

**MINUTES OF THE SPECIAL MEETING  
MONROVIA COMMUNITY SERVICES COMMISSION  
THURSDAY, OCTOBER 1, 2020**

**Pursuant to the Governor's Executive Order N-29-20,  
Commissioners and Staff participated via teleconference.**

In accordance with Executive Order N-29-20 and guidance from the California Department of Public Health on gatherings, members of the public were encouraged to participate in the meeting remotely. Public comment was accepted by email to Community Services Director Tina Cherry prior to 4:00 p.m. on the day of the meeting.

**CONVENE:** Chair Villegas convened the Special Meeting of the Community Services Commission on Thursday, October 1, 2020 at 5:35 p.m., via teleconference, Monrovia, California. Staff in attendance were Community Services Director Tina Cherry; Recreation Manager Rebecca Sandoval; Management Analyst Heather Gibson; and Administrative Assistant Adriana Marin.

**ROLL CALL:** In attendance were Commissioners Belden, Iler (Absent), Leos, Mills (Absent), Vice Chair Bank, and Chair Villegas. All members participated via video conference pursuant to the Governor's Executive Order N-29-20.

**PUBLIC INPUT:** None

**DISCUSSION: Wilderness Preserve Foundation**

Tina Cherry, Community Services Director, commented on the Sub-Committee meetings held related to the new organization. The purpose is to update the Commission and the Board and for direction.

Commissioner Belden provided an update on the Sub-Committee meetings. The Sub-Committee received the scope of services and proposal from Thomas Dale on website and logo design for the new organization. The new mission will include expanding to all parks, recreation programs, open space and donations to support Canyon Park, Hillside Wilderness Preserve, park improvements, recreation programs, and renovations to park facilities.

The costs of the website design and logo is \$2,960 and an annual subscription fee of \$215. A three year annual subscription reduced rate is \$467.

The Sub-Committee recommends launching a one-page website with photos, a donation page and an abbreviated organization name on website. Then upcoming would be to create more board members, update and amend the Bylaws and Articles of Incorporation, finalize organization name, establish new board officers and fundraising.

Following discussion, **it was moved by Commissioner Matthews, seconded by Commissioner Belden to enter into a contract agreement with Thomas Dale in an amount not to exceed \$3,200 for website design services, logo design services and annual host subscription for the reimagined organization.**

**NEXT SCHEDULED MEETING:** The next regular meeting of the Community Services Commission is scheduled for Tuesday, October 13, 2020 at 7:00 p.m., Monrovia, California.

**ADJOURNMENT:** The special meeting of the Community Services Commission was adjourned at 6:38 p.m.