

**MINUTES OF THE
JOINT MEETING OF THE MONROVIA COMMUNITY SERVICES COMMISSION
AND WILDERNESS PRESERVE FOUNDATION
HELD TUESDAY, JANUARY 13, 2015**

CONVENE: Chair Mills convened the Regular Meeting of the Community Services Commission on Tuesday, January 13, 2015 at 7:00 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance: Community Services Director/Interim Public Works Director Tina Cherry, Acting Recreation Division Manager Kerri Zessau, Recreation Supervisor Lisa Hansberger, Administrative Secretary Tina Wells, Park Naturalist Eugene Suk, Assistant Recreation Coordinator Rebecca Romero, and Acting Library Division Manager Linda Granicy.

PLEDGE OF ALLEGIANCE: Commissioner Crudgington led the Flag Salute.

ROLL CALL: In attendance: Commissioners Crudgington, Dittmar, Yuille, Ulm, Vice-Chair Matthews, and Chair Mills. Commissioner Wong – Absent/Excused.

CONSENT CALENDAR: It was moved by Vice-Chair Matthews and seconded by Commissioner Yuille to accept the consent calendar consisting of CC-1, CC-2, and CC-3. There were no objections, and the motion was unanimously approved.

CC-1 Unadopted Minutes of the December 9, 2014 Regular Meeting

CC-2 Division Manager's Report for December 2014

CC-3 Hillside Wilderness Preserve Patrol Updates for December 1 through December 31, 2014

YOUTH COMMISSION REPORT: Jackie Villalvazo, a freshman at Monrovia High School provided an update on current and upcoming Youth Commission events.

PUBLIC INPUT: None

ADMINISTRATIVE REPORTS:

AR-1 2014 Holiday Events Evaluation: Lisa Hansberger, Recreation Supervisor reported; the Tree Lighting Ceremony was held on Thursday December 4 at 6:00 p.m. There were approximately 220 spectators in attendance. The Holiday Parade followed the Tree Lighting Ceremony at 7:00 p.m., and is sponsored by the Monrovia Old Town Advisory Board (MOTAB). There were 105 Parade entries including the Grand Marshals and Monrovia residents, Joanne and Jim Spring. This year's theme was "Home for the Holidays". Parade attendance remained fairly consistent, with a total of 6,565 spectators, compared to the 2013 total of 6,398. There were 26 entries in the Holiday Home Decorating Contest, a decline from the previous year's total of 36. Staff attributed the decline to the inclement weather that limited participant's time to decorate their homes.

After discussion, it was moved by Commissioner Crudgington and seconded by Commissioner Dittmar to receive and file AR-1 2014 Holiday Events Evaluation. There were no objections and the motion was unanimously approved.

AR-2 2013-14 Community Center Revenue and Fee Analysis: Rebecca Romero, Assistant Recreation Coordinator reported the Community Center is open Monday through Thursday from 8:00 a.m. to 9:00 p.m., Fridays from 8:00 a.m. to 5:00 p.m. and Saturdays and Sundays for rentals. Nine rooms are available to rent for activities including; birthday parties, anniversaries, church related activities, business meetings and receptions. Community Center fees are reviewed on an annual basis to ensure quality service to the public and fiscal responsibility. Similar facilities in surrounding communities are surveyed to maintain competitively priced rental fees. Staff found while conducting the survey that rooms comparable to the Multi-Purpose Room rent from \$35-\$50 per hour. Staff recommends increasing the hourly rate for the Multi-Purpose Room from \$25 to \$30 per hour, and for Priority II renters, from \$15 to \$23 per hour, which is an estimated 25 percent discount.

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Marketing strategies used in 2013-14 to promote Community Center rentals included; rental information highlighted in the Monrovia Today which is mailed four times per year to over 17,500 homes and businesses in Monrovia. • Staff attended two Monrovia Chamber Showcases to advertise rental opportunities. • The Community Center lobby monitor displayed a selection of facility rental slides which included images from previous events and rental information.

After discussion, it was moved by Commissioner Dittmar and seconded by Commissioner Ulm to accept and recommend to City Council option number one; increase the hourly rate for the Multi-Purpose Room from \$25 per hour to \$30 per hour, and for Priority II rentals from \$15 per hour to \$23 per hour as outlined in the report. There were no objections and the motion was unanimously approved.

**CONVENE MONROVIA
WILDERNESS PRESERVE FOUNDATION, INC. (WPF)
WITHOUT ADJOURNING THE COMMUNITY SERVICES COMMISSION MEETING**

WPF CONVENE: President Mills convened the meeting of the Wilderness Preserve Foundation without adjourning the Community Services Commission Meeting.

WPF ROLL CALL: In attendance: Boardmembers Cherry, Crudginton, Dittmar, Shevlin, Ulm, Yuille, Vice President Matthews and President Mills. Boardmember Wong – Absent/Excused.

WPF CONSENT CALENDAR:

WPF CC-1 Minutes of the November 15, 2014 Special Meeting/Study Session of the Wilderness Preserve Foundation, Inc.

WPF CC-1 was pulled from the Consent Calendar. The minutes were inadvertently omitted from the electronic version of the packet. President Mills recommended that the minutes be brought back to the February meeting for approval to allow the Boardmembers sufficient time for review.

It was moved by President Mills and seconded by Vice President Matthews to bring back WPF CC-1 to the February meeting. There were no objections, and the motion was unanimously approved.

WPF ADMINISTRATIVE REPORT: Boardmember Cherry provided a follow up to the November 15, 2014 Study Session. • Thanked the Boardmembers for their participation in the Study Session. The question is where do we go from here? Does the Foundation want to expand its purpose? Does the Foundation want to amend its members? Staff recommends creating an ad hoc committee to develop work plans, return to the Foundation Board, and report on the findings/recommendations.

WPF PUBLIC INPUT: None

WPF ADJOURNMENT:

**RECONVENE MONROVIA
COMMUNITY SERVICES COMMISSION MEETING**

DIRECTOR'S REPORT: Tina Cherry, Community Services Director/Interim Public Works Director provided the following updates;

Welcomed the Community Services Commission, and wished everyone a Happy New Year. • Excited about 2015. The Mayor's State of the City address is scheduled for February 9, at the Krikorian Theater. Social hour beings at 6:00 p.m., and program begins at 7:00 p.m. ~ invitations to follow. • The City has opted in to participate in the Homeless Point in Time count on Tuesday, January 27. The count is intended to identify the unsheltered. There is a plotted out area where outreach will be conducted. The count will help to identify the areas with the greatest

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need, and will provide information for the assignment of funding. • The Teen Providers Group will meet tomorrow, January 14 at the Community Center at 5:00 p.m. The group is already sharing a lot of good information. This week the Girl Scouts, the Youth Employment Coordinator from Santa Anita Family Services, a representative from the Monrovia Unified School District, and Pastor Tate, and his group have all joined the Teen Providers. • The Mayor's Youth Summit will be held Saturday, September 19, the teens selected that date. This will allow the summit to be the launching point for the MAP Youth Academy, which will be a yearlong program this year. • Public Works - just received a grant to install a Cal Sense system at Grand Avenue Park. • City Council appropriated funds for tree trimming services to be performed by West Coast Arborists. This will allow for all the trees to be trimmed and get caught up with the tree trimming cycle. • A landscape contractor has been hired to maintain the Huntington Drive center median from Fifth Avenue to Mountain Avenue, allowing Public Works staff to dedicate more time to the City's Parks ~ Public Works staff had maintained the medians for approximately the last six years.

DIVISION MANAGER'S REPORT: Kerri Zessau, Acting Recreation Division Manager provided the following updates; wished everyone a Happy New Year, and thanked Community Services Director, Tina Cherry for her leadership, and facilitating enhanced communication between Public Works and Community Services. • Sunshine Company hosted their second annual holiday program on Friday, December 12 ~ they presented a mini play ~ *How the Grinch Stole Christmas*. • On December 19, the City Council honored former Mayor Bob Bartlett with the naming of a street (close to his childhood home) in his honor. Mr. Bartlett is known as Mr. Monrovia. • The annual Youth Sports Awards Ceremony was held on Thursday, December 18. Thanked Mayor Pro Tem Shevlin for attending the ceremony. The program highlights sportsmanship, attendance, Scholar Athletes, and Rookies of the Year. The speaker was Ken Drane, Athletic Director at Rio Hondo Preparatory School. • Thanked the Commissioners for participating in the Holiday Home Decorating Contest. • The Senior holiday lunch was held Thursday, December 18 from 11:00 a.m. to 2:00 p.m.; over 45 seniors were in attendance. The Caring Crafters held their holiday boutique; revenue generated from the sale was reinvested to purchase more materials to make baby caps, and scarves for donation to the Foothill Unity Center. • Introduction of the 2015 Senior Club Presidents ~ Amelia Odell, the New Horizons President, and Corral Stoval the Gad A Bouts/Red Renagators President. Rebecca Romero, Assistant Recreation Coordinator will attend the City Council meeting on Tuesday, January 20, to introduce the newly installed Senior Club Presidents. • On Wednesday, December 17, the Holiday Volunteer Luncheon was held. Twenty volunteers were honored for their generous donation of time. • Thank you to Mayor ProTem Shevlin for providing Ranger Suk with a resource for parts, and repairs for the electric bikes used at Canyon Park and Hillside Wilderness Preserve. • Thank you to Vice-Chair Matthews for her assistance in including Monrovia Canyon Park, and the Hillside Wilderness Preserve in Cal State Long Beach's intern options. Ranger Suk has been in talks with Mt. Sac and Citrus College for an intern program as well. • Community Services has been asked to take a prominent role in the planning and implementation of the MAP Conference which will be held on April 25 at the Community Center. • Parks Division Supervisor Rich Paez wanted the Commissioners to know that a few of the urban parks have received recycled picnic tables. They are ADA compliant and were funded with the City County Payment Program. • Karen Suarez has posted locations of each of the seven blue bird houses. Updates will come to Commission. • The Commission expressed an interest in helping staff bring in new partners. • Lisa Hansberger is working with our vendor on a postcard program as an advertising tool. • Inquired if everyone received their Monrovia Today/Brochure

COMMISSION LIAISON REPORTS:

CSC LR-1 Commissioner Crudgington – MOPEHG is planning for the 2015 Mother's Day Home Tour. Santa Anita Family Services is having their first meeting of the advisory committee for the returning military and their families. Representatives from the VFW and American Legion will be present.

CSC LR-2 Commissioner Dittmar – The Committee for Art in Public Places was cancelled, a meeting is planned for March. • Has some ideas regarding urban park and Library site that will be discussed with the Director of Community Services/Interim Director of Public Works.

CSC LR-3 Vice-Chair Matthews – The last program of the Monrovia Community Coordinating Council was presented by Park Intern, Eugene Suk and Park Ranger, Marlene Jimenez, the next meeting is February 2. • The CAPRCBM training date has not yet been set ~ location will be Rancho Cucamonga.

CSC LR-4 Chair Mills – The MAP Leader New Year's Party (meeting) will be held this weekend, Saturday, January 17. The program will take place from 11:00 a.m. to 1:00 p.m. in the Library Community Room, and will focus on setting out goals and objectives. The conference is scheduled for April – details to follow.

CSC LR-5 Commissioner Ulm – No report.

CSC LR-6 Commissioner Wong – Absent/Excused. Recreation Supervisor, Lisa Hansberger provided an update on behalf of Commissioner Wong ~ the New Year's Eve celebration on Myrtle Avenue was well attended. Calvary Chapel gave a brief presentation ~ they are interested in purchasing the 4th Dimension property for their new home.

CSC LR-7 Commissioner Yuille – Interfaith Council of Monrovia – held an impromptu event based on a national event "Selma Hand in Hand". The outcome was amazing, 47 people attended. The Interfaith Council meets the third Friday of every month from 8:00 a.m. to 9:00 a.m. This month's meeting is at the United Methodist Church. • February is Black history month ~ the Monrovia Duarte Black Alumni Association, in collaboration with the Monrovia Unified School District will bring the New Buffalo Soldiers to Monrovia High School, the week of February 23 (exact date not yet known) and provide a history lesson. • Based on the concept of Monrovia Reads, readers during the month of February will go to the schools to read a book on black history. A fundraiser luncheon will be held on Sunday, February 22

NEXT SCHEDULED MEETING: The next meeting of the Monrovia Community Service Commission is scheduled for Tuesday, February 10, 2015 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 8:23 p.m.