

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
July 2, 2025**

6:00 PM

IRWINDALE CITY HALL - COUNCIL CHAMBERS

PAULA FRAIJO - Chair

CARMEN ROMAN - Vice Chair

MICHELLE DURAN - Commissioner

JUSTIN KELLY - Commissioner

NATHAN ROMERO - 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, Nathan Romero, Vice Chair Carmen Roman, 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 7, 2025

Department: City Clerk

Recommendation: Approve

B. Recreation Manager Update

Department: Public Services

Recommendation: Receive and file the Recreation Manager Update.

C. Aquatics Supervisor Update

Department: Public Services

Recommendation: Receive and file the Aquatics Supervisor Update

D. Public Work Supervisor Update

Department: Public Services

Recommendation: Receive and file the Public Works Supervisor Update

E. City Council Adopted Fiscal Year 2025/2026 Budget for Public Services

Department: Public Services

Recommendation: Receive and file the City Council Adopted Fiscal Year 2025/2026 Budget for Public Services

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 at 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. Unleashed Dogs in City Parks *Department: Public Services*

Recommendation: Receive and file the unleashed dogs in City Parks update.

9. PUBLIC SERVICES DIRECTOR UPDATE

10. REQUESTS FOR AGENDA ITEMS BY COMMISSION

If a Commissioner is interested in a task or project, the Commissioner shall request that the item be agendized in this section.

11. ADJOURN

AFFIDAVIT OF POSTING

July 2, 2025

Page 6

I, Armando Hegdahl, Management Analyst, certify that I caused the agenda for the regular meeting of the Parks & Recreation Commission, to be held on July 2, 2025, be posted at the City Hall, Library, and Post Office on June 26, 2025.

A handwritten signature in black ink, appearing to be 'AH' or similar initials, written in a cursive style.

Armando Hegdahl, CMC
Management Analyst

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

ROLL CALL: Present: Commissioners Michelle Duran, Justin Kelly, Nathan Romero; Vice Chair Carmen Roman; Chair Paula Fraijo

Also present: Elizabeth Rodriguez, Public Services Director; Priscilla Zepeda; Recreation Manager; Pedro Rodriguez, Public Works Services Supervisor; Daniel Grijalva, Aquatics Supervisor; and Armando Hegdahl, Management Analyst

AB 2449 DISCLOSURES None.

CONSENT CALENDAR

MOTION A motion was made by Chair Fraijo, seconded by Vice Chair Roman, to approve the Consent Calendar, except for Item No. 6C, which was removed for separate consideration. The motion was unanimously approved.

ITEM NO. 6A
MINUTES OF
THE MEETING HELD
APRIL 2, 2025, **MINUTES OF THE MEETING HELD APRIL 2, 2025**
The minutes of the meeting held April 2, 2025, were approved as presented.

ITEM NO. 6B
RECREATION
MANAGER UPDATE **RECREATION MANAGER UPDATE**
The Recreation Manager Update was received and filed.

ITEM NO. 6C
AQUATICS
SUPERVISOR UPDATE **AQUATICS SUPERVISOR UPDATE**
The Aquatics Supervisor update was received and filed.

ITEM NO. 6D
PUBLIC WORKS
SUPERVISOR UPDATE **PUBLIC WORKS SUPERVISOR UPDATE**
The Public Works Supervisor Update was received and filed.

END OF CONSENT CALENDAR

SPONTANEOUS
COMMUNICATIONS There were no speakers.

NEW BUSINESS

ITEM NO. 8A
SUMMER PARK
PATROL UPDATE

SUMMER PARK PATROL UPDATE – VERBAL BY CHIEF
HOFFORD

CHIEF HOFFORD

Chief Hofford updated the Board regarding the Police Department's plans for summer park patrols. He compared the current year's statistics to those from 2024 and noted that calls for suspicious subjects have reduced from 40% to 10%, potentially since officers have spent more time at the parks. He added that license plate readers have been installed at City entrances and advised that an officer has been assigned to be present at the park every evening when it closes, and two officers will be present during special events, such as the Red, White, and You BBQ and the Music and Movies in the Park.

Responding to several questions by the Commissioners, Chief Hofford advised that he would follow up with the number of times officers drive through the parking lot of Jardin de Roca Park while on patrol and indicated that police cars are often parked at the parks to increase visibility. He also noted that all Police Department staff are required to work on July 4 and will have drones in the air to deter illegal fireworks use.

COMMISSIONER
KELLY

Commissioner Kelly asked about residents' ability to drive through city streets on July 4 since many streets tend to be closed, to which Chief Hofford advised that he would have to follow up on the request.

CHAIR FRAIJO

Chair Fraijo commended the members of the Police Department for their efforts in establishing a personal relationship with members of the community.

ITEM NO. 8B
WALKTHROUGH OF
IRWINDALE PARK
AND JARDIN DE ROCA
PARK

WALKTHROUGH OF IRWINDALE PARK AND JARDIN DE ROCA
PARK

DENA ZEPEDA

Dena Zepeda cautioned the Commission about a loose Rottweiler that has been spotted at the Skate Park and commended the Commission for its strong communication with residents.

COMMISSION
DEPARTURE

The Commission departed on a walkthrough of Irwindale and Jardin de Roca Parks and made the following observations:

IRWINDALE PARK

Add lighting to horseshoe pit

Wood around sand is breaking at horseshoe pit

Place signs on restrooms for Public Works repairs

Fix/Replace cracked baby changing stations at both restrooms

Place signs above baby changing stations "Do not sit on baby changing stations"

Spray paint ADA Seating on ADA seating area south of Softball Field Bleachers

Add more plants with color and completely fill each pod with flowers at the Memorial Garden

Inspect the condition of the Magnolia Tree between the playground and softball field

Clean up the grass area around playground (messy)

Trim Palm Trees near Picnic Shelter

Repair toilet push button in Men's Restroom near playground

Remove twig from fountain on restrooms near playground

Fix leaning signs near east end parking lot

Remove social distancing stickers from around playground

Replace padding on play equipment in playground area

Remove ants from playground area

Zip tie overhead lighting in plaza

JARDIN DE ROCA PARK

Clean bus stop adjacent to park/graffiti on bus bench

Remove and reinstall drains around basketball court

Repair stucco on restroom building

Clean light covers above sinks

Remove social distancing stickers from all areas of park

Replant vines on empty vertical planter boxes

Remove graffiti from restrooms on west side

Replace toilet paper in restrooms

Replace sticker on swings

Replace rusted BBQs in various areas of park; install larger BBQs near main picnic areas

Repair leak from drinking fountain/dog water station

Remove graffiti on trellis south of skate area

ITEM NO. 8C
CODE OF CONDUCT
FOR THE PUBLIC
SERVICES DEPT.

CODE OF CONDUCT FOR THE PUBLIC SERVICES
DEPARTMENT

DIRECTOR RODRIGUEZ Director Rodriguez introduced the report and made a PowerPoint presentation.

DISCUSSION HELD Discussion was held relating to the policy and the Commissioners made several suggestions, such as:

- 1) Requesting that patrons notify staff of any policy violations as soon as possible,
- 2) Program participants are also expected to follow rules of conduct when visiting facilities outside of Irwindale,
- 3) The ages by which children must be left with a responsible adult when visiting the various city facilities,
- 4) That the policy must be applied fairly and equally to all persons that visit city facilities,
- 5) Consequences for violations, which should be balanced with the desire to help nurture the youth,
- 6) The way adult patrons would acknowledge receipt and compliance with the policy,

DIRECTOR RODRIGUEZ Director Rodriguez advised that the suggestions made by the Commission would be included as a redline version and presented to the Commission at its next meeting for further consideration.

PUBLIC SERVICES **DIRECTOR UPDATE**

DIRECTOR RODRIGUEZ Director Rodriguez presented the following update:

- 1) Applications are currently being accepted for various open positions in the City.
- 2) She provided information on how to protect against mosquitoes.
- 3) She also provided details about the upcoming 5th Annual Recycling Event; the Senior Center will also host a parking lot sale on the same day.
- 4) She then provided details on several upcoming "Too Toxic to Trash" events.

COMMISSIONER **COMMENTS AND** **FUTURE DISCUSSION** **REQUESTS**

VICE CHAIR ROMAN Vice Chair Roman asked whether class prices can be prorated for those that start the classes late, to which Director Rodriguez indicated that there are no provisions for prorating fees.

Responding to an additional question from Vice Chair Roman, Chair Fraijo noted that the Code of Conduct Policy applies to all city facilities.

CHAIR FRAIJO

Chair Fraijo asked for an update on the budget, to which Director Rodriguez advised that a budget workshop will be held tomorrow and that the Council will hold a public hearing at its June 25 meeting where it will be discussed further.

Chair Fraijo also asked about the spaces that will be left vacant at the existing Library building once staff relocates to the new Library building, to which Director Rodriguez advised that the spaces will be used by the Recreation Department for the KidZone and Tots' programs, which would free up room at the gym. Chair Fraijo stated that the Commission wishes to have input on how the available space should be used. She also requested to discuss the status of the items requested from the two Commission walkthroughs held recently.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 9:08 p.m.

Armando Hegdahl, CMC
Management Analyst

City of
IRWINDALE
AGENDA REPORT

Date: July 2, 2025

To: Honorable Chair and Members of the Parks & Recreation Commission

From: Elizabeth Rodriguez, Public Services Director

Issue: Recreation Manager Update

Public Services Director's Recommendation:

Receive and file the Recreation Manager Update.

Administrative Action:

Submitted by:

Elizabeth Rodriguez, Public Services Director

Prepared by:

Priscilla Zepeda, Recreation Manager

Background and Analysis:

June Highlights:

On June 9th, Recreation staff held their 2025 Inservice. Staff had the opportunity to take part in emergency scenarios, learn inclusion tips, transitions, teamwork, weight room and cardio room procedures, Summer lunch and Kidzone snack protocol, as well as radio etiquette and code calls. The annual inservice not only provides opportunities for learning, sharing and team building, but it also allows full-time staff the opportunity to learn presentation and training skills. Special thanks to Public Services Director Elizabeth Rodriguez, Senior Center Manager Eloise Beltran, Aquatics Supervisor Daniel Grijalva, and Senior Bus Driver Norma Trujillo for introducing themselves and the services they provide to all our team members. Thank you to Delfina Osterheim, Luana Acuna, Delicia Ponce, Sonia Dominguez, Evan Farias, Amanda Orosco and Claudia Ruiz for their presentations. Together we grow and build each other up. Team Irwindale ROCKS!

RockAbilities BBQ and Summer Olympics was held on June 11th. A special thank you to all our volunteers, especially United Rock Products who not only provided 25 volunteers for the event, but also sponsored food for 250 participants. The event was held in the plaza at Irwindale Park. The next RockAbilities event will be the Bingo Bash held on July 9th.

On Wednesday, June 18th, the Irwindale Teen Club hosted the Ribbon Cutting Ceremony for the new Teen/Game Room. Teen Club Vice President Motley Gonzalez thanked the City on behalf of the Teen Club and accepted commendations from Senator Susan Rubio's office and Assemblywoman Blanca Rubio's office, as well as a generous donation from the Irwindale Lions Club. Thank you to all who came to celebrate and Chair Paula Fraijo for serving as the Master of Ceremonies.

Recreation Aide recruitment deadline was June 20, 2025. The deadline for Seasonal Recreation Aides was June 30, 2025.

Summer Kidzone 2025 has begun

Summer is well underway in the Kidzone program. On Monday, June 16th, Kidzone opened its doors for a summer of fun. Currently, enrollment stands at 49 participants. A full update on the Kidzone waiting list numbers will be presented during the Public Services Director's report.

Announcement/ News

- Five HVAC units at the Dan Diaz Recreation Center were replaced and fully operational on Tuesday, June 17th.
- Special thank you to the San Gabriel Valley Council of Governments (SGVCOG) for their presentation on Coyote safety for the Kidzone program that took place on June 19th.

Save the Dates

- July 1: Day Camp - AMC Movie
- July 2: Family Beach Trip
- July 3: Music in the Park - Fortunate Sons
- July 4: 4th of July Fireworks Spectacular
- July 7: Sunset Cinema - The Unbreakable Boy
- July 8: Day Camp - Soak City
- July 9: RockAbilities Bingo Bash - Dan Diaz Recreation Center
- July 9: Family Beach Trip
- July 10: Music in the Park - County Vision
- July 14: Sunset Cinema - Paddington in Peru
- July 15: Day Camp - Great Wolf Lodge
- July 16: Family Beach Trip
- July 17: Music in the Park - The Dreamboats
- July 21: Sunset Cinema - Inside Out 2
- July 22: Day Camp - Johns Incredible Pizza
- July 23: Family Beach Trip
- July 24: Music in the Park - The Company Band
- July 28: Sunset Cinema - Grease
- July 29: Day Camp - Raging Waters
- July 30: Family Beach Trip
- July 31: Music in the Park - Cold Duck

Attachments:

None

City of
IRWINDALE
AGENDA REPORT

Date: July 2, 2025

To: Honorable Chair and Members of the Parks & Recreation Commission

From: Elizabeth Rodriguez, Public Services Director

Issue: Aquatics Supervisor Update

Public Services Director's Recommendation:

Receive and file the Aquatics Supervisor Update

Administrative Action:

Submitted by:

Elizabeth Rodriguez, Public Services Director

Prepared by:

Daniel M. Grijalva, Aquatics Supervisor

Background and Analysis:

June Highlights

Aquatics Center KICKS OFF SUMMER!

The first day of recreational swimming began on Friday, June 6, 2025, with sessions running from 12:00pm–4:00pm and again for night swimming from 6:00pm–9:00pm. Staff were excited to welcome patrons back and were especially pleased to see the new deck furniture being enjoyed throughout the day. One of the highlights was hearing the sweet sound of the diving boards back in action—a long-awaited return that was highly requested by both patrons and community members.

Dive-In Cinema is Off to a Great Start!

We've kicked off the season with an awesome turnout for Dive-in Cinema with 3 *Ninjas* and *Shrek*! It's been amazing to see families and friends enjoying movies under the stars—and in the water! Our staff is excited for July's upcoming showings. Join us next Friday, July 11th for Disney's Heavyweights

Splash and Play Day: Father's Day weekend.

From deck games and splash towers to raft races and diving boards, there was non-stop fun for every member of the family. Splash and Play was a day filled with laughter, competition, and unforgettable memories. Thank you to everyone who came out and made it a day to remember!

Swim lessons, Adult Learn to swim lessons, Parent & Me:

- Swim lessons are off to a fantastic start for the summer with 93 participants registered: 42 residents and 49 non-residents for session one, which ended on Friday, June 27th. Registration for session two opened for residents to register on Monday, June 23rd and non-residents on Monday, June 30th, both at 5pm.
- Adult lessons currently have 10 patrons registered: 5 residents and 5 non-residents.
- Parent & Me is almost full for both classes. The 10:30am class has 19 families registered, 5 families are residents and 14 families are non-residents. The 11:00am class has 18 families registered; 4 families are residents and 14 families are non-residents.

Announcement/ News

- Recreational swimming will be offered from 11am- 3pm this Friday, July 4th.
- The Senior Center will be hosting their Annual Luau at the Aquatics Center on Friday, July 18th, from 6pm-9pm. The Aquatics Center will be closed for operations after the conclusion of swim lessons that day to allow for set up of this event.
- The Family Luau event will be hosted on Saturday, July 26th, from 2pm-5:30pm. Please come join us for a family fun-filled day for all ages and enjoy some food, activities, swimming, water play and live entertainment.
- The Community Luau will take place the following Saturday, August 2nd, from 6pm-9pm.

Save the Dates

- June 30: Non-resident registration day for Swim lessons/Dive-in Cinema
- July 3: Community Service Expo at Music in the Park
- July 4: Fourth of July recreational swim scheduled from 11am-3pm
- July 7: Resident registration day for the Family Luau at 5pm
- July 11: Dive-in Cinema: "HEAVYWEIGHTS" at 7pm
- July 12: Splash and Play Day from 12:00pm-4:00pm
- July 14: Resident registration day for Session #3 of Swim lessons, Family Luau Stand-By at 5pm
- July 15: Non-resident registration day for the Family Luau at 5pm
- July 18: Senior Center Luau (Hosted at the Aquatics Center)
- July 21: Registration for Community Luau Stand-bys at 5pm
- July 22: Non-resident registration for Community Luau at 5pm
- July 25: Dive in Cinema: "Lilo and Stich" at 7pm
- July 26: Family Luau from 2pm-5pm

Attachments:

None

City of
IRWINDALE
AGENDA REPORT

Date: July 2, 2025

To: Honorable Chair and Members of the Parks & Recreation Commission

From: Elizabeth Rodriguez, Public Services Director

Issue: Public Work Supervisor Update

Public Services Director's Recommendation:

Receive and file the Public Works Supervisor Update

Administrative Action:

Submitted by:

Elizabeth Rodriguez, Public Services Director

Prepared by:

Pedro Rodriguez, Public Works Supervisor

Background and Analysis:

June Highlights

Irwindale's 5th Annual Recycling Event a Success!

Irwindale's Public Services held its 5th Annual Recycling Event on Saturday, June 14th, with impressive results. Athens Services provided 5 tons of compost, and over 200 buckets were distributed to residents. Staff also collected three buckets of household batteries, five bags of clothing donations, and facilitated the shredding of ten security containers of confidential materials. Vendors present included Athens Services, ThermostatCare, and Allan Company Recycling.

Parks and Facility Maintenance Update

The City of Irwindale's Public Services staff have been busy with various maintenance and upgrade projects across city parks and facilities. At Irwindale Park, the playground's pour-in-place surfacing was repaired and given a fresh roll coat, ensuring a safer and more appealing play area. Additionally, West Coast Arborists recently trimmed palm trees along the ball field fencing and other areas within Irwindale Park, as requested by the commission. Jardin de Roca Park also saw significant repairs, with staff successfully fixing a mainline ball valve damaged by tree roots. The Parks Lead has scheduled a few more irrigation repairs for the park to ensure efficient watering. The Memorial Garden's irrigation controller was upgraded to the Hunter Industries Centralus Web-Based system, bringing the total to five controllers now on this modern system.

Facility Maintenance & Upcoming Training

Facility Maintenance continues to retrofit lighting inside and outside city buildings, enhancing energy

efficiency and visibility. Staff also addressed plumbing issues at the Dan Diaz Recreation Center and repaired the storage rack for tables located under the stage. Looking ahead, staff are scheduled to attend additional training sessions in the coming months, further developing their skills and expertise.

Upcoming Events

The city is gearing up for the 4th of July festivities! Staff have already put up the banner, and the 10-acre Housing Authority-owned site is prepared for the Annual Fireworks Show.

Attachments:

None

City of
IRWINDALE
AGENDA REPORT

Date: July 2, 2025

To: Honorable Chair and Members of the Parks & Recreation Commission

From: Elizabeth Rodriguez, Public Services Director

Issue: City Council Adopted Fiscal Year 2025/2026 Budget for Public Services

Public Services Director's Recommendation:

Receive and file the City Council Adopted Fiscal Year 2025/2026 Budget for Public Services

Administrative Action:

Submitted by:

Elizabeth Rodriguez, Public Services Director

Prepared by:

Elizabeth Rodriguez, Public Services Director

Background and Analysis:

On June 25, 2025, City Council adopted City Ordinance No. 798 entitled: "**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ADOPTING THE BUDGET FOR FISCAL YEAR 2025-2026.**" The adoption of the budget included the following:

DIVISION: IRWINDALE AQUATICS	
ITEM	ONGOING
Personnel – Aquatics Assistant	\$98,505.36
TOTAL:	\$98,505.36

DIVISION: IRWINDALE RECREATION	
ITEM	ONGOING
Field Trips - Teens	\$ 2,000
Field Trips - Tots	\$ 6,000

Stage Lighting for Music in the Park	\$ 3,500
Red, White & You – Band, Stage & Sound	\$ 5,300
TOTAL:	\$16,800

**Day Camp (\$3,000) and Special Events – Halloween (\$1,500) were administratively approved.*

***Personnel: Increase in part-time hours from 17,938 to 25,000, includes the addition of seasonal staff from June to September with the possibility to work events throughout the year.*

Additionally, the City Council **adopted Resolution No. 2025-52-3640** entitled "**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IRWINDALE ACCEPTING AND APPROVING THE IRWINDALE COMMUNITY FOUNDATION FISCAL YEAR 2025-2026: 1) OPERATING ANNUAL BUDGET; 2) REALLOCATION OF PREVIOUSLY DONATED FUNDS; AND 3) CARRY FORWARD PREVIOUS YEAR'S BUDGET.**" The adoption of this Resolution included the following:

DIVISION: IRWINDALE AQUATICS	
ITEM	ONGOING
Aquatics Expo	\$ 2,000
Red, White & You BBQ	\$ 1,000
Luau	\$ 7,000
Shark Shack	\$ 5,000
TOTAL:	\$15,000

DIVISION: IRWINDALE RECREATION		
ITEM	ONGOING	ONE-TIME
Cheer Uniforms		\$ 7,200
Snow Zone at Christmas Spectacular	\$ 6,000	
Disneyland Trip for Day Camp and Teens		\$ 9,000
RockAbilities Events/Field Trips	\$ 6,100	
RockAbilities Field Trips	\$ 6,000	
RockAbilities Other (given by foundation)	\$ 4,000	

Kindness Krew	\$ 1,000	
Silent Sound System		\$ 3,600
Contracted Instructors	\$12,000	
Family Trip - NFL Game	\$ 4,000	
Adult Fishing Trip	\$13,040	
SUB TOTAL:	\$52,140	\$19,800
TOTAL:	\$71,940	

DIVISION: IRWINDALE MAITNENANCE	
ITEM	ONGOING
Program Supplies for Community Outreach Class	\$750
TOTAL:	\$750

Attachments:

None

City of
IRWINDALE
AGENDA REPORT

Date: July 2, 2025

To: Honorable Chair and Members of the Parks & Recreation Commission

From: Elizabeth Rodriguez, Public Services Director

Issue: Unleashed Dogs in City Parks

Public Services Director's Recommendation:

Receive and file the unleashed dogs in City Parks update.

Administrative Action:

Submitted by:

Elizabeth Rodriguez, Public Services Director

Prepared by:

Elizabeth Rodriguez, Public Services Director

Background and Analysis:

At the June 4, 2025 Parks & Recreation Commission Meeting, Commissioner Duran expressed concerns about unleashed dogs in City Parks, specifically Jardin de Roca Park and requested staff research how to ensure pet owners are using leashes on their dogs when visiting City Parks. The City of Irwindale Municipal Code Chapter 9.16 Conduct in Public Parks, Section 9.16.020 (A) Prohibited activities states, "To lead or let loose any animal or fowl of any kind; provided, that this shall not apply to dogs when led by a leash or chain not more than six feet long and under full control of its owner or custodian; and Section 9.16.020 (T) Prohibited activities states, "To lead or let loose any dog within fifteen feet of designated school bus zones during the fifteen minutes before and after pick-up and drop-off times; provided, that this shall not apply to service dogs when led by a leash or chain not more than size feet long and under full control of its owner or custodian and/or homeowners with property abutting a designated school bus zone. Signs outlining the prohibited activities are posted throughout all City parks. The signs clearly state that dogs must be on a leash.

Staff reached out to the Irwindale Police Department to receive feedback on how residents and patrons using City parks should report individuals who are not following any of the City's rules and regulations as stated on these signs. Staff were informed by the Irwindale Police Department to call the Police non-emergency number, (626) 430-2244, unless the dog is violent in which you should call 911. If it is the desire of the Commission, Staff are able to create signage and post around the city park encouraging patrons to contact the police department if patrons are not keeping their dogs on their leashes while visiting City parks.

Attachments:

None