

**MINUTES OF THE
SPECIAL MEETING OF THE MONROVIA COMMUNITY SERVICES COMMISSION
AND MONROVIA LIBRARY BOARD
HELD MONDAY, MARCH 9, 2015**

CONVENE: Vice-Chair Matthews convened the Special Meeting of the Community Services Commission and Monrovia Library Board on Monday, March 9, 2015 at 6:30 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance: Community Services Director/Public Works Director Tina Cherry, City Manager Oliver Chi, Monrovia Fire Chief Chris Donovan, Acting Field Division Manager Niles Boyer, Library & Recreation Division Manager Kerri Zessau, Recreation Supervisor Lisa Hansberger, Administrative Secretary Tina Wells, Park Naturalist Eugene Suk, Assistant Recreation Coordinator Rebecca Romero, Assistant Recreation Coordinator Memo Chavez, Senior Librarian Linda Granicy, Librarian II Carol Kampe, Parks Supervisor Richard Paez.

PLEDGE OF ALLEGIANCE: Commissioner Dittmar led the Flag Salute.

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

Library Boardmembers: Carlson, Morgan, Vice President Harvis, President Radford. Boardmember Wall Absent/Excused.

CONSENT CALENDAR: It was moved by Commissioner Crudginton, and seconded by Commissioner Dittmar to accept the consent calendar consisting of CC-1 and CC-2. CC-3 was pulled for discussion. There were no objections, and the motion was unanimously approved.

CC-1 Unadopted Minutes of the February 10, 2015 Regular Meeting

CC-2 Hillside Wilderness Preserve Patrol Updates for February 1 – 28, 2015

CC-3 Public Works Division Managers Report for March 2015

YOUTH COMMISSION REPORT: Aranza Osorio, a senior at Monrovia High School provided an update on current and upcoming Youth Commission events.

PUBLIC INPUT: None

PRESENTATION: City Manager Oliver Chi, provided an overview of the City's reorganization plan and operational adjustments.

ADJOURNMENT OF THE SPECIAL MEETING OF THE MONROVIA COMMUNITY SERVICES COMMISSION AND THE MONROVIA LIBRARY BOARD: It was moved by Commissioner Dittmar and seconded by Commissioner Crudginton to adjourn the joint meeting of the Monrovia Community Services Commission and the Monrovia Library Board at 7:54 p.m. There were no objections, and the motion was unanimously approved.

The Community Services Commission meeting was convened at 8:09 p.m.

ADMINISTRATIVE REPORTS:

AR-1 2013-14 Urban Park Revenue and Fee Analysis: Assistant Recreation Coordinator, Memo Chavez reported; there are six urban parks in Monrovia; Grand Avenue Park, Library Park, Julian D. Fisher Park, Recreation Park, Rotary Park and Lucinda Garcia Park (formerly Olive Avenue Park). Of the six parks, three are not rented (Rotary Park, Lucinda Garcia Park and Grand Avenue Park) due to limited park space, accessibility and limited parking. The surroundings, amenities and accessibility make Library Park, Recreation Park and Julian D. Fisher Park desirable rental venues for family reunions, baby showers, birthday parties, and sporting events.

CC-1

Staff recommends an increase in the security deposit from \$75 to \$100; increase the park quadrant Priority I fee from \$150 to \$175, and the Priority II fee from \$113 to \$131.

After discussion, it was moved by Commissioner Crudgington and seconded by Commissioner Wong to accept and recommend to City Council option number two; increase the security deposit from \$75 to \$100, and increase the quadrant Priority I fee from \$150 to \$175, and the Priority II fee from \$113 to \$131. There were no objections and the motion was unanimously approved.

AR-2 2013-14 Canyon Park Vehicle Revenue and Fee Analysis: Park Naturalist, Eugene Suk reported; there are two vehicle admission options: visitors of the park can purchase a \$5 daily weekday/\$6 weekend and holiday parking pass, or an annual pass for \$60 (good for one year from date of purchase). Staff surveys the fees each year to ensure competitively priced services and to ensure fiscal responsibility. Vehicle pass revenue has increased from \$114,947 in 2012-13 to \$125,102 in 2013-14. Staff recommends an increase to the bus fee from \$15 to \$20, and an increase to the annual pass from \$60 to \$65.

After discussion, it was moved by Commissioner Dittmar and seconded by Commissioner Wong to accept and recommend to City Council option number two, increase the bus fee from \$15 to \$20, and the annual pass from \$60 to \$65. There were no objections and the motion was unanimously approved.

DIRECTOR'S REPORT: Community Services Director/ Public Works Director Tina Cherry, provided the following updates; The Library Park Water Well roof ridge tiles have been located in Illinois, and have been received in good condition. Jim Wigton and other members of the Old House Preservation Group will install the tiles Saturday, March 14. The work should be completed by Sunday or Monday. • Cloverleaf access point, working to obtain the final access, staff met with the property owners. • A calendar with upcoming events has been included in your Agenda. • Monrovia Days ~ Center Stage is again planning on an event/fundraiser on Saturday, May 16. Staff is working on developing a more unified voice for the different players. Held a couple of meetings on how to collaboratively work together. Excited to have met with Pam Fitzpatrick on how to get something moving involving MOTAB. • CPRS will hold their annual award and installations banquet on Thursday, March 26 at 5:30 p.m. in Diamond Bar. Preparing a top secret nomination for an award at this event.

DIVISION MANAGER'S REPORT: Library & Recreation Division Manager, Kerri Zessau, provided the following updates; Exciting things are happening both in Recreation and the Library. Monthly movie night, sponsored by the Friends of the Monrovia Public Library is March 16 • The Teen Advisory Board proclaimed Teen Tech week (March 9 – 14) at the last City Council meeting. • March is Women's History and Heritage Month ~ Give These Women a Hand. • Library Staff has been working diligently to offer the Barks and Books program for kindergarten through 5th grade. This program gives children the opportunity to read books aloud in a friendly, relaxed environment. • Distributed the final draft of the Community Services postcard. This postcard was developed at the suggestion of the Community Services Commission to assist in advertising the department programs. • Staff will prepare a proposal to request funding from Art in Public Places for the mural in the children's area of the Library and replacement of Samson the Bear at Canyon Park. •The Monrovia Today/Activity guide has combined both the Library and Recreation programs. • Senior program update – Staff is accepting nominations for the Older American of the Year Award. • Staff has been invited to attend the Cal State Long Beach Job and Internship Fair held in March. • Fountain to the Falls registration has begun. As of today 64 participants have registered. Transition of passports from the City Clerk's office to the Community Center began today.

COMMISSION LIAISON REPORTS:

CSC LR-1 Commissioner Crudgington – Monrovia Historic Preservation Group is gearing up for Mother's Day, and plan to use the Youth Commissioners as junior docents. • As part of Monrovia Days, Jim Wigton along with Pam Fitzpatrick is working on a walking tour of the Old Town. • Dan Ryan (member of the Historic Preservation Group), has offered to complete an application, that could qualify the City for \$40,000 in matching funds toward the cost of a Mansionisation survey. • Hillside Wilderness Preserve (HWP) ~ requested that Staff place on the agenda a report on how the tax money from the measures is being utilized. • Santa Anita Family Services is fully funded for returning veteran's and their families.

CSC LR-2 Commissioner Dittmar – In the process of reviewing information on Library Park.

CSC LR-3 Vice-Chair Matthews – The next Monrovia Community Coordinating Council meeting is April 6. • Leaving tomorrow morning for the CAPRCBM conference. A rally is planned, and is expected to draw 2,000 to 3,000 participants to the steps of the capital in Sacramento.

CSC LR-4 Chair Mills – Absent/Excused.

CSC LR-5 Commissioner Ulm – Absent/Excused.

CSC LR-6 Commissioner Wong – No report.

CSC LR-7 Commissioner Yuille – Absent/Excused.

ITEMS PULLED FROM THE CONSENT CALENDAR: CC-3 Acting Field Division Manager's Report – Public Works for March 2015 was pulled for discussion.

After discussion, it was moved by Commissioner Crudginton and seconded by Commissioner Wong to accept CC-3 Acting Field Division Manager's – Public Works Report for March 2015. There were no objections and the motion was unanimously approved.

NEXT SCHEDULED MEETING: The next meeting of the Monrovia Community Service Commission is scheduled for Monday, April 13, 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 9:10 p.m.

CC-1