

MONROVIA COMMUNITY SERVICES COMMISSION AGENDA

Monroe Room, Community Center
119 West Palm Avenue, Monrovia, California 91016



Gloria Crudgington
Chair

Genia Mills
Vice-Chair

Tom Dittmar
Commissioner

Phil Lopez
Commissioner

Nancy Matthews
Commissioner

Brian Ulm
Commissioner

Jenny Wong
Commissioner

Welcome to the Monrovia Community Services Commission Meeting Tuesday, March 11, 2014, 7:00 P.M.

Thank you for participating in tonight's meeting. The Community Services Commission encourages public participation, and invites you to share your views on City business that falls within its purview.

MEETINGS: Regular Meetings of the Community Services Commission are held on the second Tuesday of each month at 7:00 P.M. in the Monroe Room, Community Center.

AGENDA PACKETS: A full Community Services Commission agenda packet with all backup information is available at the Community Center and on the City's website at www.cityofmonrovia.org.

CITIZEN PARTICIPATION: Your participation is welcomed and invited at all Community Services Commission meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Commission. The City requests that persons addressing the Community Services Commission refrain from making personal, slanderous, profane or disruptive remarks.

TO ADDRESS THE COMMUNITY SERVICES COMMISSION please complete a "Speaker Card" and provide it to the Commission Secretary along with any written materials you may wish the Commission Secretary to distribute to the Community Services Commission.

MATTERS NOT ON THE AGENDA should be presented during the time designated as "PUBLIC INPUT." By State law, the Community Services Commission may not discuss or vote on items not on the agenda.

MATTERS ON THE AGENDA: If you wish to address the Community Services Commission on a matter on the agenda, please wait until the Chair calls for public comment on that matter.

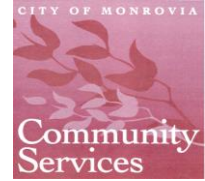
AGENDA ITEMS: The Agenda contains the regular order of business of the Community Services Commission. Items on the Agenda have generally been reviewed by the City Staff in advance of the meeting so that the Community Services Commission can be fully informed about a matter before making its decision.



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Community Services Department at 626.256.8246. Please notify the Community Services Department at least seventy-two hours prior to the meeting so that reasonable arrangements can be made to ensure accessibility. The Community Center is wheelchair accessible.



**CITY OF MONROVIA
COMMUNITY SERVICES COMMISSION
REGULAR MEETING AGENDA**



**Monrovia Community Center
119 W. Palm Avenue
Tuesday, March 11, 2014
7:00 PM**

CONVENE

Commission Chair Crudgington

PLEDGE OF ALLEGIANCE

Commissioner Dittmar

ROLL CALL

Commissioners Dittmar, Lopez, Matthews, Ulm, Wong, Vice Chair Mills and Chair Crudgington

PRESENTATIONS

None

CONSENT CALENDAR

All items listed on the Consent Calendar are considered routine by the Community Services Commission and will be enacted by one motion. There will be no separate discussion on these items unless a Commissioner or citizen so requests, in which case the item will be removed from the Consent Calendar and considered in its normal sequence. If you would like an item on the Consent Calendar discussed, simply advise the Community Services Commission Chair or a Commissioner.

CC-1 Unadopted Minutes of the February 11, 2014 Regular Meeting
Recommendation: Approve the Minutes of the February 11, 2014 Regular Meeting.

CC-2 Hillside Wilderness Preserve Patrol Update for February 1, 2014 to February 28, 2014
Recommendation: Accept the Hillside Wilderness Preserve Patrol Update for February 1 through February 28, 2014.

YOUTH COMMISSION Diana Hernandez – A freshman at Monrovia High School

PUBLIC INPUT

At this time citizens who wish to speak on any City business items not on the Agenda should approach the podium on a first come, first serve basis. Please state your name for the record. By State Law, the Community Services Commission may not discuss or vote on items not on the Agenda.

AR-1 Award of Contract to R.C. Systems, Inc. in the amount of \$18,502.50 for the Purchase of RecPro Software

Objective: The purpose of this report is to request that Community Services Commission recommend to City Council an award of contract to R.C. Systems for the purchase of RecPro Software in the amount of \$18,502.50.

Presenter: Lisa Hansberger, Recreation Supervisor

Options: The Community Services Commission has the following options to consider:

1. Recommend City Council approve the contract with R.C. Systems, Inc. for the purchase of RecPro Software in the amount of \$18,502.50
2. Recommend that city Council reject the contract with R.C. Systems, Inc. and direct Staff to explore other options.

Recommendation(s): Staff recommends the Community Services Commission move to approve option number one, as outlined in the report.

Commission Action Required: If the Community Services Commission concurs, the appropriate action would be a motion to: Approve option number one, as outlined in this report.

AR-2 Julian Fisher Park Playground Design Recommendations

Objective: Through a grant received from Los Angeles Country Regional Park and Open Space District Excess Funds – Cities Grant Program, request the Community Services Commission recommend the City Council approve the purchase for play equipment at Julian Fisher Park.

Presenter: Carl Hassel, Director Public Works

Options:

1. Accept the Commission's Park Play Equipment Selection Committee's recommendation and make a motion to recommend the City Council approve the purchase of Playworld System's play equipment as designed by Dave Bang Associates, Inc., for Julian Fisher Park
2. Reject the recommendation and direct Staff to pursue new vendor proposals. As stated earlier in this report, eight (8) vendors participated in the RFP process. Each vendor was given three (3) weeks to provide a proposal to the City. Pursuing this option would delay the project completion in July and possibly delay grant funding, as well.

Recommendation(s): Staff recommends the Community Services Commission move to approve option number one, accept the request of the Community Services Commission to make a recommendation to the City Council to approve the purchase of play equipment for Julian Fisher Park in the amount of \$108,562.23 from Dave Bang Associates, Inc., 1885 N. Main Street, Orange, CA 92865, as outlined in this report.

Commission Action Required: If the Community Services Commission concurs, the appropriate action would be a motion to recommend to City Council the purchase of play

equipment from Dave Bang Associates, Inc., in the amount of \$108,562.23 for Julian Fisher Park.

AR-3 2012-13 Urban Parks Rental Fee and Revenue Analysis

Objective: To present the Community Services Commission with the 2012-13 Urban Parks Rental Fee and Revenue Analysis.

Presenter: Memo Chavez, Assistant Recreation Coordinator

Options:

1. Increase the Bandshell fee to \$90 and Gazebo fee to \$75.
2. Direct Staff to maintain all existing urban park fees.
3. Direct Staff to explore other options.

Recommendation(s): Staff recommends the Community Services Commission move to approve option number one; increase the Bandshell fee to \$90 and Gazebo free to \$75, as outlined in this report.

Commission Action Required: If the Community Services Commission concurs, the appropriate action would be a motion to: Approve option number one, as outlined in this report.

DIVISION MANAGERS REPORTS

1. Carl Hassel, Director Public Works – Verbal Update on Mudflow Situation
2. Mark Carney, Infrastructure Division Manager – Verbal Update
3. Kerri Zessau, Acting Recreation Division Manager – Verbal Update

COMMISSION LIAISON REPORTS

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| 1. | Commissioner Crudginton | Monrovia Historic Preservation Group, Providers Network, Santa Anita Family Services, Art in Public Places |
| 2. | Commissioner Dittmar | Urban Parks |
| 3. | Commissioner Lopez | Canyon Park Volunteers |
| 4. | Commissioner Matthews | Monrovia Community Coordinating Council (MCCC)
California Association of Park and Recreation Board and Commission Members (CAPRBCM) |
| 5. | Commissioner Mills | Monrovia Area Partnership (MAP), Community Emergency Response Team (CERT) |
| 6. | Commissioner Ulm | Community Media of the Foothills, Historical Museum |
| 7. | Commissioner Wong | MOTAB |

NEXT SCHEDULED MEETING

The next Regular Meeting of the Monrovia Community Services Commission is scheduled for Tuesday, April 8, 2014 in the Monroe Room at the Community Center, 119 W. Palm Ave., Monrovia, CA.

ADJOURNMENT

FUTURE DATES

For additional information please visit the Monrovia Community Coordinating Council blog at:
www.TheNeighborhoodFix.blogspot.com