

**MINUTES OF THE JOINT MEETING OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
HELD TUESDAY, JANUARY 14, 2014**

CONVENE: Chair Crudgington convened the Regular Meeting of the Community Services Commission on Tuesday, January 14, 2014 at 7:00 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance; Acting Recreation Division Manager Kerri Zessau, Acting Library Division Manager Linda Granicy, Director of Public Works Carl Hassel, Infrastructure Division Manager Public Works Mark Carney; Recreation Supervisor Lisa Hansberger; Senior Park Ranger Hector Inzunza, Assistant Recreation Coordinator Rebecca Romero and Administrative Secretary Tina Wells.

PLEDGE OF ALLEGIANCE: Commissioner Ulm led the Flag Salute.

ROLL CALL: In attendance; Commissioners Dittmar, Lopez, Matthews, Mills, Ulm, Wong and Chair Crudgington.

PRESENTATIONS: Kerri Zessau, Acting Recreation Division Manager provided a brief overview of Sunshine Company, the city's therapeutic recreation program for high and low functioning adults. . A video presentation of the groups' activities was shown.

CONSENT CALENDAR: It was moved by Commissioner Ulm and seconded by Commissioner Dittmar to accept the consent calendar consisting of CC-1 and CC-2. There were no objections and the motion was unanimously approved.

CC-1 Unadopted Minutes of the December 10, 2013 Regular Meeting

CC-2 Hillside Wilderness Preserve Patrol Update for December 1 through December 31, 2013

YOUTH COMMISSION REPORT: Diana Hernandez a freshman at Monrovia High School provided an update on current and upcoming Youth Commission programs and events.

PUBLIC INPUT: Karen Suarez, Monrovia: spoke regarding the possibility of placing Blue Bird boxes in the designated areas of the city's parks for the purposes of nesting and preserving the Blue Bird.

ADMINISTRATIVE REPORTS:

AR-1 Mary Wilcox Youth Center Annual Report and Facility Lease Agreement – Kerri Zessau, Acting Recreation Division Manager spoke on the recommendation to enter into a lease agreement with the Santa Anita Family YMCA and the Boys and Girls Club of the Foothills. The City is recommending a lease agreement with the Santa Anita Family YMCA and the Boys and Girls Club of the Foothills for the purposes of offering programming for at risk youth, provide financial sustainability, comply with insurance requirements and coordinate with the city to allow city programs at the facility (ex: Youth Sports Basketball, Summer Extravaganza and Monrovia Area Partnership.)

Staff worked with the City Attorney and developed terms and conditions for the lease agreements including sustainability, insurance, maintenance and operational costs. Staff plans to meet monthly with the agencies to evaluate the effectiveness of the partnership and update the master calendar as needed.

Public Comment:

John Wilson, Executive Director of the Boys and Girls Club of the Foothills

Samantha Redardi – Participant

Karen MacNair – Executive Director of the Santa Anita Family YMCA

After discussion, it was moved by Commissioner Ulm and seconded by Commissioner Dittmar to recommend to City Council option number one; enter into lease agreements with the Santa Anita Family YMCA and the Boys and Girls Club of the Foothills. There were no objections and the motion was unanimously approved.

AR-2 2013 Holiday Events Evaluation – Lisa Hansberger, Recreation Supervisor; The Tree Lighting Ceremony and Holiday Parade were held on Thursday, December 5. There were 112 parade entries and a total of seven awards were given. The Holiday Home Decorating Contest was held on Monday, December 16 and boasted 13 categories. The winners of the contest were recognized on Tuesday, December 17 at the City Council meeting. The addresses of all the homes entered were included on a self-guided Holiday Home Decorating Tour map. All three events are unbudgeted.

After discussion, it was moved by Commissioner Dittmar and seconded by Commissioner Matthews to accept option number one; approve the recommendations as outlined in this report.

AR-3 Community Center Revenue and Fee Analysis - Rebecca Romero, Assistant Recreation Coordinator reported there are nine rooms available for rent. Fees are reviewed by Staff on an annual basis to ensure quality services to the public and ensure fiscal responsibility. Overall the loss of regularly occurring church rentals affected 2012-13 fiscal year revenue, as did budget restrictions and limited funds to upgrade facility amenities. Community Center room rental revenue decreased from \$70,258 in 2011-12 to \$54,678 in 2012-13. However, overall rental revenue exceeded the \$50,000 rental revenue goal.

After discussion, it was moved by Commissioner Mills and seconded by Commissioner Wong to accept option number one; maintain all existing Community Center rental fees. Approve the recommendations as outlined in this report. There were no objections and the motion was unanimously approved.

DIVISION MANAGERS REPORT'S:

Mark Carney, Infrastructure Division Manager

- Introduced new Public Works Director – Carl Hassel
- The County has completed work on the debris wall at Highland – the wall will remain in the area for the next five Years and area remains closed per the fire department.
- Gold Line update - California Avenue opened last night (Monday, January 13). Next Monday, January 20 Myrtle Avenue will close for four months.
- Playground equipment purchased from a school that closed has been picked up and is being stored at the well site.

Kerri Zessau, Acting Recreation Division Manager

- HWP update – Sleepy Hollow access point opened last summer, and the Ridgeside access point opened two weeks ago.
- Met earlier today with the City Attorney and appraiser to purchase property in the Cloverleaf area.
- KPCC has named Canyon Park one of the 15 places to visit in Southern California.
- State of the City is February 10, Social hour at 6pm and 7pm for the address.
- Mid year budget review. The Community Services Commission will receive an update next month.
- Monrovia won a grant in the amount of \$25, 000 from the Conference of Mayors to fight childhood obesity.
- Fire and Police Department recently each donated a used vehicle to Community Services/ Canyon Park.
- Provided an overview of concerns regarding the Community Services brochure and Monrovia Today.
- Chair Crudgington will be the liaison for Art in Public Places.

COMMISSION LIAISON REPORTS:

CSC LR-1 Chair Crudgington – Provided an update on the Julian Fisher Park sub-committee and the meetings with proposed playground equipment vendors. Commissioner Mills and Staff have met with the family members to discuss findings of last week's presentations. The sub-committee will meet again on February 6 • An open house is planned for February 22 (tentative date). • Working on the Mother's Day tour, and a free giveaway map highlighting all the all of the City's landmarks. • Monrovia Providers Group is a non-profit composed of businesses

that provide services to the community's seniors. The group raises money for senior grants/services. The Saturday prior to Christmas the group held a special event for approximately 130 seniors. Councilmember Shevlin was instrumental in coordinating a meeting with the deputies of Supervisor Antonovich's office to discuss grants.

CSC LR-2 Commissioner Lopez – Canyon Park volunteers met in January and held their annual Holiday Potluck and volunteer recognition.

CSC LR-3 Vice Chair Mills – Monrovia Area Partnership (MAP); the quarterly meeting is this Saturday at 11:00am in the Community Room at Monrovia Public Library, will speak on Julian Fisher Park. • Sherman movie night was a huge success. As we move into the summer weather, more movie nights are planned. Information was provided on home improvement grants and security. Home improvement grants are being offered to residents in the MAP area, and are geared to mid-level income family homes. The grants are offered to mitigate code enforcement and repair issues.

CSC LR-4 Commissioner Dittmar – Spoke regarding the selection process of playground equipment/vendors and the Julian Fisher Park sub-committee.

CSC LR-5 Commissioner Matthews – Monrovia Community Coordinating Council - next meeting is Monday, February 3. • California Park and Recreation Boards and Commission Members (CPRBCM) ~ This year's conference will be held in Ontario. The banquet is planned for Thursday evening March 6, reservation deadline is February 21. • In our region we are part of District 13 of CPRS, have submitted information for the newsletter on April's retirement and information from the city's PIO. A hard copy was provided for review. • CPRS also holds an annual event specifically geared to City Managers and Superintendants, the event is held in Duarte. This year's event topic is, Why Closing the Achievement Gap is Good Medicine.

CSC LR-6 Commissioner Ulm – No report.

CSC LR-7 Commissioner Wong - MOTAB looking for music sponsors for the Wednesday evening events. • New Year's event was very successful with approximately 10,000 attendees.

NEXT SCHEDULED MEETING: The next meeting of the Monrovia Community Service Commission is scheduled for Tuesday, February 11, 2014 at 7:00 p.m. Monroe Room, 119 West Palm Avenue, Monrovia, California.

ADJOURNMENT: The regular meeting of the Community Services Commission was adjourned at 8:40pm.