

CITY OF IRWINDALE

5050 N. IRWINDALE AVE., IRWINDALE CA 91706 • PHONE: (626) 430-2200



NOTICE AND AGENDA FOR THE REGULAR MEETING OF THE PARKS & RECREATION COMMISSION

June 5, 2024

6:00 PM

IRWINDALE CITY HALL - COUNCIL CHAMBERS

PAULA FRAIJO - Chair

BELEN ZEPEDA - Vice Chair

MICHELLE DURAN - Commissioner

JUSTIN KELLY - Commissioner

CARMEN ROMAN - Commissioner

Via Zoom Webinar at <https://us02web.zoom.us/j/83373897360>

In the event that a Zoom broadcast is unavailable, staff will promptly notify the public through its social media platforms. The public meeting will proceed in accordance with The Brown Act.

Listen Over Phone: 1-669-900-6833; Webinar ID: 833-7389-7360

Spontaneous Communications: The public is encouraged to address the Parks & Recreation Commission on any matter listed on the agenda or on any other matter within its jurisdiction. The Parks & Recreation Commission will hear public comments on items listed on the agenda during discussion of the matter and prior to a vote. The Parks & Recreation Commission will hear public comments on matters not listed on the agenda during the Spontaneous Communications period.

Pursuant to provisions of the **Brown Act**, no action may be taken on a matter unless it is listed on the agenda. The Parks & Recreation Commission may request that staff research and/or schedule certain matters for consideration at a future Parks & Recreation Commission meeting.

Americans with Disabilities Act: In compliance with the ADA and Government Code section 54953(g), the City of Irwindale has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can be found on the City's website: <https://www.irwindaleca.gov/DocumentCenter/View/8075/AB-2449-Reasonable-Accommodation-Policy>. If you need special assistance to participate in a Parks & Recreation Commission meeting or other services offered by this City, including an electronic or printed copy of the City's reasonable accommodation policy, please contact City Hall at (626) 430-2200. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: Staff reports are available for inspection at the office of the Chief Deputy City Clerk, City Hall, 5050 N. Irwindale Avenue, during regular business hours (8:00 a.m. to 6:00 p.m., Monday through Thursday).

Code of Ethics

As City of Irwindale Parks & Recreation Commissioners, our fundamental duty is to serve the public good. We are committed to the principle of an efficient and professional local government. We will be exemplary in obeying the letter and spirit of Local, State and Federal laws and City policies affecting the operation of the government and in our private life. We will be independent and impartial in our judgment and actions.

We will work for the common good of the City of Irwindale community and not for any private or personal interest. We will endeavor to treat all people with respect and civility. We will commit to observe the highest standards of morality and integrity, and to faithfully discharge the duties of our office regardless of personal consideration. We shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of others.

We will inform ourselves on public issues, listen attentively to public discussions before the body, and focus on the business at hand. We will base our decisions on the merit and substance of that business. We will be fair and equitable in all actions, claims or transactions. We shall not use our official position to influence government decisions in which we have a financial interest or where we have a personal relationship that could present a conflict of interest, or create a perception of a conflict of interest.

We shall not take advantage of services or opportunities for personal gain by virtue of our public office that are not available to the public in general. We shall refrain from accepting gifts, favors or promises of future benefit that might compromise our independence of judgment or action or give the appearance of being compromised.

We will behave in a manner that does not bring discredit or embarrassment to the City of Irwindale. We will be honest in thought and deed in both our personal and official lives.

Ultimate responsibility for complying with this Code of Ethics rests with the individual elected and appointed official. In addition to any other penalty as provided by law, violation of this Code of Ethics may be used as a basis for disciplinary action or censure of a Council Member and/or Commissioner.

These things we hereby pledge to do in the interest and purposes for which our government has been established.

IRWINDALE PARKS & RECREATION COMMISSION



REGULAR MEETING - 6:00 P.M.**1. CALL TO ORDER****2. PLEDGE OF ALLEGIANCE****3. INVOCATION****4. ROLL CALL** Commissioners: Michelle Duran, Justin Kelly, Carmen Roman, Vice Chair Belen Zepeda, Chair Paula Fraijo**5. AB 2449 DISCLOSURES**

Remote participation by a member of the legislative body for just cause or emergency circumstances

6. CONSENT CALENDAR

The Consent Calendar contains matters of routine business and is to be approved with one motion unless a member of the Parks & Recreation Commission requests separate action on a specific item. At this time, members of the audience may ask to be heard regarding items on the Consent Calendar.

A. Minutes of the Meeting Held May 9, 2024

Department: City Clerk

Recommendation: Approve

7. SPONTANEOUS COMMUNICATIONS

This is the time set aside for members of the audience to speak on any item not on this agenda that is within the Commission's subject matter jurisdiction. The Parks & Recreation Commission is an advisory body appointed by the City Council that reviews and provides recommendations on matters related to parks and community recreation within the City. Except for very limited circumstances, state law prohibits any Commission discussion or action on items that are not on the agenda.

All members of the public are asked to observe the City's Rules of Procedure and Public Meeting Decorum. The City's Rules of Procedure and Public Meeting Decorum can be found on the City's website, and Chapter 2.40 of the Irwindale Municipal Code. You may also contact the City Clerk's Office for copies.

Each speaker will be limited to 3 minutes unless such time limits are extended. If a member of the public wishes to donate their time to another speaker, both persons must be physically present and in attendance of the meeting. The Presiding Officer may, in his or her discretion, extend the 3-minute time limitation for the particular subject for all speakers. In no event shall the total amount of speaking time exceed 6 minutes per person for the subject under discussion. Organized groups of persons wishing to address the Board on the same subject should select a spokesperson to represent the group, so as to avoid unnecessary repetition.

The Commission may regulate a speaker who is speaking too long or out of order, being unduly repetitious, discussing irrelevancies, or extending to items not within the subject matter jurisdiction of the Commission. Please be reminded that discrimination, abusive use of profanity, unruly disruption, and violent or physically threatening conduct is discouraged. Members of the public shall not disrupt the orderly conduct of the meeting. The Presiding Officer will request that a person cease any disruptive conduct, and if not immediately stopped, will direct the person to be removed from the meeting.

8. NEW BUSINESS

At this time, members of the audience may ask to be heard regarding an item on New Business.

A. Tentative Schedule for Aquatics Late Summer/Fall Season

Department: Public Services

Recommendation: Receive and file the tentative schedule for the Aquatics Centers Late Summer/Fall Season.

B. Maintenance Update from the 2024 Tour of the Dan Diaz Recreation Center, the Aquatics Center, Irwindale Park Memorial Garden/Plaza/Softball Field and Jardin de Roca Park

Department: Public Services

Recommendation: Receive and file the maintenance update from the 2024 walk through of the Dan Diaz Recreation Center, the Aquatics Center, Irwindale Park Memorial Garden/Plaza/Softball Field and Jardin de Roca Park.

C. Irwindale Park Improvement Project Phases IV & V Update

Department: Public Services

Recommendation: Receive and file the Irwindale Park Improvement Project Phases IV & V presentation update.

D. Field Trip Policy

Department: Public Services

Recommendation: Finalize the Field Trip Policy and recommend approval to the city council.

E. Use of Irwindale Recreation 24-passenger Bus for Field Trips (Requested by Commission Vote)

Department: Public Services

Recommendation: Provide staff with direction on the use of the Irwindale Recreation 24-passenger Bus for field trips that are over an hour away.

9. RECREATION MANAGER UPDATE

10. AQUATICS SUPERVISOR UPDATE

11. PUBLIC WORKS SUPERVISOR UPDATE

12. PUBLIC SERVICES DIRECTOR UPDATE

13. FUTURE AGENDA ITEMS REQUESTED BY COMMISSIONERS

At this time, the Commission will deliberate and discuss whether these items should be placed on a future agenda. In order for any listed item to be placed on a future agenda for substantive discussion or action, the Commission must act by formal motion to direct the City Manager and/or the Public Services Director or Community Development Director to place the item on a future agenda.

14. ADJOURN

AFFIDAVIT OF POSTING

I, Armando Hegdahl, Management Analyst, certify that I caused the agenda for the regular meeting of the Parks & Recreation Commission, to be held on June 5, 2024, be posted at the City Hall, Library, and Post Office on May 30, 2024.

A handwritten signature in black ink, appearing to read 'AH', is positioned above a horizontal line.

Armando Hegdahl, CMC
Management Analyst