

**MINUTES OF THE
MONROVIA COMMUNITY SERVICES COMMISSION
TUESDAY, NOVEMBER 10, 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 5:00 p.m. on the day of the meeting.

CONVENE: Chair Villegas convened the Regular Meeting of the Community Services Commission on Tuesday, November 10, 2020 at 7:04 p.m., via teleconference, Monrovia, California. Staff in attendance were Community Services Director Tina Cherry; Recreation Manager Rebecca Sandoval; Management Analyst Heather Gibson; Hillside Wilderness Preserve Supervisor Eugene Suk; and Administrative Assistant Adriana Marin.

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

PLEDGE OF ALLEGIANCE: Vice Chair Bank led the Flag Salute

PUBLIC INPUT: None

YOUTH COMMISSION: Carlos Martinez, an eleventh grade student at Monrovia High School provided an update on current and upcoming activities.

PRESENTATION(S): None

CONSENT CALENDAR: It was moved by Commissioner Matthews, seconded by Commissioner Leos to approve the consent calendar. There were no objections and the motion was approved.

The consent calendar consisted of the following items:

CC-1 Unadopted Minutes of the October 13, 2020 Regular Meeting

CC-2 Canyon Park and Hillside Wilderness Preserve Patrol Update for October 2020

ITEMS PULLED FROM CONSENT CALENDAR, IF NEEDED: None

ADMINISTRATIVE REPORTS: None

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

WPF CONVENE

President Villegas

WPF ROLL CALL

Vice President Bank, Boardmembers Belden (Absent), Blackburn, Cherry, Iler, Leos, Mills, Matthews, and President Villegas

WPF CONSENT CALENDAR

None

WPF PUBLIC INPUT

None

WPF ADMINISTRATIVE REPORTS

None

WPF AR-1 Proposed Bylaw Amendment of the Monrovia Parks, Wilderness, and Recreation Foundation, Inc. – Community Services Director Tina Cherry reviewed the agenda report on the proposed Bylaw Amendment and noted key recommended amendments for Board review.

It was moved by Vice President Bank, seconded Boardmember Blackburn to approve the Amended and Restated Bylaws of the Monrovia Parks, Wilderness, and Recreation Foundation, Inc.

SUB-COMMITTEE REPORTS

SCR-1 Status of Secretary of State Certificate of Amendment - Community Services Director Tina Cherry provided an update on the certificate of amendment. The certificate of amendment was submitted to the State.

SCR-2 Update on Monrovia Parks, Wilderness, and Recreation Foundation, Inc. Website – Community Services Director Tina Cherry provided an update on the new website and asked for feedback from the Board. The Sub-Committee answered questions of the Board.

WPF ADJOURNMENT

**RECONVENE MONROVIA
COMMUNITY SERVICES COMMISSION MEETING**

REPORTS FROM STAFF:

Rebecca Sandoval, Recreation Manager

- a. Provided an overview of the Fall programs that included a Veterans Day Recognition program, Halloween Spooktacular Family Adventure at Home, Movies in the Park, Recess in the Park, Halloween Home Decorating Contest, Jack-O-Lantern Carving Contest, and Youth Sports program. Also shared photos of the events and program activities.
- b. Provided an update on the programs planned for the Winter that will include Holiday Home Decorating Contest, Recess in the Park, Santa’s Workshop Family Photos, Winter Wonderland Family Home Adventure, 12 Days of Recreation, Holiday Parade at Home, Winter Walk and Rock, and Youth Sports.
- c. Provided an update on the part-time staff recruitment. Two positions for Park Naturalist were filled and will begin on November 23. Interviews for Recreation Leader were conducted and six positions were filled.

Tina Cherry, Community Services Director

- a. Provided an update on Canyon Park and Hillside Wilderness Preserve. Staff is working with a consultant to develop an emergency preventative plan and also working with contractor to remove debris and damaged trees. The trail crew has worked on the HWP trail maintenance and will open on Monday, November 16.
- b. Provided an update on the Lucinda Garcia Park Renovation Project. The project deadline has been extended to June 2024. Staff is drafting an RFP to solicit architects for construction drawings and will schedule interviews in January. Subcommittee members were selected and include; Chair Villegas, Commissioner Leos, and Commissioner Mills.

COMMISSION LIAISON REPORTS:

- a. Chair Villegas – No report.
- b. Vice Chair Bank - Community Media of the Foothills (KGEM) held annual elections and have voted in new members. Canyon Park had their first volunteer Zoom meeting; volunteers are looking forward to future meetings.
- c. Commissioner Belden – Absent
- d. Commissioner Iler – The Monrovia Unified School District has two new board members.
- e. Commissioner Leos – No report.
- f. Commissioner Matthews – No report.
- g. Commissioner Mills – The Monrovia Area Partnership (MAP) graduation will be held next week; will provide more information at the next meeting.

NEXT SCHEDULED MEETING: The next regular meeting of the Community Services Commission is scheduled for Tuesday, December 8, 2020 at 7:00 p.m., Monrovia, California.

ADJOURNMENT: The regular meeting of the Community Services Commission was adjourned at 8:23 p.m.