

**IRWINDALE CITY COUNCIL CHAMBERS
5050 N. IRWINDALE AVENUE
IRWINDALE, CALIFORNIA 91706**

**FEBRUARY 7, 2024
THURSDAY
6:00 P.M.**

The Irwindale **PARKS & RECREATION COMMISSION** met in regular session at the above time and place.

ROLL CALL: Present: Commissioners Michelle Duran, Justin Kelly, Carmen Roman; Vice Chair Belen Zepeda (arrived at 6:09 p.m.); Chair Paula Fraijo

Also present: Elizabeth Rodriguez, Public Services Director; Priscilla Zepeda; Recreation Manager; Daniel Grijalva, Aquatics Supervisor; Pedro Rodriguez, Public Works Services Supervisor; Jesus Hernandez, Administrative Secretary; and Karen Ruiz, Office Specialist

AB 2449 DISCLOSURES None.

CONSENT CALENDAR

MOTION A motion was made by Chair Fraijo, seconded by Commissioner Roman, to approve the Consent Calendar. The motion was unanimously approved; Vice Chair Zepeda absent at the time of the roll call.

ITEM NO. 6A MINUTES OF JANUARY 11, 2024
MINUTES OF
JANUARY 11, 2024 The minutes of the meeting held January 11, 2024, were approved.

END OF CONSENT CALENDAR

SPONTANEOUS
COMMUNICATIONS

TERESA ORTIZ Teresa Ortiz thanked the Commission for the support it gave her during the time she served as Commissioner. She also thanked staff for their hard work, dedication, and kindness.

NEW BUSINESS

ITEM NO. 8A IRWINDALE PARK IMPROVEMENT PROJECT PHASES IV AND V
IRWINDALE PARK UPDATE – Verbal Report
IMPROVEMENT
PROJECT PHASES IV
AND V UPDATE

DIRECTOR RODRIGUEZ Director Rodriguez provided the verbal report with a PowerPoint presentation and advised that, as of the end of January, the project is approximately 50% completed. Some rain events have caused delays,

though the contractor is allowed to make up those days. Additional work has also caused delays. The contractor is working on an updated schedule which will be provided to staff as soon as it is finalized. She added that SCE is working on electrical upgrades to ensure sufficient power is made available throughout the park and noted work for ADA-compliant paths of travel as well as upgrades to irrigation lines and lighting modifications.

CHAIR FRAIJO

Chair Fraijo noted a concern about the placement of project perimeter fencing, which Supervisor Rodriguez stated he would look into.

Chair Fraijo then noted that Vice Chair Zepeda arrived at the meeting at 6:09 p.m.

COMMISSIONER
ROMAN

Responding to a question by Commissioner Roman, Director Rodriguez noted that new picnic tables will be installed at the park and that these would match existing tables.

CHAIR FRAIJO

In response to a question by Chair Fraijo, Director Rodriguez advised that the new trellis would match the existing trellis found at the Skate Park.

Chair Fraijo also asked about the estimated completion date for the project, to which Director Rodriguez indicated that it may be completed by late April or early May.

COMMISSIONER
DURAN

Commissioner Duran asked how the construction timeline would affect Recreation's programs for Easter, to which Director Rodriguez indicated that staff had already planned to relocate the program to other locations within the park in anticipation of the construction work.

CHAIR FRAIJO

Chair Fraijo suggested that staff ensure that events such as the Easter program include adequate PA systems to make sure that any messages that need to be relayed would reach all areas of the park, to which Manager Zepeda stated that Recreation staff has partnered with the Police Department, which parks a vehicle where everybody can hear its siren.

COMMISSIONER
ROMAN

Commissioner Roman requested that the City purchase a large sound system for the park.

ITEM NO. 8B
IRWINDALE AQUATICS
CENTER HEATER
REPLACEMENT

IRWINDALE AQUATICS CENTER HEATER REPLACEMENT
PROJECT UPDATE – Verbal Report

- SUPERVISOR GRIJALVA Supervisor Grijalva spoke on the scope of work for the project, which includes the demo of the old heating unit and the concrete inside the pump room, repair of underground plumbing, replacement of piping, framing and pouring of new concrete, and the installation and connection of the new unit. Staff estimates that the project, which costs less than \$100,000, will be completed by April 5, 2024, though unanticipated events may occur which could delay its completion.
- CHAIR FRAIJO Chair Fraijo requested another update at the next meeting.
- ITEM NO. 8C
DEDICATION & NAMING OF THE NEW IRWINDALE PARK TRELIS IN HONOR OF MARGARET DIAZ DEDICATION & NAMING OF THE NEW IRWINDALE PARK TRELIS (NORTH OF THE PLAZA FOUNTAIN) IN HONOR OF MARGARET DIAZ
- DIRECTOR RODRIGUEZ Director Rodriguez provided background information on Mrs. Diaz and presented the report.
- CHAIR FRAIJO Chair Fraijo suggested that the existing policy for the naming of city facilities be modified so that living individuals could also be recognized, to which Director Rodriguez stated that the request could be placed on a future agenda for further discussion, though she noted that the final decision is made by the City Council.
- COMMISSIONER ROMAN Commissioner Roman suggested that the new Library include the names of all Irwindale Librarians, to which Chair Fraijo noted that a Library Workshop would be held on February 15 and would likely be a more appropriate venue to bring up the suggestion.
- MOTION A motion was made by Chair Fraijo, seconded by Commissioner Duran, to request that staff fill out a "Facility and Street Naming Policy" on behalf of the Parks and Recreation Commission and forward same to the City Council to request that it name the new Irwindale Park trellis as the "Margaret Diaz Pavilion". The motion was unanimously approved.
- ITEM NO. 8D
FACILITY & OPEN SPACE RENTAL POLICY FOR THE DAN DIAZ RECREATION CENTER; IRWINDALE AQUATICS CENTER; AND IRWINDALE PARKS FACILITY & OPEN SPACE RENTAL POLICY FOR THE DAN DIAZ RECREATION CENTER; IRWINDALE AQUATICS CENTER; AND IRWINDALE PARKS

DIRECTOR RODRIGUEZ Director Rodriguez presented the report.

CHAIR FRAIJO Chair Fraijo suggested that the draft policy be amended to read “no facility may be rented more than two times per week by the same person and/or organization.” She also asked whether applicants will be informed by staff that only those listed as “heads of household” would receive deposit reimbursements, to which Director Rodriguez confirmed that this was correct.

Chair Fraijo asked why this arrangement was in place, to which Manager Zepeda stated that the existing software contains this limitation, and staff hopes the new software does not. She added that the only issue that this arrangement has created was when a resident reserved a facility for a non-resident, and the non-resident called hoping to receive a reimbursement; however, per the arrangement, it would go to the resident renter.

CHAIR FRAIJO Chair Fraijo requested that the rental fees be made available in Spanish and placed on the City website.

COMMISSIONER ROMAN Commissioner Roman asked whether the policy could specify that jumpers and tents are not allowed in the parks, to which Chair Fraijo advised that the Municipal Code already states this.

DIRECTOR RODRIGUEZ Director Rodriguez added that there are also signs posted at the parks that prohibit said items.

PAT GONZALES Pat Gonzales asked clarifying questions about the proposed policy, to which Director Rodriguez clarified which sports may be played at the park per the Municipal Code, and noted that individuals may play without a permit, but organized teams must first obtain permits before playing.

COMMISSIONER DURAN Commissioner Duran suggested for the City to accept electronic payments, to which Director Rodriguez advised that the Finance Department is looking into implement a system that would allow electronic payments.

SUZANNE GOMEZ Suzanne Gomez asked about park rule enforcement and suggested a policy for community policing, to which Chair Fraijo suggested that individuals contact the Police Department if they observe illegal/inappropriate behavior at the parks; or they can contact Recreation staff, who would in turn contact the Police Department.

DIRECTOR RODRIGUEZ Director Rodriguez stated that a phrase could be included in the policy encouraging individuals to contact the Police Department if they notice anything inappropriate at the park.

MOTION A motion was made by Chair Fraijo, seconded by Commissioner Kelly, to recommend that the City Council approve the policy with the recommendations made by the Commissioners. The motion was unanimously approved.

ITEM NO. 8E TENTATIVE SCHEDULE FOR AQUATICS SPRING SEASON
TENTATIVE SCHEDULE FOR AQUATICS SPRING SEASON

SUPERVISOR GRIJALVA Supervisor Grijalva presented the report.

CHAIR FRAIJO Chair Fraijo noted that the spring schedule would probably depend on the completion of the new pool heater, to which Supervisor Grijalva stated that program flyers will probably indicate that the heater will be inoperable until April 5.

DIRECTOR RODRIGUEZ Director Rodriguez added that some patrons would still use the pool even without the benefit of a heater.

CHAIR FRAIJO Chair Fraijo stated her belief that using the pool without a heater is unsafe, to which Supervisor Grijalva noted that the pool would not be offered if the temperature dropped below a certain threshold.

Chair Fraijo then asked if additional classes would be offered if sessions were cancelled due to the cold temperature of the pool, to which Director Rodriguez stated that they would not.

COMMISSIONER ROMAN Commissioner Roman suggested potentially holding classes on the deck instead of in the water, to which Supervisor Grijalva stated that this suggestion could be considered.

COMMISSIONER KELLY Commissioner Kelly asked about the existing heater, to which Director Rodriguez noted that it is ten years old and that, although they are designed to work longer, the way this heater was installed caused it to become faulty prematurely.

RECREATION
MANAGER UPDATE

RECREATION MANAGER ZEPEDA Recreation Manager Zepeda provided the following update:

- 1) Staff is working on designs for banners and will provide a full report once pricing options are determined.
- 2) The following events are scheduled for February:
 - A) Tot Trip to Build a Bear – February 8
 - B) Valentine’s Family Night at the Irwindale Community Center – February 9

- C) Tot Valentine Craft – February 13
 - D) Rockabilities Friendship Dance – February 14
 - E) Teens are holding a Lollipop-Gram Fundraiser – February 14
 - F) Family Trip to the San Clemente Outlets – February 17
 - G) Irwindale Cheer will compete – February 10 and 24.
- 3) Locks can be purchased as part of the Locks of Love program.
 - 4) The following events are scheduled for March:
 - A) Rockabilities Resource Fair – March 16
 - B) Family Trip to Heritage Square Museum – March 23
 - C) Easter Eggstravaganza and Rockabilities Eggcellent Adventure – March 30
 - 5) Recreation will be closed on February 19 in observance of President's Day
 - 6) The Recreation Center will convert to a polling place on February 27, during which the basketball court will be closed until equipment is picked up on March 9.
 - 7) Rockabilities will sell clothing in the near future.
 - 8) She also wished a happy birthday to Chair Fraijo

COMMISSIONER
ROMAN

As requested by Commissioner Roman, Manager Zepeda listed the pricing for the locks for the Locks of Love program as well as the clothing for the Rockabilities program.

TERESA ORTIZ

Teresa Ortiz thanked Recreation staff for the new stair-climbers in the Cardio Room.

AQUATICS
SUPERVISOR UPDATE

AQUATICS
SUPERVISOR GRIJALVA

Aquatics Supervisor Grijalva provided the following update:

- 1) The City is recruiting for the following positions: Lifeguard, Aquatics Aide, and Pool Cashier. These positions are open until filled.
- 2) A new LED "Shark Shack" sign is now being displayed at the site entrance.
- 3) The spring Aquatics season will begin on March 18.
- 4) He also provided the registration dates for the various programs offered through the Aquatics Center.

COMMISSIONER
DURAN

In reply to a question by Commissioner Duran, Supervisor Grijalva advised that he would try to squeeze Adult Swim Lessons in with the Senior Splash and Aqua Walk programs.

CHAIR FRAIJO

Responding to a question by Chair Fraijo, Supervisor Grijalva advised that no applications have yet been received for the open positions; however, one young individual stopped by with questions. He added that the Aquatics Center will be sufficiently staffed for the

spring session, though he would prefer to have more staff available if possible.

PUBLIC WORKS
SUPERVISOR UPDATE

PUBLIC WORKS
SUPERVISOR

Public Works Supervisor Rodriguez presented the following update:

- 1) Park maintenance crews continue performing routine maintenance and are keeping the park clean during the recent rainstorms.
- 2) Crews also completed the installation of bottle filling stations and dog drinking fountains at Jardin de Roca Park.
- 3) Staff is also working on ordering new plants for Jardin de Roca Park.
- 4) Building maintenance staff is working on cleaning roof gutters and drains in preparation of the upcoming storms.
- 5) The facility division is working on various projects and work requests.
- 6) Most staffers completed "Everyday Teamwork" and "Communication Skills" training. Two additional staff members attended the Rainbird Academy Bootcamp.
- 7) He thanked all his staff for their hard work during recent storms.

COMMISSIONER
ROMAN

Commissioner Roman asked which staff member should be contacted to report potholes, to which Supervisor Rodriguez suggested that these be reported to Public Works Yard staff.

VICE CHAIR ZEPEDA

Vice Chair Zepeda asked about the Rainbird Academy, to which Supervisor Rodriguez advised that these relate to sprinkler systems.

COMMISSIONER
KELLY

Commissioner Kelly asked about the availability of sandbags, to which Supervisor Rodriguez advised that sand is available at the City Yard facility.

CHAIR FRAIJO

Responding to several questions by Chair Fraijo, Supervisor Rodriguez indicated that a dead tree at Jardin de Roca Park will be replaced and that native plants will be planted at Irwindale Park.

Chair Fraijo also commended staff for winter seeding the grass and keeping it green.

PUBLIC SERVICES
DIRECTOR UPDATE

DIRECTOR RODRIGUEZ Director Rodriguez presented the following update:

- 1) She displayed a photo that shows a water bottle filling station inside the park.

COMMISSIONER ROMAN Commissioner Roman asked whether the water coming out of park faucets is filtered, to which Supervisor Rodriguez indicated that it is not.

FUTURE AGENDA
ITEMS REQUESTED
BY COMMISSIONERS

CHAIR FRAIJO Responding to a question by Chair Fraijo, Director Rodriguez advised that this portion of the agenda remains the section by which Commissioners may comment on various subjects.

ITEM NO. 13A
PURCHASE OR DEDICATION OF LAND TO THE CITY OF IRWINDALE FOR CONSTRUCTION OF A SPORTS COMPLEX PARK (Requested by Chair Fraijo)

CHAIR FRAIJO Chair Fraijo noted that she did not necessarily request for land to be purchased for a sports complex. Rather, she suggested that city-owned green space be used, or for staff to work with project developers so that they may donate green space for the development of a soccer/football or general park area.

MOTION A motion was made by Chair Fraijo, seconded by Commissioner Duran, to request that the City Council direct staff to research whether land could be dedicated for the development of a park and/or soccer/football sports facility. The motion was unanimously approved.

ITEM NO. 13B
ADD BOOTS IN THE PARK TO THE IRWINDALE RECREATION'S SPECIAL EVENT SCHEDULE (Requested by Commissioner Roman)

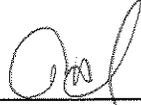
MOTION A motion was made by Commissioner Roman, seconded by Commissioner Kelly, to add this item to the agenda so that the Commission may fully consider whether a "Boots in the Park" event could be added to the list of musical events scheduled for 2024. The motion was unanimously approved.

CHAIR FRAIJO

Chair Fraijo asked whether police presence would be the norm for future Commission meetings, to which Director Rodriguez confirmed that it would be.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 7:35 p.m.



Armando Heggahl, CMC
Management Analyst

Approved as presented at the meeting held March 6, 2024.