

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
AND WILDERNESS PRESERVE FOUNDATION
HELD TUESDAY, JANUARY 12, 2016**

CONVENE: Chair Matthews convened the Regular Meeting of the Community Services Commission on Tuesday, January 12, 2016 at 7:05 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance: Public Services Director Tina Cherry, Senior Recreation Supervisor Kerri Zessau, Senior Recreation Supervisor Lisa Hansberger, Recreation Supervisor Rebecca Romero, Senior Administrative Assistant Tina Wells, Field Services Manager Niles Boyer, and Hillside Wilderness Preserve Supervisor Eugene Suk.

PLEDGE OF ALLEGIANCE: Commissioner Dittmar led the Flag Salute.

PRESENTATIONS: None

ROLL CALL: In attendance: Commissioners Dittmar, Hirsch, Mills, Ulm, Wong, Vice-Chair Yuille, and Chair Matthews.

CONSENT CALENDAR: It was moved by Commissioner Wong, and seconded by Commissioner Mills to accept the consent calendar consisting of CC-1, CC-2, and CC-3. CC-4 was pulled for clarification. There were no objections, and the motion was unanimously approved.

CC-1 Unadopted Minutes of the December 8, 2015 Regular Meeting
CC-2 Hillside Wilderness Preserve Patrol Updates for December 1-31, 2015.
CC-3 2015 Holiday Events Evaluation
CC-4 2014-15 Monrovia Community Center Revenue and Fee Analysis

ITEM(S) PULLED FROM CONSENT CALENDAR, IF NEEDED:

CC-4 was pulled for clarification. It was moved by Commissioner Dittmar, and seconded by Commissioner Ulm to accept CC-4. There were no objections, and the motion was unanimously approved.

YOUTH COMMISSION REPORT: Diana Hernandez, Vice President of the Youth Commission Board provided an update on current and upcoming activities.

PUBLIC INPUT:

ADMINISTRATIVE REPORTS:

AR-1 2014-15 Contract Class Evaluation: Lisa Hansberger, Senior Recreation Supervisor presented a PowerPoint along with an overview of the 2014-15 Contract Class Enrollment and Revenue. Public Services has provided Contract Classes for 25 years. Contract Class revenue increased in 2014-15 to \$109,342, compared to revenue received in 2013-14 of \$100,449.

After discussion, it was moved by Commissioner Yuille and seconded by Commissioner Wong to receive and file the 2014-15 Contract Class Evaluation. There were no objections, and the motion was unanimously approved.

SUB-COMMITTEE REPORTS

SCR-1 Potential Smoking Ban at Public Parks – Nancy Matthews, Community Services Commission Chair; Two Sub-Committee meetings have taken place. Discussion included the issue and solutions, and the various stakeholders involved. A flyer was developed in both English and Spanish, and has been widely distributed. A Community meeting is set for Wednesday, January 27 at 7:00 p.m. at the Community Center.

CC-1

SCR-2 Julian Fisher Park Phase II Renovations – Tina Cherry, Director reported; Commissioners Dittmar and Mills have volunteered for the sub-committee. A meeting will be set in the next month. The Civil Engineer and Landscape Engineer have been selected. Working with in-house Engineers on the scope of work which includes the basketball courts, lighting of the courts, and installing a bio-swell for better water filtration.

SCR-3 Homelessness and Park Conduct Committee – Nancy Matthews, Community Services Commission Chair; No report.

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

WPF CONVENE: Board President Matthews

WPF ROLL CALL: Boardmembers, Cherry, Dittmar, Hirsch, Mills, Spicer/ Absent Excused, Ulm, Wong, President Matthews, Vice President Yuille

WPF PUBLIC INPUT: None

WPF ADMINISTRATIVE REPORTS

WPF AR-1 Update on Wilderness Preserve Foundation – Tina Cherry, Director;

- How can staff support the Commission, and the Foundation moving forward?
- What is the purpose of the Foundation?
- Do we need to expand the purpose of the Foundation to include Urban Parks?
- Who are the members of the Foundation?

Staff contacted several of the members who were on the Trails Committee. Unfortunately, at this time these individuals do not have the time to commit to the Foundation.

Chair Matthews suggested the Foundation be included as one of the opportunities for the annual recruitment of open positions on the City’s Boards and Commissions. Actively solicit through the MAP Program, press releases, Chamber of Commerce, and possibly create a flyer. Staff will bring this back to the Commission.

WPF ADJOURNMENT

**RECONVENE MONROVIA
COMMUNITY SERVICES COMMISSION MEETING**

REPORTS FROM STAFF

Tina Cherry, Director provided an update on behalf of Oliver Chi, City Manager regarding the Community Center/4th Dimension Proposed Project – A Study Session was held on Thursday, January 7, and was well attended. Based on the assessment conducted, the City council provided staff with feedback which indicated that the proposed project, while worthy of consideration, would require the City to make compromises that could not be adequately resolved. After discussion with Hale Corporation, they shared that they would cancel escrow on their proposed purchase of the 4th Dimension facility. The cancellation ends the proposed 4th Dimension/Community Center initiative.

DIRECTOR’S REPORT: Tina Cherry, Director;

- 1) Renaming of Grand Avenue Park
 - Sent out 300 letters in mid-December to residents in the neighborhood of the park letting them know about Kiwanis’ work at the park, and proposed renaming of the park.
 - Kiwanis also sent a letter to the residents in the neighborhood.

- 2) Liaison Assignments - tabled to the February 9 Community Services Commission meeting.
- 3) Celebrating Black History Month - City Council will proclaim of February 2, Black History Month. Staff located Harriet Glickman, the woman who contacted Charles Shultz (creator of the Peanuts comic strip). She asked why there was not an African American in the comic strip. As a result, the Franklin character was developed. Ms. Glickman will be at the Library to share her story.
- 4) Station Square Dedication is scheduled for Saturday, January 23 at 11:00 a.m. The event will include a band, and refreshments will be served. In the event of rain, an alternate date has been set. The decision will be made the Thursday prior to Saturday, January 23 whether the program will be rescheduled to Saturday, February 6.
 - Programming will be developed, and Monrovia Reads will be expanded to include Station Square.
 - Gold Line revenue service is scheduled to begin on Saturday, March 5. Will partner with Metro on this celebration.
 - Niles Boyer, Field Services Manager and his team have completed the Transit Operating Request for Proposal (RFP), and will be brought to City Council on February 2 for consideration.
- 5) Parks Needs Assessment -
 - Working with the County on their Needs Assessment. Have received funds to host Community meeting - dates for Community meetings (flyer has been distributed) are:
 - Saturday, January 30 at 9:00 a.m. in the Library Community Room
 - Saturday, February 6 at 9:00 a.m. at Fire Station 102
 Chair Matthews, Vice-Chair Yuille and Commissioners Dittmar and Hirsch have volunteered for the Parks Needs Assessment Sub-Committee.
- 6) State of the City address will be held on Monday, February 8 at the Krikorian Theater. Reception at 6:00 p.m., and address at 7:00 p.m.
- 7) Eugene Suk, Hillside Wilderness Preserve Supervisor, with the assistance of Brittney Mello, Management Analyst, did a fantastic job developing a proposal for just shy of \$1 million dollars to the Rivers and Mountains Conservancy ~ through Proposition One, to look at non-native specie eradication from the waterfall trail. Looking to partner with the California Conservation Corp.
- 8) Distributed a flyer for the Bike Master Plan. A Community meeting will be held on Wednesday, February 3. A survey is included.

DIVISION MANAGER'S REPORT: Niles Boyer, Field Services Manager

- City Hall landscape project was completed in December.
- El Nino Preparedness ~ the third Community meeting will be held Thursday, January 21. Sandbag Saturday was held this past Saturday. 1,500 sandbags were filled in a two hour period.

COMMISSION LIAISON REPORTS:

CSC LR-1 Commissioner Dittmar – No report.

CSC LR-2 Commissioner Hirsch

- 1) Monrovia Unified School District (MUSD)
 - Things are moving along quickly with the building repairs at the High School following the extensive fire last month. Classes have not been interrupted.

CC-1

- As a reminder a joint meeting of the Monrovia City Council and School Board will be held on Monday, January 25.

CSC LR-3 Chair Matthews – Looking for an alternate for the Wednesday Senior meetings. Commissioner Hirsch is interested in speaking to the Seniors at these meetings.

1) CAPRCBM

California and Pacific Southwest Recreation and Park Conference will take place at the Long Beach Convention Center, Tuesday, March 8-Friday, March 11, 2016.

HIGHLIGHTS

- Parks Make Life Better!® Park & Facility Tour, March 8, all day
- CAPRCBM CAPRCBM Conference Orientation, March 10, 8-9:30am
- CAPRCBM Annual Meeting, March 10, 12:30-2pm
- CAPRCBM Incoming Board Meeting, March 11, 10:30-11:30am

Award Application submitted in the category of “Special Project” for the Monrovia Station Square Project. Awards will be presented at the CAPRCBM Awards and Installation Banquet as part of the California and Pacific Southwest Recreation and Park Conference, on Thursday, March 10, 2016 at the Hotel Maya in Long Beach.

2) MONROVIA COMMUNITY COORDINATING COUNCIL

- January Meeting took place Monday, January 4, 2016. Program focus was on LAB LAUNCH – Monrovia, a biotechnology incubator project whose mission is to enable LA area scientists and entrepreneurs to develop their ideas in affordable, high-quality lab facilities
- The February meeting will take place on Monday, February 1

3) SENIOR CLUBS

- Attended the Tuesday club (New Horizons) on December 15, 2015. Event included the weekly lunch with program focused on singing holiday songs which included live piano accompaniment. Seniors appreciated a guest from the Commission; one recommendation received was to increase the senior excursions.
- The Wednesday group (Gad-A-Bouts) has an opening for a guest from the Commission on Wednesday, January 20 from 10am – Noon. Nancy is unavailable and welcomes an alternate.

CSC LR-4 Commissioner Mills –

- 1) Monrovia Area Partnership (MAP) the quarterly meeting is scheduled for Tuesday, February 2, from 11:00 a.m. to 1:00 p.m.
- 2) Mental Health Consortium in cooperation with Congresswoman Grace Napolitano. An upcoming meeting will be held on January 22.

CSC LR-5 Commissioner Ulm –

- 1) KGEM has a new Memorandum of Understanding with Mt. Sierra College.
- 2) Canyon Park – The Annual Volunteer Potluck and Awards event was held December 16 at the cabin in Canyon Park. Awards were presented to volunteers with more than 100 hours of service, as well as volunteers with more than 200 hours of service. Spirit Awards were given to Katie Cameron and Todd Berry. The prestigious Volunteer of the Year award went to Bob Dollins.
- 3) Eugene Suk Hillside Wilderness Supervisor also provided an update on the effects that the latest El Nino storm had on Canyon Park.

CSC LR-6 Commissioner Wong -

- 1) MOTAB has requested a street closure for January 18 for a CSI filming.
- 2) Approximately 7,000 people attended the New Year's Eve event on Myrtle Avenue.

CSC LR-7 Vice-Chair Yuille --No report.

NEXT SCHEDULED MEETING: The next meeting of the Monrovia Community Services Commission is scheduled for Tuesday, February 9, 2016 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 8:41 p.m.