

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

NOVEMBER 6, 2024
WEDNESDAY
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; Chair Paula Fraijo

Absent: Vice Chair Belen Zepeda

Also present: Elizabeth Rodriguez, Public Services Director; Pedro Rodriguez, Public Works Supervisor; Mariana Quinones, Assistant Pool Manager; and Armando Hegdahl, Management Analyst

AB 2449 DISCLOSURES None.

CONSENT CALENDAR

MOTION A motion was made by Chair Fraijo, seconded by Commissioner Duran, to approve the Consent Calendar. The motion was unanimously approved, Vice Chair Zepeda absent.

ITEM NO. 6A MINUTES OF THE MEETING HELD OCTOBER 2, 2024
MINUTES OF THE MEETING HELD OCTOBER 2, 2024, The minutes of the meeting held October 2, 2024, were approved as presented.

ITEM NO. 6B IRWINDALE AQUATICS CENTER SUMMARY OF INCIDENT REPORTS FOR THE 2024 SEASON
IRWINDALE AQUATICS CENTER SUMMARY OF INCIDENT REPORTS FOR THE 2024 SEASON The Irwindale Aquatics Center Summary of Incident Reports for the 2024 Season was received and filed.

END OF CONSENT CALENDAR

SPONTANEOUS COMMUNICATIONS

There were no speakers.

NEW BUSINESS

ITEM NO. 8A IRWINDALE AQUATICS CENTER'S SWIMMING POOL IMPROVEMENTS PROJECT – VERBAL REPORT
IRWINDALE AQUATICS CENTER'S SWIMMING POOL IMPROVEMENTS PROJECT

DIRECTOR RODRIGUEZ Director Rodriguez presented the staff report wherein she advised that: 1) the contract for the project was awarded at the Council meeting

of July 24, 2024, 2) she elaborated on the project's scope of work, and 3) advised that construction began this week and is expected to be completed by the end of March 2025. Staff will continue to update the Commission as the project progresses.

CHAIR FRAIJO

Chair Fraijo asked where the pool water is drained to, to which Director Rodriguez advised that it is diverted to the storm drain since it cannot be diverted to the sewer due to the chemicals added to the water.

ITEM NO. 8B
IRWINDALE PARK
IMPROVEMENTS
PROJECT PHASE IV
AND V – VERBAL
REPORT

IRWINDALE PARK IMPROVEMENTS PROJECT PHASE IV AND V
– VERBAL REPORT

DIRECTOR RODRIGUEZ

Director Rodriguez noted that the project was completed on June 24, 2024, though there are various items that the contractor still needs to address, all of which have been added to a punch list. City staff has monitored the contractor's progress on the completion of the listed items and has noted that several items are still pending. The contractor must address the items within its agreed-upon 182 day maintenance period, which is scheduled to end on December 24, 2024. He spoke on the progress made by the contractor to complete the necessary items.

COMMISSIONER
DURAN

Commissioner Duran inquired what would happen if the punchlist items are not completed by December 24, to which Supervisor Rodriguez stated his expectation that it would be completed before December 24; however, if it were not, city staff would assume the responsibility, though the contractor would cover the costs.

CHAIR FRAIJO

Chair Fraijo noted an area at the park that appears slightly sunken, to which Supervisor Rodriguez indicated that the dirt in the area may have settled a bit but likely does not pose any danger. He also noted that staff is taking note of any issues that arise so that the contractor could address them.

ITEM NO. 8C
START TIME FOR THE
REGULAR PARKS &
RECREATION
COMMISSION
MEETINGS

START TIME FOR THE REGULAR PARKS & RECREATION
COMMISSION MEETINGS

DIRECTOR
RODRIGUEZ

Director Rodriguez presented the staff report.

COMMISSION
CONSENSUS

Commission consensus was reached to continue this matter to the December meeting so that all commissioners could join in the discussion.

RECREATION
MANAGER UPDATE

DIRECTOR RODRIGUEZ Director Rodriguez provided the following update:

- 1) Over 250 attendees enjoyed the recent RockAbilities Harvest Carnival.
- 2) She congratulated the winners and thanked the participants of the annual Kids Pumpkin Decorating Contest.
- 3) The Jack O' Lantern Walk began on October 30. She thanked those who participated with the Dia de los Muertos Altar.
- 4) She also thanked staff from all City Departments that participated in handing out treats to the participants of the Teeny Tots and KidZone Trick or Treat Parade.
- 5) The Trunk or Treat event took place October 31 and enjoyed a great turnout.
- 6) Last Saturday, the Kindness Krew held their Winter Clothing drive, and she thanked all those that donated items.
- 7) The Recreation Department will host its "All Cancer Walk" event at Jardin de Roca Park this Sunday, November 10.
- 8) An online iRec Cares Community Workshop will be held on November 27 for anybody that would like to become CPR certified.
- 9) She invited interested individuals to register by November 8 if they would like to participate in the Scarecrow Alley event scheduled for November 25.
- 10) The following trips and events have been scheduled:
 - A) All Cancer Walk – November 10
 - B) Veterans Day Ceremony – November 11
 - C) Family Trip to the Queen Mary – November 16
 - D) RockAbilities Friendsgiving and Thanksgiving Paint Night – November 20
 - E) Totsgiving – November 21
 - F) iRecCARES First Aid / CPR Certification – November 23
 - G) Scarecrow Alley – November 25-29
 - H) Fall Day Camp Trip to Universal Studios – November 26
 - I) Tots Toy Drive – December 2 – 13
 - J) Christmas Spectacular – December 6
 - K) RockAbilities Jolly Jam – December 11
 - L) Cookies and Milk with Santa – December 19
 - M) Day Camp Movie Trip – December 23
 - N) Rams vs. Cardinals football game – December 29
 - O) Day Camp to Knott's Berry – December 30

- 11) A survey of the Teen Club members was held recently to gather their input regarding the Game / Teen Room. However, only six responses were received. Staff wishes to give the club members additional time hoping that more responses would be provided.
- 12) Staff will meet next week to discuss moving items from the Dan Diaz Recreation Center to the office located at 2nd Street in order to free up space in the Game Room.
- 13) The Commission has previously requested to discuss enhancing the 4th of July event and, as such, staff will place this matter on the agenda for discussion in January 2025.
- 14) Staff thanked the Police Department for facilitating the anti-bullying session for KidZone participants in grades 3-8.

COMMISSIONER
ROMAN

In response to a question by Commissioner Roman, Director Rodriguez advised that the original CPR training event had been rescheduled due to an issue with the citywide mailer.

Commissioner Roman also asked whether the video games that had been donated by the Irwindale Community Foundation were being used to which Director Rodriguez confirmed that they were.

AQUATICS
SUPERVISOR
UPDATE

ASSISTANT POOL
MANAGER QUINONES

Assistant Pool Manager Quinones presented the following update:

- 1) October 31st was the last day for the current Aquatics center operating schedule.
- 2) She also spoke on the Aquatics Division's participation in the recent Teeny Tots and KidZone Trick or Treat route, Teen Club Banquet, and the Trunk or Treat activities.
- 3) She thanked the Aqua Fitness Instructors for a wonderful season, all swim team participants, and their dedicated parents. She also thanked all Aquatics staff for all their hard work and stated that they are all looking forward to the pool improvement project.

SUZANNE GOMEZ

Suzanne Gomez spoke on the health benefits offered through the use of the pool and requested that the commission consider supporting a pay increase for the pool lifeguards.

PUBLIC WORKS
SUPERVISOR UPDATE

PUBLIC WORKS
SUPERVISOR
RODRIGUEZ

Public Works Supervisor Rodriguez presented the following update:

- 1) Park Maintenance staff has finished securing the concrete tables and benches throughout phases 4 and 5.
- 2) The second trellis that staff is building at Little Park of Irwindale is approximately 20% completed.
- 3) Staff is working on all maintenance details for the upcoming Veterans Day event.
- 4) Staff also finished the installation of the refurbished light poles in front of City Hall.
- 5) Staff is scheduling the painting of the mural during the two-week closure of City departments at the end of the year.
- 6) Staff assisted with the setup for the Trunk or Treat event.
- 7) Staff also attended various training sessions held in South Pasadena.

COMMISSIONER
ROMAN

Commissioner Roman requested that the park lighting be turned on earlier, to which Supervisor Rodriguez indicated that maintenance staff would follow up on the concern.

PUBLIC SERVICES
DIRECTOR UPDATE

DIRECTOR RODRIGUEZ Director Rodriguez presented the following update:

- 1) The annual employee holiday luncheon has been scheduled for December 5.
- 2) The annual Veterans Day Ceremony will take place on November 11.
- 3) The City Clerk's Office is accepting applications for vacancies on the Parks & Recreation and Senior Citizen Commissions, and the Council will make appointments at its December 11 meeting.
- 4) Staff hopes to move holiday decorations from storage at the Dan Diaz Recreation Center to the new storage area on 2nd Street within the next few weeks

COMMISSIONER
DURAN

Commissioner Duran asked whether any funding has been budgeted for seating for the Game Room, to which Director Rodriguez advised that staff could probably obtain funding for it.

CHAIR FRAIJO

As requested by Chair Fraijo, Director Rodriguez spoke on the procedures for taking items from and returning them to the new storage area.

REQUESTS FOR
AGENDA ITEMS
BY COMMISSION

PARKS & RECREATION COMMISSION MINUTES
REGULAR MEETING

NOVEMBER 6, 2024
PAGE 6

COMMISSIONER ROMAN Commissioner Roman thanked the Kindness Krew for its clothing drive and the Irwindale Community Foundation for the holiday gift card giveaway.

COMMISSIONER KELLY Commissioner Kelly asked whether the Aquatics Division could be set up to accept electronic payments rather than just cash or check, to which Director Rodriguez advised that she would need to verify with Finance to see whether the request could be accommodated.

CHAIR FRAIJO Chair Fraijo requested that items be added to the agenda for next month's meeting so that the pool improvement project and the punch list items for the park improvement project could be discussed.

ADJOURNMENT There being no further business to conduct, the meeting was adjourned at 6:54 p.m.



Armando Hegdahl, CMC
Management Analyst

Approved as presented at the meeting held December 4, 2024.