

**MINUTES OF THE JOINT MEETING OF THE  
MONROVIA COMMUNITY SERVICES COMMISSION AND  
WILDERNESS PRESERVE FOUNDATION, INC.  
HELD TUESDAY, SEPTEMBER 9, 2014**

**CONVENE:** Chair Mills convened the Regular Meeting of the Community Services Commission on Tuesday, September 9, 2014 at 7:00 p.m. in the Community Center Monroe Room, Monrovia, California. Staff in attendance: Community Services Director Tina Cherry, Acting Recreation Division Manager Kerri Zessau, Senior Park Ranger Hector Inzunza, Assistant Recreation Coordinator Memo Chavez and Administrative Clerk II Sophia Nakov.

**SWEARING IN OF REAPPOINTED COMMISSIONER** – Genia Mills

**PLEDGE OF ALLEGIANCE:** Commissioner Ulm led the Flag Salute.

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

**PRESENTATIONS:** Tina Cherry, Director of Community Services, provided an update on the Station Square project. The Groundbreaking Ceremony will be held on Wednesday, September 10, at 10:00 a.m., at Station Square. The Park presentation will be presented at an upcoming Commission meeting.

**CONSENT CALENDAR:** It was moved by Vice Chair Matthews and seconded by Commissioner Wong to accept the consent calendar consisting of CC-2, CC-3 and CC-4. There were no objections and the motion was unanimously approved. Consent Calendar item CC-1 was pulled. After discussion it was moved by Commissioner Ulm and seconded by Commissioner Crudginton to accept CC-1. Vice Chair Matthews and Chair Mills abstained from CC-1.

**CC-1** Unadopted Minutes of the July 8, 2014 Regular Meeting

**CC-2** Division Manager's Report – M. Carney, Deputy Director Public Works

**CC-3** Hillside Wilderness Preserve Patrol Update for July 1 through July 31, 2014

**CC-4** Hillside Wilderness Preserve Patrol Update for August 1 through August 31, 2014

**YOUTH COMMISSION REPORT:** Anna Chavez a tenth grade student at Monrovia High School provided an update on current and future events of the Youth Commission. Ms. Chavez was also recognized as the 2014 Youth Commissioner of the Year.

**PUBLIC INPUT:** None.

**ADMINISTRATIVE REPORTS:**

**AR-1 2013-14 Youth Commission Year End Evaluation:** Memo Chavez, Assistant Recreation Coordinator, reported; there were 45 registered Youth Commissioners in 2013-14 with an average attendance of 35 active members. Meetings are held on the third Wednesday, at 4:30 p.m., at the Community Center during the school year. The Youth Commission volunteered a total of 5,925 hours in 2013-14 which is a staff cost savings of \$54,925.

**After discussion, it was moved by Commissioner Dittmar and seconded by Commissioner Wong** to receive and file AR-1 2013-14 Youth Commission Year End Evaluation. There were no objections and the motion was unanimously approved.

**CC-4**

**AR-2 2014 Fourth of July Fireworks Show and Concert Evaluation:** Kerri Zessau, Acting Recreation Division Manager, reported the 2014 Fireworks Show and Concert were held on Friday, July 4, 2014, in Library Park. This year's event was held in conjunction with the Old Town Family Festival which took place from 5:00 p.m. to 9:30 p.m. Staff estimates that there were approximately 13,000 spectators (compared to 10,000 the previous year). This year's sponsors included Mary Ann and Corey Lutz, Wendy's Hamburgers and Samuelson & Fetter. The day's events featured a DJ playing recorded music from 3:00 p.m. to 7:00 p.m., followed by a concert featuring "Stone Soul" from 7:00 p.m. to 8:30 p.m., the fireworks show began at 9:00 p.m. The Myrtle Avenue business owners provided positive feedback regarding the event with an increase in sales.

**After discussion, it was moved by Commissioner Crudginton and seconded by Commissioner Dittmar to receive and file 2014 Fourth of July Fireworks Show and Concert Evaluation. *In addition:***

- Staff will explore an opportunity for attendees to "TEXT" a donation to support the event (and thereby defray costs).
- Staff will include notes on the "Fiscal Impact" section of this report noting that ~ Police, Fire and Public Works overtime costs are covered in a separate budget. • Community Services full-time staff costs are not reflected in the expenditures.
- Staff will explore impact of continuing to use the Library rooftop as the launch site as well as alternate sites.
- Identify what can be done to prolong the life of the roof.
- Consider alternate sites (Monrovia High School multi-purpose field – north of the football stadium for launch site)

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** Board President Mills

**WPF ROLL CALL** In attendance: Boardmembers Cherry, Crudginton, Dittmar, Shevlin, Ulm, Wong, Yuille, Vice President Matthews and President Mills.

**WPF CONSENT CALENDAR** None.

**WPF ADMINISTRATIVE REPORTS**

**WPF AR-1 Roles of the Foundation Board (verbal report):** Tina Cherry, Director of Community Services, provided an overview of the roles of the Foundation Board. Measures A and B passed in March 2000. The Hillside Wilderness Preserve Foundation was created in November 2000 as a funding agent, and to promote social welfare by protecting and preserving precious-natural resources through the City of Monrovia. Discussion developed in May 2006 during a Foundation meeting to relocate the responsibilities to the Community Services Commission.

Roles of the Community Services Commission and the Hillside Wilderness Preserve Foundation Board:

Community Services Commission

The Community Services Commission is an advisory body to the City Council. The Commission is to make recommendations to the City Council regarding general policies and relay public input. • Assist the City Council in the development and beautification of park and recreation facilities. • Advise the preparation of long range capital improvement projects, parks and facilities. • Interpret programs and services to the citizens in order to promote understanding. The Commission is an advisory body to the City Council and is recommendation based.

Hillside Wilderness Preserve Foundation Board

The Foundation is a separately established non-profit entity and fundraising body that is action based.

**DIRECTOR'S REPORT:** Tina Cherry, Community Services Director, provided updates on the following: November 11, 2014 Community Services Commission Meeting – the meeting falls on the 2014 Veteran's Day Holiday. The decision to either cancel or reschedule the meeting will need to be confirmed by the October 14, 2014 Commission meeting. • Annual Monrovia/Duarte Youth Summit – Duarte has decided on a new direction for their participation of the 2015 Youth Summit by hosting monthly talks and presentations with teens as opposed to an annual meeting. Staff will be meeting with community partners asking the questions, "What does the youth of Monrovia want?" Do they want monthly workshops or a one day Monrovia based Youth Summit. The date and location has been secured for Saturday, February 21, 2015, at Monrovia High School. The Monrovia Area Partnership (MAP), Youth Leadership and Teen Advisory Board (TAB) will be brought into the discussion for feedback. • Grants for playgrounds – Dan Iwata, Public Works Infrastructure Manager, has submitted two Prop "A" Grants to the County; the first Grant is for Julian Fisher Park for the basketball courts, new lighting, new monument signage and educational garden and the second Grant is for Lucinda Garcia Park (formerly known as Olive Avenue Park) for a new playground, fitness walkway and new walkway lighting. The results of the Grants are expected in December 2014. • Homelessness and Park Conduct update – Police Chief Hunt presented the committee's findings at the July 15, 2014 City Council meeting. The Police Chief and Director of Community Services presented the costs of the six recommendations the committee had identified at the September 2, 2014 City Council meeting. The City Council has approved moving forward with all six recommendations and identifies funding for development. One component is community outreach with the Directed Giving Campaign through the Foothill Unity Center. Populate the Park Program was well received, and Staff is working on moving existing programs to the park. Waiving Library Park rental fees will also be considered. Facilitate a volunteer group for a Neighborhood Watch Program. Possible installation of surveillance cameras to monitor illegal park activity. Research the cost of the Purple Patrol Program.

**DIVISION MANAGER'S REPORT:** Kerri Zessau, Acting Recreation Division Manager, provided updates on the following: Hillside Wilderness Preserve tours were available to the Community Services Commission. On Wednesday, August 27, 2014 Commission Chair Mills and Commissioner Crudgington attended this tour. On Monday, September 22, 2014 Commission Vice Chair Matthews and Commissioners Yuille and Dittmar will attend a tour. Additional tours are available. • Community Services will receive two new replacement vehicles this fiscal year. • AB-230 Legislation states that any organization with youth specific programs must have due diligence to ensure the safety of the youth through the Department of Justice with fingerprinting and background checks. The updated legislation states that organizations that work with these individuals only need to notify the parents or guardians of the background process. This legislation is effective on January 1, 2016. • Community Center Maintenance Week was held on Monday, August 25 through Friday, August 29, 2014. Part-time Staff inventoried all supplies, deep cleaned equipment and organized storage areas. Public Works and contractors assisted with deep cleaning the carpets, restrooms, polished the tiles, replaced missing tiles, screened (varnish removal) the wooden floors in the Kay Dalton Room. • Thank you to all the Commissioners who attended the 2014 Summer Concerts Series. There were approximately 700 to 750 participants in attendance per concert. Initial feedback mentioned "The Answer," the "Mariachi Divas," and the "Yari Moore" Latin band as the favorites. The 2014 bands selected were from an on-line survey with the assistance of Commissioner Ulm. A detailed evaluation will be provided at a future meeting. • The Community Services / Monrovia Today brochure features a new youth class titled "Kids Fit" for elementary and middle school aged children focusing on a variety of exercises and nutrition. On-line registration is now available for all listed activities from youth sports to senior excursions. • Youth Sports registration for 4<sup>th</sup> and 5<sup>th</sup> grade students at Bradoaks, Mayflower, Monroe and Wildrose is in progress. • Monrovia Reads and Plays (MRP) will begin next week on Sherman Avenue on Monday, Wednesday and Friday, and on Monroevista on Tuesday and Thursday. • Crossing Guards are available at nine locations. • Monrovia Providers Group (MPG) has many new members. A representative from state Representative Liu's office will attend the monthly meeting to promote the Senior Scam Stomper seminar on Friday, September 12, 2014.

#### **COMMISSION LIAISON REPORTS:**

**CSC LR-1 Commissioner Crudgington** – The Monrovia Historic Preservation Group (MOHPG) is pleased to announce that as part of the City of Pasadena's Heritage Craftsman weekend, on Saturday, October 18, 2014, a

bus ticket will be sold for a field trip to Monrovia. • Santa Anita Family Services has received a Grant from the Land of the Free Foundation, to begin a new military program – funding is expected in November • HWP – No Report.

**CSC LR-2 Commissioner Dittmar** – No Report.

**CSC LR-3 Chair Mills** – Monrovia Area Partnership (MAP) hosted 260 participants for last month's conference. The next leadership academy, with 17 participants, will run for seven weeks from Thursday, September 11, 2014 through Thursday, October 23, 2014. • Community Emergency Response Team (CERT) – volunteers Pat Dunlop and Nancy Zack assisted with the MAP Conference and MAP Movie Nights. Volunteer Bruce Eckstrom assisted with the MAP Movie Nights. September is National Preparedness Month. CERT is hosting training for the Map Your Neighborhood facilitators.

**CSC LR-4 Vice Chair Matthews** – Monrovia Community Coordinating Council (MCCC) – (per Mayor Pro Tem Shevlin) Lori Berg, of the Foothill Pregnancy Resource Center, provided a presentation on the sex trade and trafficking. The next meeting will be held on Monday, October 6, 2014. • California Association of Parks and Recreation (CAPRBCM) – asking the Commission's permission to resubmit last year's nomination in regards to fully opening the Hillside Wilderness Preserve. The annual state conference will be held in March 2015. This year is the 50<sup>th</sup> Anniversary of the Wilderness Act, the 150 year history of land being dedicated to public use through preservation of natural areas, and the 70<sup>th</sup> Anniversary of Smokey the Bear. Tom Stratten announced, at a City Council meeting, an event celebrating Colonel Allen Allensworth who was the founding pastor of the Second Baptist Church, in Monrovia, at the Monrovia Historical Museum on Sunday, September 14, 2014.

**CSC LR-5 Commissioner Ulm** – No Report.

**CSC LR-6 Commissioner Wong** – Monrovia Old Town Advisory Board (MOTAB) – received a formal allocation of \$7,000 for Old Town Holiday decorations. Street closures have been approved for Thursday, December 4, 2014, from 5:00 p.m. to 10:00 p.m., for the Holiday Parade. MOTAB has approved a \$3,000 contribution, to the City, for the Holiday Parade. Scaffolding will be removed at 316 Myrtle Avenue due to the homeless situation in and around the building. A Car Show will be held on Saturday, September, 13, 2014, on Myrtle Avenue, from 9:00 a.m. to 3:00 p.m. The Taste of Old Town Monrovia will be held on Sunday, October 19, 2014, on Myrtle Avenue between Lime Avenue and Colorado Boulevard, from 5:00 p.m. to 8:00 p.m.

**CSC LR-7 Commissioner Yuille** – No Report.

**NEXT SCHEDULED MEETING:** The next meeting of the Monrovia Community Service Commission is scheduled for Tuesday, October 14, 2014 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 9:46 p.m.