meeting protocols.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Not Applicable.

DISCUSSION

Pursuant to the City's standard practices and the Brown Act, meeting action minutes are reviewed and affirmed by the legislative body to ensure transparency and accuracy in government proceedings. The action minutes for the April 30, 2026 and May 21, 2026 meetings were compiled based on staff notes and official recordings. No requests for revisions or amendments have been received to date.

By affirming minutes, legislative bodies acknowledge their accuracy and preserve them as an official record of the meeting. If any corrections or amendments are desired, they can be addressed before final affirmation.

FISCAL IMPACT

There is no fiscal impact associated with this action.

ENVIRONMENTAL DETERMINATION

There is no CEQA impacts associated with the recommendations in this report.

Prepared By:

Lorena Cordova, City Clerk Specialist

Concurs With:

Not Applicable

Reviewed By:	Kathleen Sessman, City Clerk/Communications Director Annie Warner, Interim Recreation and Human Services Director
Certified to Availability of Funds:	Not Applicable
Approved By:	Not Applicable
Legal Review:	Not Applicable
CEQA Review:	Not Applicable

Attachments

[A_April_30_2026_Special_meeting.pdf](#)

[B_May_21_2026_minutes.pdf](#)



CALL TO ORDER

The Community Services Commission special meeting was called to order at 10:00 AM by Chair Gerber.

ROLL CALL

Members Present: Eddie Kouyoumdjian, Brittany Lewis-Porchia, Steve Salle, Vice-Chair Michael Kotowski, and Chair David Gerber

Members Absent: None

Staff Present: Interim Recreation and Human Services Director Annie Warner, Recreation Supervisor Alma Villasenor, Recreation Coordinator Jasmine Rosas, and Administrative Assistant Megan Stone

UNFINISHED BUSINESS

1. Holiday Home Decorating Contest Revamp (Tabled from March 19, 2026 meeting)

Discussions included a continued review of proposed revisions to the Holiday Home Decorating Contest, and new contest award categories to better recognize creativity, holiday spirit, innovation, and traditional decorating themes.

Following discussion, a motion was made by Commissioner Lewis-Porchia, seconded by Commissioner Salle, to:

- (1) Approved the following award category titles: Spirit of the Foothills, Star of the Season, Commissioner's Choice Award, Bright Beginnings Award, Winter Wonderland, Holly Jolly Innovator, Holiday Classic Award, and Mistletoe Masterpiece Award.

Motion carried 5 - 0 as follows: AYES: Kouyoumdjian, Lewis-Porchia, Salle, Kotowski, Gerber; NOES: None; ABSENT: None; ABSTAIN: None.

ADJOURNMENT

Meeting adjourned at 12:06 PM.

Lorena Cordova
City Clerk Specialist

Kathleen R. Sessman, MMC
City Clerk/Communications Director

Minutes were approved on _____.



CALL TO ORDER

The Community Services Commission regular meeting was called to order at 6:00 PM by Vice-Chair Kotowski.

ROLL CALL

Members Present: Eddie Kouyoumdjian, Brittany Lewis-Porchia, Steve Salle, and Vice-Chair Michael Kotowski

Members Absent: Chair David Gerber

Staff Present: Interim Recreation and Human Services Director Annie Warner, Senior Management Analyst Kelsey Fay, Human Services Supervisor Erik Deurmeir, Human Services Supervisor Rachel Orosz, Administrative Assistant Megan Stone, Digital Media Specialist Craig Gill, Senior Digital Media Specialist Greg Morton, Senior Office Assistant Tori Tevelow, and City Clerk Specialist Lorena Cordova

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Salle.

REORDERING OF AND ADDITIONS TO THE AGENDA

None.

PUBLIC COMMENT

1. Public Comments received

Members of the public requested to speak, included Wendy Jarvie, and no written correspondence was received.

MEMBER STATEMENTS/REPORTS

Commissioner Lewis-Porchia commented on the La Fetra Center Volunteer Recognition program.

Commissioner Kouyoumdjian provided an updated on the Trails Council and announced upcoming Summer hikes.

Commissioner Salle provided an update on the Sports Council, and league registration and upcoming practices and games.

Vice-Chair Kotowski provided an update on Transportation services.

DIRECTOR/STAFF LIAISON AND ATTORNEY STATEMENTS

Interim Recreation and Human Services Director Warner reported on upcoming programs and events, including the Community Bike Ride, first Recreation Dance Recital, Older Americans Luncheon, Cultural Festival on May 30, 2026, Summer Programming beginning the week of June

1, 2026, Summer Dirt Camp Parent Night on June 3, 2026, Community Shuttle weekend service and a Transit Workshop on June 6, 2026, and various upcoming recreation trips.

SPECIAL ITEMS

2. Glendora National Little League Update

Update presented.

3. Glendora American Little League Update

Update presented.

CONSENT CALENDAR

Motion was made by Commissioner Salle, seconded by Commissioner Lewis-Porchia, to approve Consent Calendar Items as presented, affirming the action appropriate to the item.

Motion carried 4 - 0 by the following vote: AYES: Kouyoumdjian, Lewis-Porchia, Salle, Kotowski; NOES: None; ABSENT: Gerber; ABSTAIN: None.

4. Affirm minutes from the March 19, 2026 Community Services Commission meeting

The Community Services Commission:

- (1) Affirmed minutes as presented.

UNFINISHED BUSINESS

5. South Hills Bike Park Update

Motion was made by Commissioner Kouyoumdjian, seconded by Commissioner Lewis-Porchia, to:

- (1) Receive and file the report.

Motion carried 4 - 0 by the following vote: AYES: Kouyoumdjian, Lewis-Porchia, Salle, Kotowski; NOES: None; ABSENT: Gerber; ABSTAIN: None.

NEW BUSINESS

6. Recreation Classes and Summer Special Events

Motion was made by Commissioner Lewis-Porchia, seconded by Commissioner Salle, to:

- (1) Receive and file the report.

Motion carried 4 - 0 by the following vote: AYES: Kouyoumdjian, Lewis-Porchia, Salle, Kotowski; NOES: None; ABSENT: Gerber; ABSTAIN: None.

7. Update on Addressing Homelessness

Motion was made by Commissioner Lewis-Porchia, seconded by Commissioner Salle, to:

- (1) Receive and file an update on services provided and efforts undertaken to assist individuals experiencing homelessness in the City.

Motion carried 4 - 0 by the following vote: AYES: Kouyoumdjian, Lewis-Porchia, Salle, Kotowski; NOES: None; ABSENT: Gerber; ABSTAIN: None.

8. La Fetra Center Summer Programs and Events

Motion was made by Commissioner Lewis-Porchia, seconded by Commissioner Kouyoumdjian, to approve the following action:

(1) Receive and file the report.

Motion carried 4 - 0 by the following vote: AYES: Kouyoumdjian, Lewis-Porchia, Salle, Kotowski; NOES: None; ABSENT: Gerber; ABSTAIN: None.

9. Budget and Capital Improvement Program (CIP) Fiscal Year 2026-27

Motion was made by Commissioner Lewis-Porchia, seconded by Commissioner Salle, to:

(1) Receive and file the report.

Motion carried 4 - 0 by the following vote: AYES: Kouyoumdjian, Lewis-Porchia, Salle, Kotowski; NOES: None; ABSENT: Gerber; ABSTAIN: None.

MEMBER/STAFF CLOSING COMMENTS

Commissioner Lewis-Porchia extended holiday greetings and commented on the conclusion of the school year, and reminded everyone of the upcoming Cultural Fest.

Commissioner Kouyoumdjian commented on the upcoming Summer special events and congratulated local graduates.

Commissioner Salle thanked staff for their presentations and community event efforts and commented on upcoming summer activities.

Vice-Chair Kotowski recognized the 75th anniversary of Summer Dirt Camp, acknowledged the City's longstanding partnerships with youth organizations and volunteers, and expressed appreciation for staff and community support of summer programs..

ADJOURNMENT

Meeting was adjourned at 7:32 PM.

Lorena Cordova
City Clerk Specialist

Kathleen R. Sessman, MMC
City Clerk/Communications Director

Minutes were approved on _____.



STAFF REPORT

TO: Chair and Commissioners

DATE: July 16, 2026

FROM: Recreation and Human
Services

DISTRICT(S): Citywide

SUBJECT: Upcoming Tasks for Fiscal Year 2026-2027

RECOMMENDATION

That the Community Services Commission:

1. Receive and file the report.

STRATEGIC FOCUS AREAS

Not Applicable

EXECUTIVE SUMMARY

The Recreation and Human Services Department has developed a Fiscal Year 2026–2027 task calendar to provide the Community Services Commission with an overview of anticipated items that may be presented for discussion and consideration throughout the upcoming fiscal year.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Not Applicable.

DISCUSSION

The task calendar identifies a variety of department programs, projects, initiatives, and other related items that may be scheduled for discussion on future Community Services Commission agendas during Fiscal Year 2026–2027. The calendar is intended to serve as a planning and reference tool, allowing Commissioners to anticipate upcoming topics and remain informed of department activities. This calendar is provided for informational purposes only and is subject to change based on operational needs, shifting priorities, scheduling considerations, or other unforeseen circumstances.

FISCAL IMPACT

There is no fiscal impact associated with the recommendation to this report.

ENVIRONMENTAL DETERMINATION

There is no CEQA impacts associated with the recommendations in this report.

Prepared By: Megan Stone, Administrative Assistant

Concurs With: Not Applicable

Reviewed By: Annie Warner, Recreation and Human Services Director

Certified to Availability of Funds: Not Applicable

Approved By:	Adam Raymond, City Manager
Legal Review:	Not Applicable
CEQA Review:	Not Applicable

Attachments

[Community_Services_Upcoming_Task_2026-2027.pdf](#)

COMMUNITY SERVICES COMMISSION

UPCOMING TASK SCHEDULE 2026–2027

JULY 16, 2026

- Shining Star (JUL-DEC)
- Upcoming Tasks for FY 26/27
- Liaison's Selection for Committee's
- Selection of Chair and Vice-Chair
- Glendora Community Services Foundation Presentation
- Dirt Camp Presentation
- Transportation Update

SEPTEMBER 17, 2026

- La Fetra Fall Programs and Events
- Recreation Fall Programs and Events
- GYS Special Presentation
- T4G Overview Presentation
- Boy Scout Presentation
- Girl Scout Presentation

NOVEMBER 19, 2026

- Kirkpatrick, Dunham & Harper Awards Opening
- CIP Update for FY 26/27
- Homeless Update
- Finkbiner Park Storm Water Project Update
- Glendora Football Presentation
- GYS Special Presentation

DECEMBER 9, 2026

- Holiday Decorating Contest Judging

JANUARY 21, 2027

- Shining Star (JAN-JUN)
- Pony Baseball Presentation
- Glendora Youth Basketball Presentation
- Transportation Update
- Glen Oaks Golf Course Update

MARCH 18, 2027

- Selection of Winners for Kirkpatrick, Dunham and Harper
- American Presentation
- National Presentation
- Earth Day Plan of Activities
- South Hills Bike Park Update

MAY 20, 2027

- La Fetra Summer Programs and Events
- Recreation Summer Programs and Events
- Lassie League Presentation
- CIP and Budget Presentation for FY 27/28
- Trails Council Presentation
- Homeless Update



STAFF REPORT

TO: Chair and Commissioners
FROM: Recreation and Human Services
SUBJECT: Liaison's Selection for Committee's

DATE: July 16, 2026
DISTRICT(S): Citywide

RECOMMENDATION

That the Community Services Commission:

1. Appoint members to serve as liaisons to various committees for the July 2026-June 2027 term.

STRATEGIC FOCUS AREAS

Not Applicable

EXECUTIVE SUMMARY

Pursuant to Glendora Municipal Code (GMC) 2.16.120, it may be necessary for a Community Services Commission Member to serve on a committee during the ensuing year.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Not Applicable

DISCUSSION

As a result of the above-mentioned GMC, the Commission is asked to appointment a liaison for the following boards and committees for the July 2026-June 2027 term.

1. Youth Sports Council
 - The Youth Sports Council meets on the second Tuesday of each month at 6:00pm at the Crowther Teen and Family Center. The next meeting is scheduled for Tuesday, August 11, 2026. Representatives from each league will discuss league-specific topics, provide organizational updates, and address any matters relevant to youth sports programs within the community.
2. Teens 4 Glendora
 - Teens 4 Glendora meets on the last Thursday of each month at 3:00pm at the Crowther Teen and Family Center. The next meeting is scheduled for Thursday, July 30, 2026. Members will discuss upcoming volunteer opportunities, fundraising initiatives, and other projects aimed at supporting and enhancing the Glendora community.
3. Trails Council
 - The Trails Council meets on the third Monday of each month at 5:30pm at Glendora Community Church, located at the corner of Grand Avenue and Sierra Madre Avenue. The next meeting is scheduled for Monday, July 20, 2026. Council members will discuss the maintenance, enhancement, and long-term improvement of Glendora's existing trail system, as well as other trail-related matters affecting the community.

4. Homelessness Liaison

- The Homelessness Liaison position does not currently have a regularly scheduled meeting date or time. Upon appointment, the liaison will meet monthly with Human Services Manager Debbie Lopez to receive updates on the City's efforts to prevent and address homelessness, discuss current initiatives, and provide feedback on programs and services that support individuals experiencing homelessness within the community.

5. Transportation Liaison

- The Transportation Liaison position does not currently have a regularly scheduled meeting date or time. Upon appointment, the liaison will meet with the Recreation and Human Services Administration Division on a regular basis to discuss transportation-related initiatives, explore opportunities to enhance transportation services within the community, and identify strategies to increase public awareness and ridership of available transportation programs and resources.

FISCAL IMPACT

There is no fiscal impact associated with the recommendation in this report.

ENVIRONMENTAL DETERMINATION

There is no CEQA impacts associated with the recommendations in this report.

Prepared By:	Megan Stone, Administrative Assistant
Concurs With:	Not Applicable
Reviewed By:	Annie Warner, Recreation and Human Services Director
Certified to Availability of Funds:	Not Applicable
Approved By:	Adam Raymond, City Manager
Legal Review:	Not Applicable
CEQA Review:	Not Applicable

Attachments

[Liaison_Selection_PowerPoint.pdf](#)



COMMUNITY SERVICES COMMISSION LIAISON APPOINTMENTS

RECREATION AND HUMAN SERVICES
COMMUNITY SERVICES COMMISSION
JULY 16, 2026
MEGAN STONE, ADMINISTRATIVE ASSISTANT



COMMITTEE SELECTION

YOUTH SPORTS COUNCIL

2ND TUESDAY OF EACH MONTH

6:00PM AT CROWTHER TEEN CENTER

League representatives share updates and discuss you sports-related matters.

TEENS 4 GLENDORA

LAST THURSDAY OF EACH MONTH

3:00PM AT CROWTHER TEEN CENTER

Members discuss volunteer opportunities, fundraising efforts, and community improvement projects.

TRAILS COUNCIL

3RD MONDAY OF EACH MONTH

5:30PM AT GLENDORA COMMUNITY CHURCH

Members discuss the maintenance, enhancement, and long-term improvement of Glendora's trail system and other trail-related matters.

HOMELESSNESS LIAISON

SCHEDULED MONTHLY

WITH REC AND HS MANAGER

Receives updates on homelessness initiatives and provides feedback on services that support community members experiencing homelessness.

TRANSPORTATION LIAISON

SCHEDULED MONTHLY

WITH REC AND HS ADMIN DIVISION

Discusses transportation initiatives, explores service improvements, and identifies ways to increase awareness and ridership of available programs.

RECOMMENDATION:

THAT THE COMMUNITY SERVICES COMMISSION:

1. Appoint members to serve as liaisons to various committees for the July 2026–June 2027 term.



STAFF REPORT

TO: Chair and Commissioners

DATE: July 16, 2026

FROM: Recreation and Human
Services

DISTRICT(S): Citywide

SUBJECT: Transportation Update

RECOMMENDATION

That the Community Services Commission:

1. Receive and file the Report

STRATEGIC FOCUS AREAS

Goal 4 - Sustainable Infrastructure

EXECUTIVE SUMMARY

City of Glendora Transportation Division offers many different services to encourage the community to use public and active transportation. Services include Dial-A-Ride Program, A Line Commuter Shuttles, Midday Shuttles, Community Shuttle, TAP card sales, and travel training.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Not Applicable.

DISCUSSION

Dial-A-Ride

The Dial-A-Ride program continues to serve resident seniors and persons with disabilities by providing curb-to-curb transportation throughout the community. Demand for the service has remained steady, with 125 new registrants this calendar year.

Staff has conducted several presentations this year promoting Dial-A-Ride, TAP, and shuttle programs at various community organizations, including the Glendora Coordinating Council, Glendora Ministerial Association, the La Fetra Center lunch program, and the Annual Health and Wellness Fair.

Tap Card Sales

TAP card sales continue at a steady pace, with 548 cards sold as of the writing of this report. TAP is accepted on the Glendora Transit system and is also the fare system used by Metro and Foothill Transit, giving riders one card that works across all three. To make purchasing even easier, TAP cards are now available at the City Clerk's Office and the Teen Center.

In addition to sales, staff also processes reduced-fare TAP card applications. This service includes assisting residents with completing the application, taking their photo on site, and mailing the completed packet on their behalf. Once processed by TAP, riders receive their reduced-fare card directly in the mail.

Community Shuttle

The Community Shuttle began running on June 6 and has ran every Saturday and Sunday from 10:00am-7:30pm. The Community Shuttle is now fully up and running, with all stop signage installed and promotional materials distributed throughout the community. The shuttle saw 34 riders on opening weekend, followed by a handful of riders each weekend after. Staff is continuing a strong outreach effort to build awareness and encourage more residents to try the service, including exploring opportunities to partner with businesses located near shuttle stops to help promote the program as it grows.

Route Changes

A Line

When the Glendora A Line Station opened in September 2025, staff evaluated ridership on the two existing shuttle routes, one serving the Teen Center and one serving the Transit Plaza parking lot. Ridership on both routes was low, and running two separate buses was no longer an efficient use of resources. As a result, the two routes were combined into a single shuttle, which continues to provide service to both locations but now operates with one bus instead of two. This consolidated shuttle now connects directly to the Glendora A Line Station, replacing the previous connection to Azusa stations prior to the Glendora station opening.

Midday

Staff is also reviewing the three Midday Shuttle routes - Red, Orange, and Green - to determine how to better serve residents based on ridership patterns and community feedback. Late last year, staff implemented a resident-requested change to adjust one of the lines to serve the Lone Hill Shopping Center, providing improved access for students who live in that area and need a closer drop-off point.

Staff is continuing to analyze ridership data and evaluate potential refinements. Lines are not yet finalized, and additional minor adjustments are expected. Once finalized, updated route maps and schedules will be posted online and shared with local schools.

New Shuttle Buses

The City recently received three new Karsan eJEST battery-electric minibuses to support Glendora's fixed-route shuttle services. These 19-foot, zero-emission vehicles were acquired as part of the City's ongoing transition to a fully electric transit fleet, consistent with the Short Range Transit Plan and the California Air Resources Board's Innovative Clean Transit regulation.

The eJEST vehicles offer several advantages for Glendora's service area, including compact size for navigating neighborhood streets, low-floor boarding for accessibility, quiet operation, and reduced maintenance and fuel costs. Each bus is equipped with a digital destination sign, onboard camera system, bike rack, and modern passenger amenities, making them well-suited for both fixed-route and on-demand operations.

All three buses entered service on June 6 as part of the Community Shuttle launch and can be deployed across any of the City's shuttle routes as needed. Their smaller size and high maneuverability make them an ideal fit for Glendora's local circulation patterns, and they integrate seamlessly with the City's existing electric charging infrastructure.

These new vehicles expand the City's zero-emission fleet from two to five electric buses, improving operational flexibility and supporting long-term sustainability goals.

Short Range Transit Plan

The City continues to make progress implementing the Short Range Transit Plan (SRTP), which provides the framework for Glendora's transit service design, fleet transition, and long-term system improvements.

As part of the SRTP's fleet recommendations, the City successfully acquired three new Karsan eJEST battery-electric minibuses.

The SRTP also identified the need for a new local circulation route to improve weekend mobility and access to community destinations. In alignment with this recommendation, staff planned and implemented the Community Shuttle, which launched on June 6 and now operates every Saturday and Sunday.

Another SRTP recommendation already completed was the redesign of the Dial-A-Ride information booklets. The updated booklets provide clearer, more accessible information for riders and have already been printed and distributed throughout the community.

The next phase of SRTP implementation includes several key initiatives:

Bus Stop Amenity Replacement and Upgrades

As part of the SRTP development process, the consultant completed a full inventory of every bus stop in the City, documenting existing amenities and identifying opportunities for improvement. The inventory also included recommendations for relocating amenities—such as benches, shelters, and trash cans—from lower-use stops to higher-use locations. Staff will work closely with Public Works to develop a phased plan for amenity replacement, relocation, and upgrades across the system.

Marketing and Communications Efforts

Staff will continue targeted outreach to increase awareness and ridership on both the Community Shuttle and Dial-A-Ride programs. This includes digital outreach, printed materials, community presentations, and partnerships with businesses and organizations near shuttle stops.

Transit Options Workshops

City staff organizes travel training workshops to help residents feel confident using public transit and to introduce them to the different transit systems available in the region. Participation has steadily increased, and the program continues to grow in popularity.

- **Floatfest: A Rose Parade Showcase** *Saturday, January 3 — 9 attendees* Participants rode the Metro A Line to Floatfest 2026, viewed Rose Parade floats along the two-mile showcase, visited exhibitors, and enjoyed food trucks. Registration included a general admission ticket, a TAP card with round-trip fare, and Go Glendora Shuttle transportation.
- **Little Tokyo** *Sunday, March 22 — 10 attendees* Participants rode the Metro A Line to Historic Little Tokyo, explored Japanese Village Plaza, and visited local shops and restaurants. Registration included a TAP card with round-trip fare and Go Glendora Shuttle transportation.
- **Museum of Contemporary Art (MOCA)** *Saturday, June 6 — 13 attendees* Participants rode the Metro A Line to MOCA in Downtown Los Angeles, toured the galleries, and visited nearby food trucks. Registration included a general admission ticket, a TAP card with round-trip fare, and Go Glendora Shuttle transportation.
- **Olvera Street** *Sunday, October 18 — Attendance TBD* Participants will ride the Metro A Line to Union Station and walk to Olvera Street to explore the Mexican American cultural district. Registration includes a TAP card with round-trip fare and Go Glendora Shuttle transportation.

Bike Month Events

May is Bike Month and the Transportation Division celebrated with a community bike ride as well as hosting a bike to work day table.

Bike to Work Day

On Friday, May 15, the Division encouraged City staff to bike or walk to work by hosting a morning pit stop with pastries and fresh coffee from Classic Coffee. Several staff members participated by biking or walking to City facilities.

Community Bike Ride

On Saturday, May 16, the City partnered with Glendora Mountain Bike Club (MTB) and Incycle Bike Shop to host a Community Bike Ride from 8:30 a.m. to 11:00 a.m.

- Attendance: Nearly 100 participants
- Route: 3-mile family-friendly ride
- Activities: Music, bike competitions, and games
- Feedback: Participants expressed strong appreciation and asked when the next ride would be offered. Staff is exploring options for hosting another ride before the end of the year.

Transit Operations & Maintenance Contract

The City's long-standing contract with Transportation Concepts for transit operations and maintenance services concluded on June 30, 2026, marking the end of their final extension period. Transportation Concepts has served as Glendora's transit operator since 2009, providing more than fifteen years of continuous service to the community.

The current agreement was originally awarded by the City Council in March 2017, establishing a five-year base term (FY 2018–2022) with two optional two-year extensions covering FY 2023–2024 and FY 2025–2026. Both extension options were exercised by the City and the contractor.

To ensure continuity of high-quality transit service, the City released a Request for Proposals (RFP) on March 19, 2026 through QuestCDN (#10108786). The solicitation closed on April 16, 2026, with thirteen plan holders reviewing the bid package and two firms submitting proposals: Transportation Concepts and Parking Company of America.

Following a detailed evaluation based on the criteria outlined in the RFP, staff determined that the proposal submitted by Transportation Concepts was the most responsive and best aligned with the City's operational needs. Interviews were conducted on May 12, 2026 with both firms, and Transportation Concepts was selected based on its qualifications, experience, and demonstrated capacity to support Glendora's transit system.

Throughout the term of the current agreement, Transportation Concepts has consistently delivered reliable service and maintained a strong understanding of the City's transit operations. Their management team communicates effectively with staff, provides timely updates, and proactively addresses operational issues. Drivers and dispatch personnel have demonstrated professionalism and courtesy, contributing to a positive rider experience. The contractor has also maintained stable staffing levels, supported ongoing training, and ensured compliance with safety and ADA requirements. Vehicle maintenance has been well-managed, with minimal service disruptions and clear documentation provided for repairs.

Overall, Transportation Concepts has shown dependable performance, responsiveness, and a commitment to high-quality service. Based on this track record, staff recommends awarding the new Transit Operations and Maintenance Contract to Transportation Concepts.

FISCAL IMPACT

There are no fiscal impacts associated with the recommendations in this report.

ENVIRONMENTAL DETERMINATION

There is no CEQA impacts associated with the recommendations in this report.

Prepared By:	Kelsey Fay, Senior Management Analyst
Concurs With:	Not Applicable

Reviewed By:	Annie Warner, Recreation & Human Services Director
Certified to Availability of Funds:	Not Applicable
Approved By:	Adam Raymond, City Manager
Legal Review:	Not Applicable
CEQA Review:	Not Applicable

Attachments

[PowerPoint - Transportation Update.pdf](#)



TRANSPORTATION UPDATE

RECREATION & HUMAN SERVICES

COMMUNITY SERVICES COMMISSION

JULY 16, 2026

KELSEY FAY, SENIOR MANAGEMENT ANALYST



TRANSPORTATION DIVISION SERVICES

- Dial-A-Ride
- TAP Services
 - Reduced Fare Applications
 - Load TAP cards
- Shuttle Services
- Travel Training/Planning
 - Transit Options Workshops
- Events



DIAL-A-RIDE

- Provides curb-to-curb service for resident seniors and persons with disabilities
- 125 new registrants this year
- Outreach presentation delivered:
 - Glendora Coordinating Council
 - Glendora Ministerial Association
 - La Fetra Center Lunch Program
 - Annual Health and Wellness Fair

TAP SERVICES

TAP accepted locally on

- Glendora Transit
- Metro
- Foothill Transit

NEW SALES LOCATIONS

- City Clerks Office
- Teen Center

REDUCED FARE APPLICATIONS

- Seniors 62+
- Persons with Disabilities
- Student
- LIFE Program



SHUTTLE SERVICES AND CHANGES

COMMUNITY SHUTTLE

- Launched June 6, operates Saturday & Sunday, 10:00am-7:30pm
- Signage installed to increase visibility

MORNING SHUTTLE

- Operates Mon-Fri during the school year

A LINE SHUTTLE

- Operates Mon-Fri during commuter hours
- Glendora A-Line Station opened September 2025
- Combined two routes into one

MIDDAY SHUTTLE

- Three (Red, Green, Orange) lines operate Mon-Fri during the school year
- Recently added stop: Near Lone Hill Shopping Center
- Changes will be made before next school year



NEW SHUTTLE BUSES

- Three Karsan eJEST electric minibuses
- 19-foot, zero emission vehicles
- Entered service June 6 with the launch of the Community Shuttle
- Electric fleet now expanded from 2 to 5



SHORT RANGE TRANSIT PLAN

COMPLETED

- 3 vehicles acquired
- Community Shuttle Launch
- Dial-A-Ride Information Booklets Redesign

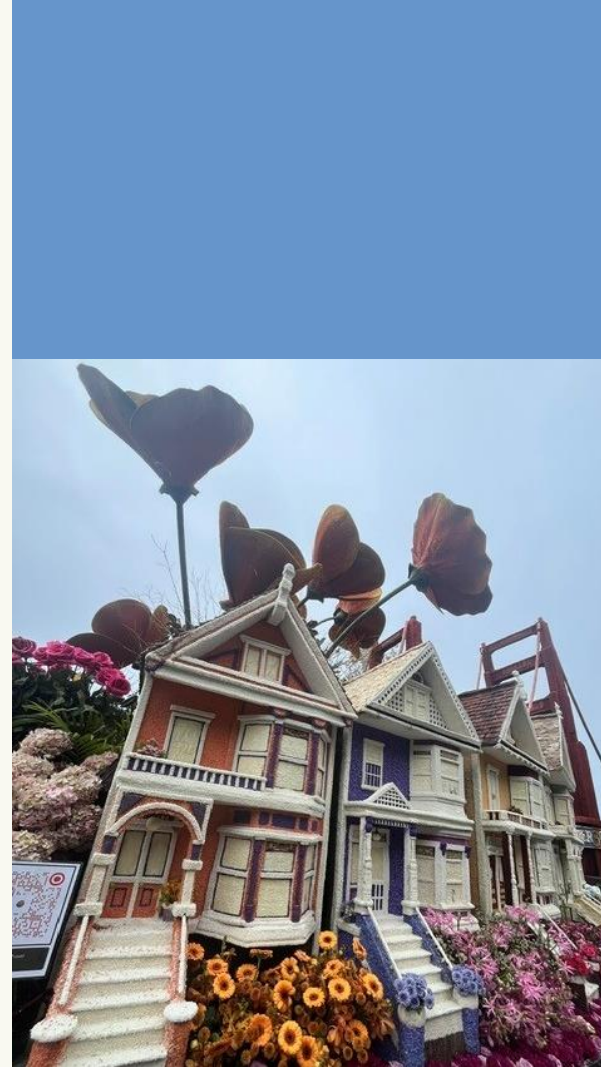
NEXT STEPS

- Bus Stop Amenities
- Marketing and Communication
- Ongoing Service Evaluation
 - Review routes for opportunities for improvement
 - Evaluation of ridership trends
 - Determine if and when to purchase new vehicles

TRANSIT OPTIONS WORKSHOPS

Travel Training workshops to help residents feel confident using public transit

- 2026 Workshops
 - FloatFest
 - Little Tokyo
 - MOCA
 - Olvera Street





BIKE MONTH

Bike to Work Day – May 15

- Morning pit stop

Community Bike Ride – May 16

- Partnered with MTB Club & InCycle
- 100+ Participants
- 3-mile family friendly ride

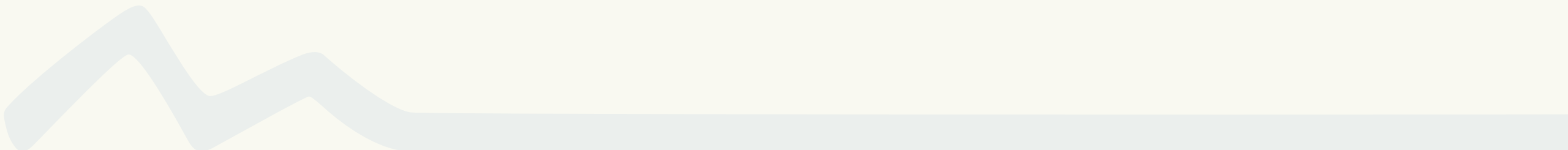
TRANSIT OPERATIONS AND MAINTENANCE CONTRACT

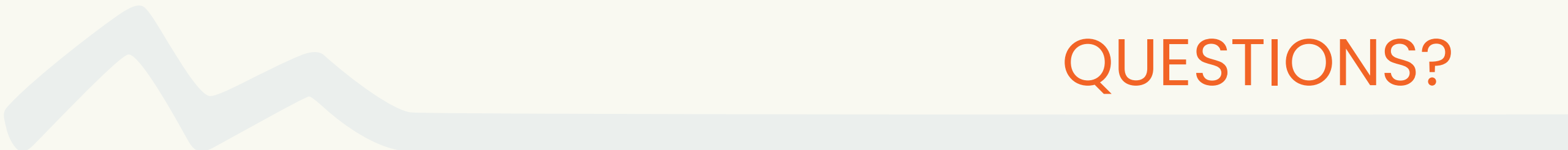
RFP Process

- Released March 19
- Closed April 16
 - Two proposals received
 - Interviews held May 12

Transportation Concepts

- Served Glendora since 2009
- Recent contract awarded 2017 with two 2-year extensions (all exercised)
- Last extension expired June 30





QUESTIONS?



STAFF REPORT

TO: Chair and Commissioners

DATE: July 16, 2026

FROM: Recreation and Human
Services

DISTRICT(S): Citywide

SUBJECT: Dirt Camp Update

RECOMMENDATION

That the Community Services Commission:

1. Receive and file the report.

STRATEGIC FOCUS AREAS

Not Applicable

EXECUTIVE SUMMARY

This report provides an update on the 2026 Dirt Camp program, including participation levels, operational highlights, program enhancements, and recommendations for the future seasons.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Not Applicable.

DISCUSSION

Dirt Camp is a seasonal outdoor recreation program designed for youth who have completed first grade through 6th grade, offering nature based activities, environmental education, and hands on exploration in a supervised outdoor setting. The program operates for eight weeks during the summer and is staffed by part-time seasonal recreation leaders.

This summer, Glendora's Dirt Camp celebrates its 75th anniversary, marking 75 years of serving generations of youth since its establishment in 1951. Originally known as Day Camp, the program later became Dirt Camp, then Camp Cahuilla, before returning to the Dirt Camp name in 2022. Throughout its history, the program has remained rooted in providing meaningful outdoor recreation, environmental education, and opportunities for youth to build confidence, friendships, and lifelong memories in the Big Dalton Canyon Wilderness Area.

For 75 years, Dirt Camp has remained one of the City's signature summer programs, offering traditions such as hiking, archery, arts and crafts, camp songs, skits, and exploration. As the program celebrates this milestone, staff recognizes the generations of campers, families, Counselors-in-Training, and staff who have contributed to its lasting success and will continue to strengthen the program for future generations.

Dirt Camp Registration

Dirt Camp registration transitioned to an in-person process taking place on Saturday, April 25 at Crowther Teen & Family Center. Upon arrival, registrants waited in line, received a number and a registration packet containing medical forms, emergency contact information, authorized pick-up forms, grade verification and acknowledgments of the newly implemented Behavioral Policy, Cell Phone Policy, and Parent Code of Conduct.

A total of 482 camp spaces were filled upon the completion of the one-day in-person registration. Thirteen registration stations were utilized, allowing for an efficient and organized registration process minimizing wait times. Those unable to attend the one-day registration have been able to register in-person at Crowther Teen & Family Center.

Fees

The registration fee for the 2026 season was \$150 per camper. Beginning next year, the fee structure will be updated to \$150 for Glendora residents and \$200 for non-residents.

Safety Enhancements

Several safety measures have been implemented to further enhance the safety of campers, Counselor's in Training (CITs), and staff throughout the summer.

Transportation - Previously, buses transporting campers from Transit Plaza to Big Dalton, departed for other routes during the day, and returned at the conclusion of camp for pick-up. To improve emergency preparedness, buses now remain on-site throughout the duration of the camp day. Bus drivers are provided with radios and communicate daily with camp staff, to ensure immediate transportation is available should an emergency evacuation become necessary.

Authorized Pick-Up Procedures - During registration, parents completed authorized pick-up forms and acknowledged that identification would be required during camper dismissal. Staff verify photo identification for every individual picking up a camper to ensure they are listed as an authorized pick-up person. Parents may update authorized pick-up information by contacting the Recreation office.

Cell Phone Policy - A No-Cell Phone policy has been implemented for campers, CITs, and staff during program hours. This policy promotes participant engagement, minimizes distractions, and allows campers to maintain their focus on activities and games intended at camp.

Behavioral Policy - A formal Behavioral Policy has also been implemented for campers and CITs. Staff supervise groups of approximately 10 to 12 campers and utilize the policy when behavioral concerns arise. If a camper receives a strike, the Dirt Camp Director immediately contacts the parent or guardian to discuss the incident and review expectations. Participants who accumulate three behavioral strikes are subject to dismissal from the program.

Friday Recreation Activities

In previous years, campers attended Glendora High School Pool on Friday afternoons. Due to the temporary closure of the pool for repairs, alternative Friday activities are provided for campers.

Each Friday, campers are transported from Dirt Camp to Finkbiner Park, where they participate in organized water games, dodgeball, capture the flag, and other large-group activities. Guest presenters also provide educational and interactive experiences throughout the summer. Participating organizations include Tidepool Encounters, SoCal Reptiles, San Gabriel Valley Mosquito and Vector Control District, Glendora Fire Department Station 151, Dinosaurs Rock, Glendora Police Department, and the U.S. Forest Service.

CIT Readiness Program

The CIT Readiness Program is a new offering designed for students entering 7th and 8th grades who are not eligible for either Dirt Camp or the CIT Program. The program is offered for three one-week sessions from 4:00 p.m. to 6:30 p.m. at Big Dalton Wilderness Area for a fee of \$70 per week.

Participants develop leadership skills through hikes, team-building activities, and discussions focused on the expectations and responsibilities of future Counselor's in Training.

Counselors in Training (CIT) Program

The Counselor's in Training (CIT) Program is a volunteer leadership program for students entering grades 9th through 12th that provides valuable work experience and leadership development.

Applicants are required to submit an application along with the signed Cell Phone Policy and Behavioral Policy. All applicants participated in an interview process modeled after a simple and generic job interview. Following the interviews, orientation was held where the Dirt Camp Director reviewed program expectations, safety procedures, policies, games, songs, and camper engagement techniques. The orientation also provides an opportunity for staff and CITs to build rapport before the start of the summer season.

CITs may volunteer for up to two weeks and may request additional weeks. Additional weeks are granted at the discretion of the Dirt Camp Director. Throughout the summer, staff complete weekly evaluations documenting each CIT's performance, leadership, communication, and overall contribution. These evaluations provide ongoing feedback for the CIT's during the summer.

FISCAL IMPACT

There are no fiscal impacts associated with the recommendation of this report.

ENVIRONMENTAL DETERMINATION

There is no CEQA impacts associated with the recommendations in this report.

Prepared By:	Jasmine Rosas, Recreation Coordinator
Concurs With:	Not Applicable
Reviewed By:	Annie Warner, Recreation and Human Services Director
Certified to Availability of Funds:	Not Applicable
Approved By:	Adam Raymond, City Manager
Legal Review:	Not Applicable
CEQA Review:	Not Applicable

Attachments

[Dirt_Camp.pdf](#)



DIRT CAMP UPDATE

RECREATION AND HUMAN SERVICES DEPARTMENT

COMMUNITY SERVICES COMMISSION

JULY 16, 2026

JASMINE ROSAS, RECREATION COORDINATOR





DIRT CAMP PROGRAM HISTORY

- Celebrating 75 years of dirt camp (1951–2026).
- Evolved from day camp to camp Cahuilla before returning to Dirt Camp in 2022.
- Providing generations of Glendora youth with outdoor recreation, environmental education, and leadership opportunities.
- Continuing cherished traditions including hiking, archery, arts and crafts, camp songs, and frog pond exploration.
- Preserving a long-standing community tradition while enhancing the program for future generations.





DIRT CAMP REGISTRATION

IN-PERSON

Saturday, April 25

- Registrants received a ticket
- Filled out an application packet which included:
 - Behavioral Policy
 - Cell Phone Policy
 - Parent Code of Conduct
- Total of thirteen registration stations.
- Total of 482 camp spaces were filled.

FEES

- FY 25/26: \$150 per camper
- FY 26/27: \$150 for Glendora residents & \$200 for non-residents

SAFETY ENHANCEMENTS

TRANSPORTATION SAFETY

- Buses remain on-site throughout the camp day.
- Bus drivers maintain daily radio communication with camp staff.
- Immediate transportation available in the event of an emergency evacuation.

AUTHORIZED PICK-UP PROCEDURES

- Parents completed authorized pick-up forms during registration.
- Photo identification required for all camper pick-ups.
- Staff verify each individual is listed as an authorized contact.
- Parents may update authorized contacts through the recreation office.

CELL PHONE POLICY

- No cell phone for campers, CITs, and staff during camp hours.
- Reduces distractions and encourages participation.
- Promotes engagement in camp activities and social interaction.

BEHAVIORAL POLICY

- Implemented for campers and CITs.
- Staff supervise groups of approximately 10–12 campers.
- Parents are contacted immediately when a strike is issued.
- Participants receiving three behavioral strikes are subject to dismissal from the program.



FRIDAY RECREATION ACTIVITIES

- Glendora High School Pool Closed
- Alternative Friday activities have been implemented for campers.
 - Water games
 - Dodgeball and capture the flag
 - Large-group team-building and recreational activities

GUEST PRESENTERS

- Tidepool Encounters
- Social Reptiles
- San Gabriel Valley Mosquito and Vector Control District
- Glendora Fire Department Station 151
- Dinosaurs Rock
- Glendora Police Department
- U.S. Forest Service



DIRT CAMP AFTER HOURS: CIT READINESS

- New program created for youth entering 7th and 8th grades.
- Bridges the gap between Dirt Camp and the CIT program.
- Offered in three one-week sessions at Big Dalton.
 - Meets 4:00 P.M. – 6:30 P.M.
 - Registration fee: \$70 per participant, per week.
- Focuses on developing leadership, teamwork, and communication skills.
- Activities include hikes, team-building exercises, and leadership discussions.
- Prepares participants for the expectations and responsibilities of becoming future counselors-in-training.

CIT PROGRAM

- Volunteer leadership program for students entering **9th–12th grade**.
- Provides leadership development, volunteer experience, and preparation for future employment.
- Applicants complete an application acknowledging the **cell phone policy** and **behavioral policy**.
- Candidates participate in a structured interview process
- Accepted CITs attend a mandatory orientation covering:
 - Program expectations and policies, safety procedures, camp games, songs, and activities, camper engagement techniques, and team building with staff prior to the summer season
- CITs may volunteer for **up to two weeks**, with additional weeks requiring director approval.
- Receive weekly performance evaluations focused on:
 - Leadership, communication, professionalism, camper engagement, and overall contribution to the program
- Evaluations provide constructive feedback and support leadership growth throughout the summer.