



CITY OF IRWINDALE

5050 N. IRWINDALE AVE., IRWINDALE CA 91706 • PHONE: (626) 430-2200 • FACSIMILE: 962-4209

PAULA FRAIJO
CHAIR

BELEN ZEPEDA
VICE CHAIR

MARGUERITE
S. LOPEZ
COMMISSIONER

TERESA ORTIZ
COMMISSIONER

CARMEN ROMAN
COMMISSIONER

AGENDA FOR THE REGULAR MEETING OF THE

PARKS & RECREATION COMMISSION

APRIL 7, 2021

6:00 P.M.

VIA VIDEOCONFERENCE

(Closed to the Public)
Pursuant to Executive Order N-29-20

The Governor has declared a State of Emergency to exist in California because of the threat of COVID-19 (aka the "Coronavirus"). The Governor also issued Executive Order N-25-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still meeting state transparency requirements.

The public's health and well-being are the top priority for the City, and you are urged to take all appropriate health safety precautions. To facilitate this process, the meeting and opportunities to participate will also be available through the following options:

Registration URL:

<https://us02web.zoom.us/j/83373897360>

Webinar ID:

833-7389-7360

*You will be connected to audio using your computer's microphone and speakers (VoIP).
A headset is recommended.*



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, or unless certain emergency or special circumstances exist. The Parks & Recreation Commission may request from staff to investigate and/or schedule certain matters for consideration at a future Commission or City Council meeting.

Americans with Disabilities Act: In compliance with the ADA, if you need special assistance to participate in a Commission meeting or other services offered by this City, please contact City Hall at (626) 430-2200. Assisted listening devices are available at this meeting. Ask the Deputy City Clerk if you desire to use this device. Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with disabilities. 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 by appointment only at the office of the 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 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 Commissioner.

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

IRWINDALE PARKS & RECREATION COMMISSION



- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. INVOCATION
- D. ROLL CALL: Commissioners: Marguerite S. Lopez, Teresa Ortiz, Carmen Roman
Vice Chair Belen Zepeda, Chair Paula Fraijo

SPONTANEOUS COMMUNICATIONS

This is the time set aside for members of the audience to speak on items not on this agenda. State law prohibits any Commission discussion or action on such communications unless 1) the Commission by majority vote finds that a catastrophe or emergency exists; or 2) the Commission by at least four votes finds that the matter (and need for action thereon) arose within the last five days. Since the Commission cannot participate (except as stated) it is requested that all such communications be made in writing so as to be included on the next agenda for full discussion and action. If a member of the audience feels he or she must proceed tonight, then each speaker will be limited to three minutes unless such time limits are extended.

1. CONSENT CALENDAR

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

A. Minutes

Recommendation: Approve the following minutes:

- 1. Special meeting of February 17, 2021
- 2. Regular meeting of March 3, 2021

2. NEW BUSINESS

A. Jardin de Roca Skate Park Basketball and Tennis Court Repairs and Resurfacing

Recommendation: Receive an update and provide comments and approval on the new colors.

B. Exercise Equipment Update

Recommendation: Receive and file the update on exercise equipment for the Dan Diaz Recreation Center.

C. Draft Park Bench Plaque Dedication Policy

Recommendation: Approve the draft Park Bench Plaque Dedication Policy ("Policy") and recommend that the Policy be presented to the City Council for consideration at its next regularly scheduled meeting.

3. RECREATION DEPARTMENT UPDATE
4. PUBLIC WORKS DEPARTMENT UPDATE
5. ASSISTANT CITY MANAGER UPDATE
6. COMMISSIONER ITEMS AND REQUESTS
7. ADJOURN

AFFIDAVIT OF POSTING

I, Armando Hegdahl, Management Analyst, certify that I caused the agenda for the regular meeting of the Irwindale Parks & Recreation Commission to be held on April 7, 2021, to be posted at the City Hall, Library, and Post Office on April 1, 2021.

Armando Hegdahl

Armando Hegdahl, CMC
Management Analyst

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

Parks and Recreation Commission
Item No. 1A1
April 7, 2021

FEBRUARY 17, 2021
WEDNESDAY
6:00 P.M.

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

ROLL CALL:

Present: Commissioners Marguerite S. Lopez, Teresa Ortiz, Carmen Roman, Vice Chair Belen Zepeda; Chair Paula Fraijo

Also present: Theresa Olivares, Assistant City Manager; Priscilla Zepeda, Recreation Manager; Elizabeth Rodriguez, Public Works Services Manager; Pedro Rodriguez, Public Works Services Supervisor; and Armando Hegdahl, Management Analyst

SPONTANEOUS COMMUNICATIONS

SUZANNE GOMEZ

Suzanne Gomez thanked the City for allowing residents to honor their loved ones with a dedication video for the memorial pavers. She also suggested that the City hire consultants to aid in cognitive development of children and teens, and for the Teen Club meetings to be educational rather than just social gatherings.

CONSENT CALENDAR

MOTION

A motion was made by Chair Fraijo, seconded by Commissioner Lopez, to approve the Consent Calendar. The motion was unanimously approved.

ITEM NO. 1A
MINUTES

MINUTES

The following minutes were approved as presented:

1) Regular meeting held January 6, 2021.

END OF CONSENT CALENDAR

NEW BUSINESS

ITEM NO. 2A
JARDIN DE ROCA
FITNESS EQUIPMENT
UPDATE

JARDIN DE ROCA FITNESS EQUIPMENT UPDATE

PUBLIC WORKS
SERVICES MANAGER
RODRIGUEZ

Public Works Services Manager Rodriguez presented the update and made a PowerPoint presentation showing where the equipment has been installed.

COMMISSIONER LOPEZ	Commissioner Lopez stated her opinion that some of the installed equipment is geared mostly for professional athletes and that the average user may be injured if they use it. She also complained that the Commission should have been consulted before the equipment was installed.
MANAGER RODRIGUEZ	Manager Rodriguez noted that the equipment was obtained through a grant. She also indicated that she would consult with the City's Risk Manager to mitigate any risk of liabilities, and noted that staff could perhaps place a sign warning users that they would be using the equipment at their own risk.
CHAIR FRAIJO	Chair Fraijo asked about increased costs for the installation of the equipment due to the need to obtain permits, to which Manager Rodriguez advised that the extra expenditure would be covered by the CA JPIA Account for Accessibility, and that staff would therefore not need to request any additional funding. Chair Fraijo also asked about the selection of the equipment, to which Manager Rodriguez indicated that four pieces of equipment would be installed at the Senior Center and the other four at Jardin de Roca Park.
COMMISSIONER LOPEZ	Commissioner Lopez repeated her concern that the Commission should have been consulted, to which Manager Rodriguez advised that the Commission was informed on March 4, 2020, and was shown photos of the equipment at that time.
CHAIR FRAIJO	Chair Fraijo thanked staff for working on obtaining the grant, and clarified that the Commission simply wants to be part of these types of processes.
COMMISSIONER LOPEZ	Responding to a request by Commissioner Lopez, Assistant City Manager Olivares indicated that photos of the equipment that were installed at the Senior Center could be provided at next month's meeting.
COMMISSIONER ROMAN	Commissioner Roman asked whether instructions on how to use the equipment would be posted, to which Manager Rodriguez indicated that stickers with instructions are placed on each piece of equipment.
CHAIR FRAIJO	Chair Fraijo requested that this matter be placed on the agenda for next month's meeting so that photos of finalized installation of the equipment at both the park and the Senior Center could be presented.
<u>ITEM NO. 2B</u> PARK BENCH PLAQUE DEDICATION	PARK BENCH PLAQUE DEDICATION POLICY

POLICY

ASSISTANT CITY MANAGER OLIVARES	Assistant City Manager Olivares presented the report.
CHAIR FRAIJO	Chair Fraijo questioned the need for the Commission to address this matter, and noted that the Memorial Garden was developed specifically to honor the residents' loved ones. She noted that there are not enough benches to honor all of the residents' deceased loved ones.
COMMISSIONER LOPEZ	Commissioner Lopez also asked general questions about the proposed process.
COMMISSIONER ROMAN	Commissioner Roman read from a prepared statement where she spoke in favor of reserving bench dedications exclusively for women who have made a significant impact to the community.
COMMISSIONER ORTIZ	Commissioner Ortiz stated that bench dedications may be redundant since the Memorial Garden has already been developed.
ASSISTANT CITY MANAGER OLIVARES	Assistant City Manager Olivares advised that the City Council brought this matter forward and staff was instructed to present the idea to the Commission for input. She noted that any recommendations made by the Commission would be included in the draft policy so that it could be presented to the Council.
CHAIR FRAIJO	Chair Fraijo suggested that the draft policy be prepared and presented to the Commission so that the Commissioners may review it and make recommendations.
COMMISSIONER LOPEZ	Responding to a question by Commissioner Lopez about who would decide whether an individual would receive a dedication, Chair Fraijo warned that this process would probably create problems since there are many individuals that would likely want to dedicate benches to their loved ones.
COMMISSIONER ROMAN	Commissioner Roman stated that she would like to see the draft policy.
MANAGER RODRIGUEZ	Manager Rodriguez stated that there are approximately 20 to 25 benches in Irwindale Park, but that she would have them counted and report back to the Commission.
ASSISTANT CITY MANAGER OLIVARES	Assistant City Manager Olivares advised that the recommendations made by the Commission would be incorporated into the draft policy; however, the bench being dedicated to Rosie Guerrero would proceed since it was a direct request from the City Council. She noted that the

policy would apply to living and deceased residents of Irwindale and that, should the Commission wish for the policy to include the possibility of dedicating benches to employees, staff would include it in the draft.

COMMISSIONER
LOPEZ

Commissioner Lopez suggested also allowing for the recognition of City employees.

Responding to a question by Commissioner Lopez, Manager Rodriguez advised that the plaques would be approximately 3 x 6 inches.

COMMISSIONER
ROMAN

Commissioner Roman reiterated her desire for the benches to be dedicated only to female residents of Irwindale. She stated that this would not be sexist and that the intent is to honor women who have made significant contributions to the city.

COMMISSIONER
LOPEZ

Commissioner Lopez questioned Commissioner Roman's recommendation.

ASSISTANT CITY
MANAGER OLIVARES

Assistant City Manager Olivares advised that the Council's direction was for living and deceased residents, and that it did not identify a specific gender.

SUZANNE GOMEZ

Suzanne Gomez spoke in favor of creating a fair process to honor loved ones.

CHAIR FRAIJO

Chair Fraijo requested that staff present the draft policy and cost analysis to the Commission at next month's meeting.

ITEM NO. 2C
IRWINDALE SWIMMING
POOL OPERATIONS
& MAINTENANCE

IRWINDALE SWIMMING POOL OPERATIONS & MAINTENANCE

ASSISTANT CITY
MANAGER OLIVARES

Assistant City Manager Olivares presented the staff report.

CHAIR FRAIJO

Chair Fraijo questioned the reason behind the request to make the Swimming Pool its own department, and noted that the pool has operated efficiently under the Recreation Department for many years.

COMMISSIONER
LOPEZ

Responding to a comment by Commissioner Lopez, Manager Rodriguez advised that a certified pool operator has been contracted to ensure that the pool chemicals are at the proper levels.

CHAIR FRAIJO

Responding to a question by Chair Fraijo, Commissioner Roman stated that the responsibility of bussing children to school was

transferred from the Recreation Department to the Public Works Services Department. Similarly, the Crossing Guard position was shifted from the Recreation Department to the Police Department. She stated her belief that the Swimming Pool should be its own department to add stability.

COMMISSIONER
LOPEZ

Commissioner Lopez asked what would happen to existing staff if the Pool is made into its own department, to which Assistant City Manager Olivares advised that options are being evaluated as relates to existing staff and supervision of the proposed new department, under the direction of the City Council.

CHAIR FRAIJO

Chair Fraijo stated that the Pool has been staffed and operated successfully by the Recreation Department for decades, and questioned the benefits of making the Pool its own department

COMMISSIONER
LOPEZ

Responding to a question by Commissioner Lopez, Assistant City Manger Olivares advised that the Classification and Compensation Study that was completed several years ago included job descriptions for all staff positions that existed at that time. Although the Assistant Pool Manager position did exist, a Pool Manager position did not, and as such, no job description was prepared for a Pool Manager position.

CHAIR FRAIJO

Chair Fraijo noted that transportation services are generally not operated by Recreation Departments. Similarly, Crossing Guards are generally supervised by Police Departments. She further stated her belief that the aquatics are recreational activities that should be overseen by the Recreation Department.

SUZANNE GOMEZ

Suzanne Gomez spoke very highly of existing staff that work at the Pool.

CHAIR FRAIJO

Chair Fraijo recommended leaving the Pool under the Recreation Department.

VICE CHAIR ZEPEDA

Vice Chair Zepeda concurred with Chair Fraijo and agreed that the Recreation Department should oversee the Pool functions.

COMMISSIONER
ORTIZ

Commissioner Ortiz agreed with Chair Fraijo and Vice Chair Zepeda.

MOTION

A motion was made by Chair Fraijo, seconded by Commissioner Lopez, to recommend to the City Council that the Pool remain under the supervision of the Recreation Manager. The motion was approved, with Commissioner Roman opposed and all others in favor.

RECREATION
DEPARTMENT
BUDGET

RECREATION
MANAGER ZEPEDA

Recreation Manager Zepeda presented the staff report.

CHAIR FRAIJO

Replying to a question by Chair Fraijo, Manager Zepeda advised that she could provide additional details on the remaining funds to be expended during fiscal year 20/21.

COMMISSIONER
ROMAN

Commissioner Roman asked clarifying questions about the budget, to which Manager Zepeda advised that the pandemic caused many programs and activities to be cancelled, and as such, funding for these programs was not allocated. However, funding was subsequently received when the Irwindale Community Foundation made its donation.

COMMISSIONER
LOPEZ

Commissioner Lopez asked to receive the salaries of all employees, to which Chair Fraijo noted that salaries for public employees are public information and can be viewed anytime.

ASSISTANT CITY
MANAGER OLIVARES

Assistant City Manager Olivares stated that staff can provide the Classification and Compensation Study that was prepared, which identifies the salaries of each position.

COMMISSIONER
ROMAN

Commissioner Roman asked additional clarifying questions about the budget, to which Assistant City Manager Olivares repeated that budgets were prepared in March and approved in June. At that time, staff was still uncertain whether certain events and activities could be held. Staff was subsequently informed that some activities, such as the ones held in the pool, were not permitted. However, staff was prepared to request additional funding from the City Council if necessary to cover the costs of said activities once they were permitted to take place.

CHAIR FRAIJO

Chair Fraijo thanked staff and the Council for always working together to find ways to fund programs that benefit the community.

Responding to a question by Chair Fraijo, Assistant City Manager Olivares indicated that the second budget workshop, which will take place in March, would also offer an opportunity for further comments and questions.

COMMISSIONER
ROMAN

Commissioner Roman thanked staff for preparing and presenting budgetary documentation that was easier to understand.

ITEM NO. 2E
FY 2021-2022
RECREATION BUDGET

FY 2021-2022 RECREATION BUDGET

RECREATION
MANAGER ZEPEDA

Recreation Manager Zepeda presented the staff report.

COMMISSIONER
LOPEZ

Commissioner Lopez requested that staff reach out to a specific band to perform at the Summer in the Park concert series.

COMMISSIONER
ROMAN

Commissioner Roman requested budgeting for a fireworks show, if a show could be held safely.

CHAIR FRAIJO

Chair Fraijo spoke in favor of resuming pool activities to full capacity and implementing a swim team, once it becomes feasible to do so. She also suggested implementing anti-bullying programs when school starts up and possibly collaborating with the Police Department for said programs. She also suggested that staff look into offering skateboarding classes so that the Skate Park is used more frequently. She then spoke in favor of offering free programs and activities to residents, or possibly implementing scholarship programs for participating residents.

COMMISSIONER
ORTIZ

Commissioner Ortiz suggested possibly starting up water polo activities.

RECREATION
MANAGER ZEPEDA

Recreation Manager Zepeda suggested the following programs and events and requested input by the commissioners on the suggestions: 1) Virtual Program Budget, 2) MariachiFest, 3) Healthy Irwindale, 4) FitKids Program, and 5) BlenderBike.

CHAIR FRAIJO

Responding to a question by Chair Fraijo, Recreation Manager Zepeda advised that the proposed Healthy Irwindale and FitKids programs would incur minimal costs, mostly due to incentive items for participants.

Chair Fraijo spoke favorably of all the programs suggested by Manager Zepeda and suggested that funding be requested from the Council for all of them.

COMMISSIONER
ROMAN

Commissioner Roman spoke highly of the Healthy Irwindale suggestion as well as about MariachiFest.

COMMISSIONER
ORTIZ

Commissioner Ortiz stated that she liked the idea of the BlenderBike.

DENA ZEPEDA

Dena Zepeda spoke highly of the Recreation staff and the amazing programs they have implemented.

CHAIR FRAIJO Chair Fraijo suggested that funding be allocated for ongoing virtual events and activities.

RECREATION MANAGER ZEPEDA Recreation Manager Zepeda stated that she would work on presenting all the suggestions to the City Council and ask for funding.

ITEM NO. 2F
EASTER
EGGSTRAVAGANZA
(VERBAL UPDATE) EASTER EGGSTRAVAGANZA (VERBAL UPDATE)

RECREATION MANAGER ZEPEDA Recreation Manager Zepeda presented the update and made several suggestions as to how the Easter Eggstravaganza could be held, and requested input by the commissioners.

DISCUSSION HELD Discussion was held about which options would be the most appropriate for the program.

CHAIR FRAIJO Chair Fraijo suggested that staff ensure that sufficient giveaways be purchased in order to provide some to every child that wants to participate. She also suggested involving the Police Department and/or Fire Department to make the event even more exciting.

DENA ZEPEDA Dena Zepeda spoke against requiring participants to register beforehand.

MOTION A motion was made by Chair Fraijo, seconded by Commissioner Roman, to recommend that the Easter Eggstravaganza be held via a "Bunny Drive By" where the city mascot Rocky and the Easter Bunny would drive through city streets and hand out Easter bags. The motion was approved with all members in favor except for Commissioner Lopez, who opposed.

RECREATION
DEPARTMENT UPDATE

RECREATION MANAGER ZEPEDA Recreation Manager Zepeda provided an update on the following programs and activities:

- 1) Virtual Tie Dye class, Let's Make Valentine Cake Pops, Family Movie Night at Home, "Where is the Love?" Scavenger Hunt in the Park, "How the Grinch Stole Valentine's Day" Family Event, and the Valentine's Day Door Decorating Contest. She congratulated the winners of the contest.
- 2) She also provided an update on the Rockabilities Friendship Dance and how the warm expressions from all involved touched the heart.

- 3) Upcoming events and activities include: Pawblo Picasso's Dog Painting Class, the Community Remembrance Art Piece, which is focusing on honoring loved ones and lives lost, the Tiny Tot St. Patrick's Day Craft classes, Leprechaun Trap Making class, Tiny Tot Easter Crafts, Dyeing Easter Eggs with Whipped Cream, and the adult Painters Club.
- 4) All virtual programs are going strong, and even included a Virtual Cooking Adventures class for kids.
- 5) Several in-person classes are being programmed, such as: Yoga @ Noon, Fun Fit Fridays, and Spring Volleyball Clinic
- 6) Staff is in the process of obtaining quotes for replacing all the fitness equipment at the Dan Diaz Recreation Center, and will present an update at the March meeting.

CHAIR FRAIJO

Chair Fraijo clarified that she had initially asked staff to look into replacing equipment in the weight room, but that she welcomed the information on the cost to replace the equipment that Manager Zepeda referenced.

COMMISSIONER
ROMAN

Commissioner Roman stated that she has enjoyed all the programs that the Recreation Department has put on.

PUBLIC WORKS
DEPARTMENT UPDATE

PUBLIC WORKS SVCS.
MANAGER RODRIGUEZ

Public Works Services Manager Rodriguez presented the following update:

- 1) Staff is tuning-up the irrigation systems throughout the parks.
- 2) The water line for the water fountain at Little Park was repaired.
- 3) The Recreation and Pool areas were recently inspected by the Fire Department.

CHAIR FRAIJO

Chair Fraijo noted a large area of the grass at the softball outfield is drying, to which Manager Rodriguez advised that staff is working on repairing the irrigation and on restoring the dying grass.

SUPERVISOR
RODRIGUEZ

Supervisor Rodriguez added that staff has observed several individuals practicing soccer at the outfield, which may have exacerbated the problem. Regardless, staff will aerate the grass and reseed.

CHAIR FRAIJO

Chair Fraijo indicated that the benches surrounding the playground need skate stoppers, to which Supervisor Rodriguez advised that staff has plans to install skate stoppers at several new benches.

Chair Fraijo commended the Public Works Services department for their phenomenal work in keeping the parks looking beautiful.

**ASSISTANT CITY
MANAGER UPDATE**

ASSISTANT CITY
MANAGER OLIVARES

Assistant City Manager Olivares presented the following update:

- 1) She thanked the Commissioners for all the input they have provided tonight.
- 2) She also thanked the Commissioners for participating in the video recording at the park on Saturday.
- 3) She advised that there are still a few items pending on the Park Improvement Project, but that she would inform the commission as soon as additional details are obtained, and will release an invitation video to the community when the ribbon-cutting event is held.

DENA ZEPEDA

Dena Zepeda complained that flyers advertising classes are arriving too late, and suggested expanding Zumba classes so that more seniors could participate.

CHAIR FRAIJO

Chair Fraijo suggested holding ongoing movement programs for people of all ages.

**COMMISSIONER ITEMS
AND REQUESTS**

COMMISSIONER
ORTIZ

Commissioner Ortiz asked whether it would be possible to move the cardiovascular equipment for outdoor use, to which Assistant City Manager Olivares advised that staff would look into the request and report at the next meeting.

CHAIR FRAIJO

Chair Fraijo thanked the community's involvement in making comments and recommendations to improve services, expressed her gratitude that Rosie Guerrero had a bench named in her honor, thanked staff for showing a preview of the park improvements to the commissioners, and suggested that staff prepare to begin opening programs and activities as soon as they are permitted.

Responding to a question by Chair Fraijo, Recreation Manager Zepeda advised that staff is working with the Human Resources Department about recruiting lifeguards, but that the entire pool staff from last summer will be returning.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 8:31 p.m.

Armando Hegdahl, CMC
Management Analyst

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

Parks and Recreation Commission
Item No. 1A2
April 7, 2021

MARCH 3, 2021
WEDNESDAY
6:00 P.M.

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

ROLL CALL:

Present: Commissioners Marguerite S. Lopez, Teresa Ortiz, Carmen Roman, Vice Chair Belen Zepeda; Chair Paula Fraijo

Also present: Theresa Olivares, Assistant City Manager; Priscilla Zepeda, Recreation Manager; Elizabeth Rodriguez, Public Works Services Manager; Pedro Rodriguez, Public Works Services Supervisor; and Armando Hegdahl, Management Analyst

SPONTANEOUS COMMUNICATIONS

DENA ZEPEDA

Dena Zepeda commended staff for their work at the Skate Park, and asked questions about the 2019/2020 budget.

CONSENT CALENDAR

No items for approval; no action necessary.

NEW BUSINESS

ITEM NO. 2A
SENIOR CENTER
FITNESS EQUIPMENT
UPDATE

SENIOR CENTER FITNESS EQUIPMENT UPDATE

MANAGER RODRIGUEZ

Manager Rodriguez presented the staff report as well as a PowerPoint presentation.

COMMISSIONER
LOPEZ

Responding to a question by Commissioner Lopez, Manager Rodriguez indicated that the renderings in her presentation were prepared in 2019, and that the project was intended to be completed in April of 2020.

Commissioner Lopez stated that she would have preferred to view the renderings before today's date, to which Chair Fraijo reminded that the Senior Center does not operate under the Parks and Recreation Commission.

COMMISSIONER
ROMAN

Commissioner Roman thanked Manager Rodriguez for seeking out this grant and for arranging for the equipment to be installed. She also asked questions about how Senior Center patrons could enter and exit the Senior Center.

MANAGER RODRIGUEZ

Manager Rodriguez noted that Manager Zepeda and the Recreation staff worked hard to obtain the grant and that, once the project was

ready for construction, it was transferred to Public Works Services for follow-through. She also discussed how patrons could enter and exit the Senior Center.

DENA ZEPEDA Dena Zepeda thanked all staff members that worked together to secure the grant.

MANAGER RODRIGUEZ Manager Rodriguez then made a PowerPoint presentation to update the Commission on the installation of exercise equipment at Jardin de Roca Park. She noted that staff still has some punchlist items to complete, such as placing informational and safety stickers on the equipment.

CHAIR FRAIJO Chair Fraijo expressed worry over having the equipment available for use before the safety signs are installed, and requested that the signs also be placed in Spanish, to which Manager Rodriguez advised that she is considering fencing off the area of the exercise equipment to keep it off-limits until the stickers are received.

Chair Fraijo thanked staff for continuously improving the parks for the good of the community.

COMMISSIONER ORTIZ Commissioner Ortiz suggested that staff conduct daily or weekly checks of equipment and amenities at the parks to ensure that they contain the required signage.

ITEM NO. 2B
FY 2020-2021
RECREATION
DEPARTMENT BUDGET
(WORKSHOP #2) FY 2020-2021 RECREATION DEPARTMENT BUDGET (Workshop #2)

MANAGER ZEPEDA Recreation Manager Zepeda presented the staff report.

COMMISSIONER ROMAN Responding to several questions by Commissioner Roman, Manager Zepeda advised that funds that are not expended before the end of the fiscal year are returned to the General Fund. Assistant City Manager Olivares added that she would consult with the Finance Director to determine whether unspent donated funds would also be returned to the General Fund.

COMMISSIONER ORTIZ Commissioner Ortiz questioned the need to return unspent Recreation funds to the General Fund, to which Manager Zepeda stated that specific amounts are allocated for certain activities. For example, the Easter program has \$1,800 allocated for all associated activities.

CHAIR FRAIJO Chair Fraijo stated that she would like the City Council to know the Commission's preference that unspent Recreation funds be rolled-

over to the next fiscal year and retained by the Recreation Department.

DENA ZEPEDA

Dena Zepeda suggested that fees for programs and activities be waived for families with hardships.

ASSISTANT CITY
MANAGER OLIVARES

Assistant City Manager Olivares advised that staff could look into whether unspent funds can be used to offset fees and return to the Commission with additional information. She also commended the staff of the Recreation Department for their creativity in coming up with pandemic-friendly recreational activities.

CHAIR FRAIJO

Chair Fraijo requested that funding be budgeted for next fiscal year to cover the costs of participation in recreational activities by families experiencing hardships. She also suggested budgeting funds for ongoing virtual events since they help bring the community together and allow greater participation by individuals that do not normally participate in regular events.

DENA ZEPEDA

Dena Zepeda thanked the Recreation Department for the wonderful virtual programs it offers and repeated her request for the city to pay for registration fees for families with hardships.

COMMISSIONER
ORTIZ

Commissioner Ortiz thanked the Recreation Department for creating activities that keep residents engaged and suggested that staff prepare to hold in-person activities in the near future.

COMMISSIONER
ROMAN

Commissioner Roman asked about Recreation Department employee salaries, to which Assistant City Manager Olivares advised that all of the department's full-time staff are salaried employees and that the only employees that may incur overtime payment would be the permanent part-time workers, though Manager Zepeda works to avoid this.

ITEM NO. 2C
EASTER
EGGSTRAVAGANZA
UPDATE (Verbal)

EASTER EGGSTRAVAGANZA UPDATE (Verbal)

MANAGER ZEPEDA

Manager Zepeda presented the report, wherein she indicated that staff plans on holding an Easter Bunny Drive-By where mascot Rocky will hand out Easter bags to participants, and advised that registration is not necessary in order to participate. However, she also requested commission input as to whether staff should: 1) select a specific number of bags to prepare, 2) allow for participant registration so staff can calculate the number of participants, or 3) have households call and indicate the number of children in their household that may want to participate.

DISCUSSION HELD	Discussion was held regarding funding for the event, past practice in organizing this event, as well as the process that was utilized during the recent Christmas event,
CHAIR FRAIJO	Chair Fraijo suggested that the same process be used for this event as was used for the recent Christmas activity, and for staff to work to ensure that nobody is excluded from participating.
COMMISSIONER ROMAN	Commissioner Roman suggested preparing between 350 and 375 Easter bags, and requesting additional funding, to which Assistant City Manager Olivares advised that staff will ensure that there is sufficient funding available, and that staff specifically requests input regarding the amount of bags staff should prepare.
MANAGER ZEPEDA	Manager Zepeda stated that she would inform the Commission with the results of the event.
COMMISSIONER ORTIZ	Responding to a question by Commissioner Ortiz, Manager Zepeda advised that staff has previously provided excess bags to the Children's Hospital, though recent events have not produced excess giveaways. She also added that the pandemic has caused additional restrictions at places such as hospitals, but that staff would further look into the request.
DENA ZEPEDA	Dena Zepeda suggested that the bags be provided to local seniors, to which Assistant City Manager Olivares advised that the Senior Center will be handing out Easter bags to seniors, similar to what they did for the seniors for the Christmas activities.

RECREATION
DEPARTMENT UPDATE

RECREATION MANAGER ZEPEDA	Recreation Manager Zepeda provided an update on the following programs and activities: 1) The Pawblo Picasso activities held last week enjoyed 100% participation from those that registered. Breeder's Choice provided dog food as prizes and gifts. 2) Submissions for the Community Remembrance Art Piece are currently being accepted. 3) The first quarter of virtual programs are ending, though staff is eager to begin the next rounds of virtual programs, including the Painters Club for Adults. 4) In-Person activities include: 1) Volleyball Clinic, 2) Fun Fit Fridays, 3) Yoga @ Noon, and 4) Zumba. 5) Registrations are being accepted for Tiny Tot St. Patrick's Day Craft, Leprechaun Trap-Making Class, Rockabilities Bingo Night, and Tiny Tot Easter Crafts.
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- 6) Registrations will take place later this month for: Teen Paint Night, Spring Stay Camp, Dyeing Easter Eggs with Whipped Cream, Bunny Breakfast and Magic Show, Bunny Drive, Family Egg Hunt Kits, and Spring Bird Feeders.
- 7) Staff is especially proud of a new community outreach club called The Kindness Crew, where participants will be able to focus on community projects, such as providing Thanksgiving meal boxes to the homeless.
- 8) The budget requests for the Recreation Department has been submitted with requests for additional funding for a Skateboarding Class, water polo supplies, Virtual Program funding, MariachiFest, and Healthy Irwindale.
- 9) Staff is looking into how to incorporate anti-bullying programming in the Tiny Tot, KidZone, Day Camp, and Rockabilities programs.
- 10) Funding for the 4th of July Fireworks Spectacular was included in the budget request. Staff is already working on organizing the event, should the County Department of Public Health allow it to take place.
- 11) The band that Commissioner Lopez previously requested to perform in the summertime concerts declined the request.
- 12) As requested by Commissioner Ortiz, staff looked into whether the cardio equipment could be placed outdoors for use. Staff was informed that doing so would violate the products' warranties.
- 13) Due to the cost of replacing exercise equipment, staff will need to conduct a formal bid process. Should the City Council approve the proposed budget, staff will release the Request for Proposal. Staff will keep the commission informed of any developments.

DENA ZEPEDA

Dena Zepeda thanked Breeders Choice for the dog food she received as part of the Pawblo Picasso classes, and suggested that cats be included in this type of activity in the future. She also questioned restricting class sizes, to which Manager Zepeda advised that the amount of participants is restricted due to mandates by the Los Angeles County Department of Public Health, as well as in order to make the experience on virtual events more enjoyable.

PUBLIC WORKS
DEPARTMENT UPDATE

PUBLIC WORKS SVCS. MANAGER RODRIGUEZ Public Works Services Manager Rodriguez presented the following update:

- 1) All city playgrounds are open for certain activities, such as walking, jogging, running, and biking.
- 2) Staff is working on repairing the irrigation main line at Jardin de Roca Skate Park.
- 3) The park is being beautified in preparation of the Music in the Park concerts.

- 4) Select staff will undergo pesticide training in the near future.
- 5) The softball field will soon be aerated and re-seeded.
- 6) Skate stoppers have been ordered for park benches.

DENA ZEPEDA

Dena Zepeda expressed concern over graffiti at the parks, to which Manager Rodriguez advised that staff is looking into planting vines to deter graffiti. Until that occurs, staff is working quickly to remove graffiti once it is spotted or reported.

CHAIR FRAIJO

Chair Fraijo asked whether graffiti is reported to the Police Department, to which Supervisor Rodriguez confirmed that it is reported. Chair Fraijo suggested that a flyer be sent to residents to remind them about the graffiti-prevention reward that the city offers. She also requested the plants at the parks that are in need of replacement be replaced with the same type of plants as when the parks were originally built.

DENA ZEPEDA

Dena Zepeda suggested installing extra lighting or cameras in order to prevent graffiti. She also requested creating a community vegetable garden, to which Manager Rodriguez indicated that staff is already looking into creating a community garden.

**ASSISTANT CITY
MANAGER UPDATE**

ASSISTANT CITY
MANAGER OLIVARES

Assistant City Manager Olivares presented the following update:

- 1) Notices regarding the virtual ribbon cutting ceremony for the park have been mailed out, and the Commissioners are reminded to participate in the upcoming giveaway on March 13.
- 2) Applications for the Memorial Garden are currently being accepted.
- 3) The draft Park Bench Plaque Policy will be presented to the Commission at its April meeting.
- 4) The swimming pool doors have graffiti etched on the doors. Staff is looking into replacing the doors and ensuring that the area complies with ADA requirements.

COMMISSIONER
ORTIZ

Commissioner Ortiz thanked Assistant City Manager Olivares and city staff for their hard work and dedication.

DENA ZEPEDA

Responding to a question by Dena Zepeda, Assistant City Manager Olivares advised that the application to include Dena's son's name on the Veterans Memorial has been received and is on file, and that his name will be included in time for the upcoming Veterans Day Ceremony, which may be held virtually.

**COMMISSIONER ITEMS
AND REQUESTS**

COMMISSIONER
ROMAN

Commissioner Roman thanked staff for all their hard work in the Park Improvement Project. She also requested that future flyers advertising virtual events include the website addresses where the events will be held.

CHAIR FRAIJO

Chair Fraijo expressed optimism that the pool will be available for use in the summer, and requested that staff make the necessary arrangements to recruit lifeguards and full staff for the pool's operation, to which Manager Zepeda advised that Recreation staff is working with Human Resources to recruit lifeguards, and noted that the pool staff from last year will be returning this year.

Chair Fraijo also requested that the signage at the parks be updated as necessary to indicate which activities are permitted there.

DENA ZEPEDA

Dena Zepeda commended Recreation and Public Works staff for doing an amazing job.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 7:39 p.m.

Armando Hegdahl, CMC
Management Analyst

City of
IRWINDALE
AGENDA REPORT

**PARKS & RECREATION
COMMISSION**

Parks and Recreation Commission

Item No. 2A

April 7, 2021

Date: April 7, 2021
To: Honorable Chair and Commission Members
From: Elizabeth Rodriguez, Public Works Services Manager
Issue: *Jardin de Roca Skate Park Basketball and Tennis Court Repairs and Resurfacing*

Recommendation:

Provide an update to the Park & Recreation Commission on the Jardin de Roca Skate Park Basketball and Tennis Court Repairs and Resurfacing and receive comments and approval from the commission on the new colors.

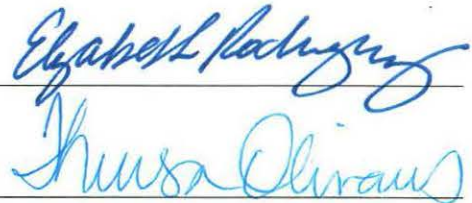
Administrative Action:

Submitted by:

*Elizabeth Rodriguez, Public Works Services
Manager
(626) 430-2211*

Reviewed / Approved by:

Theresa Olivares, Assistant City Manager

The image shows two handwritten signatures in blue ink. The top signature is 'Elizabeth Rodriguez' and the bottom signature is 'Theresa Olivares'. Both signatures are written over horizontal lines.

Background and Analysis:

The Jardin de Roca Skate Park was completed in 2004 and included a skate boarding area, four single use restrooms, an outdoor basketball court, a playground, an open space area, a walking path, a tennis court and landscaping.

In the past few years, some updates have been completed such as the replacement of the playground equipment, an upgrade in the playground covering from sand to poured in place rubber surfacing and the installation of outdoor fitness equipment.

Public Works Services has recently inspected the park and has determined that both the tennis and basketball courts require some repairs and upgrades. Several companies

were contacted and quotes were obtained for both the tennis and basketball courts in order to repair the cracks, power wash, resurface by applying a black acrylic resurfacing coat and applying two coats of Sportsmaster color (two tone is included). With the recent construction of an international half-court basketball court in the Irwindale Park Improvement Phase III Project, it is Public Work Services' recommendation to paint the tennis and basketball courts the same blue and dove gray color. Public Works Services was unable to meet with the Park and Recreation Commission to approve the colors for the basketball court during the Irwindale Park Improvement Phase III Project construction due to the COVID-19 pandemic that the cancelled meetings set forth in the Los Angeles County Department of Public health notices. Therefore, Public Works Services is bringing this item before the commission to review these colors and provide the department with your recommendations.

Fiscal Impact:

The cost to repair and resurface the Jardin de Roca Skate Park Tennis Court is \$5,620 and the Basketball Court is \$5,620, for a total of \$11,240. There are sufficient funds in Public Works Services General Maintenance Building Repairs account number 01-57-572-42250-0000.

Attachment:

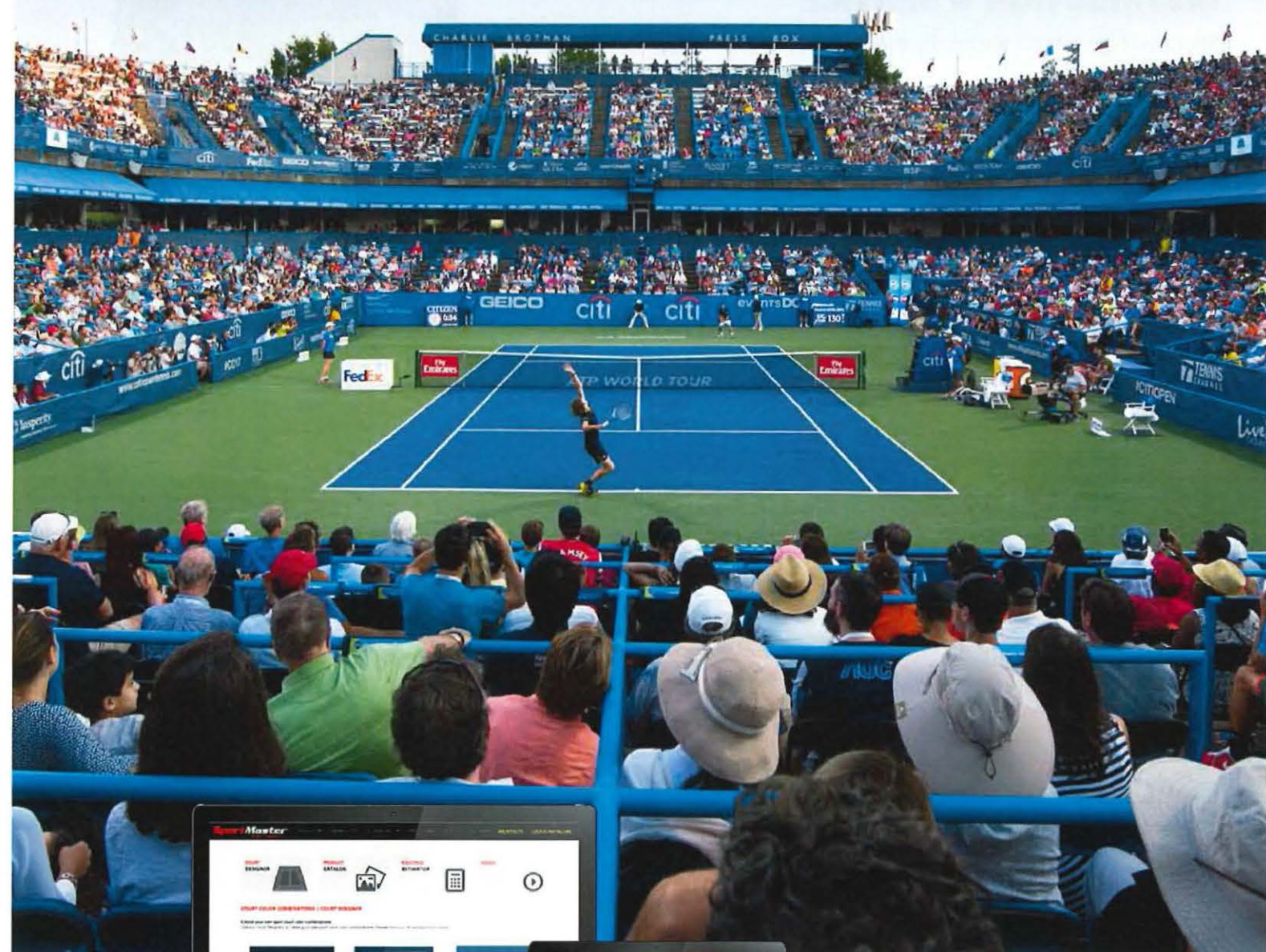
1. SportMaster Sport Surfaces

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SPORT SURFACES



PREMIUM SPORT SURFACING PRODUCTS



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SPECIFICATION ASSISTANCE

Experienced SportMaster representatives are here to help with your project. Contact us for specification assistance or to find the best system to meet your needs and budget. Guide specifications are available for all of our surfacing systems, and free custom editing is available by request.

SPORT CONTRACTOR REFERRALS

Contact us for free referrals to qualified contractors throughout the United States and around the world. SportMaster is installed by experienced installers, and we offer training to new or existing contractors to ensure the highest brand standards.

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- Multi-use game courts
- Roller hockey & Roller Sports
- Running Tracks & Walking Paths
- Playgrounds & Colorscapes



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All Colors Available in all SportMaster® Systems when Using Colorplus™ Pigment Dispersion.



Dark Green



Light Green
LEED credit (SRI = 31)*



Forest Green



Blue



Beige



Red
LEED credit (SRI = 36)*



Light Blue



Sandstone
LEED credit (SRI = 46)*



Tournament Purple
Higher Cost Pigment



Maroon



Gray



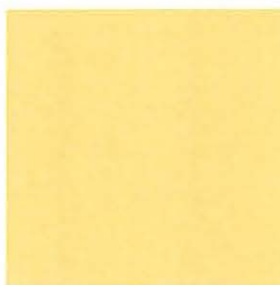
Ice Blue
LEED credit (SRI = 62)*



Dove Gray
LEED credit (SRI = 33)*



Orange
Higher Cost Pigment
May require additional coats



Yellow



Brite Red
LEED credit (SRI = 62)*
Higher Cost Pigment



Black



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*Solar Reflectance Index (SRI) is the percentage of solar energy that is reflected by a surface. SportMaster® colors with an SRI of 29 or higher are indicated on the color chip card. These specific colors qualify for the LEED (Leadership in Energy and Environmental Design) program under Section SS Credit 7.1: Heat Island Effect: Non-Roof. For more information visit www.usgbc.org or contact a LEED accredited professional.

Chips on this card may vary slightly in color or finish from the actual product in the container, due to age, light, heat and printing process. Color samples based on SportMaster® products.

TENNIS



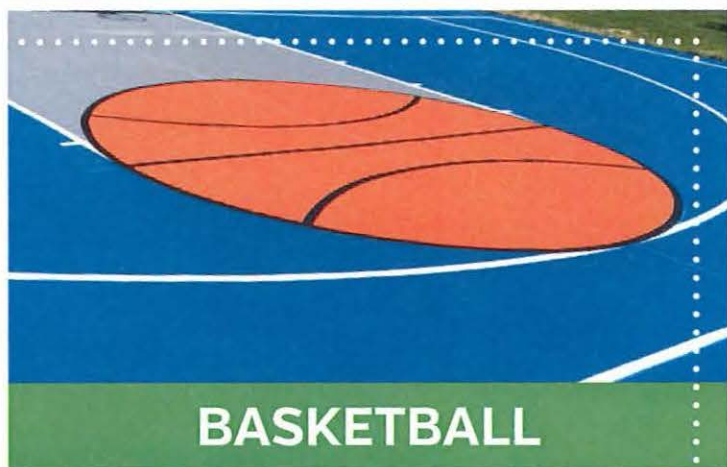
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City of
IRWINDALE
AGENDA REPORT

**PARKS & RECREATION
COMMISSION**

Parks and Recreation Commission

Item No. 2B

April 7, 2021

Date: April 7, 2021
To: Honorable Chair and Commission Members
From: Theresa Olivares, Assistant City Manager
Issue: Exercise Equipment Update

Recommendation:

Receive and file the update on Exercise Equipment for the Dan Diaz Recreation Center

Administrative Action:

Submitted / Prepared by:

Priscilla Zepeda, Recreation Manager
(626) 430-2226

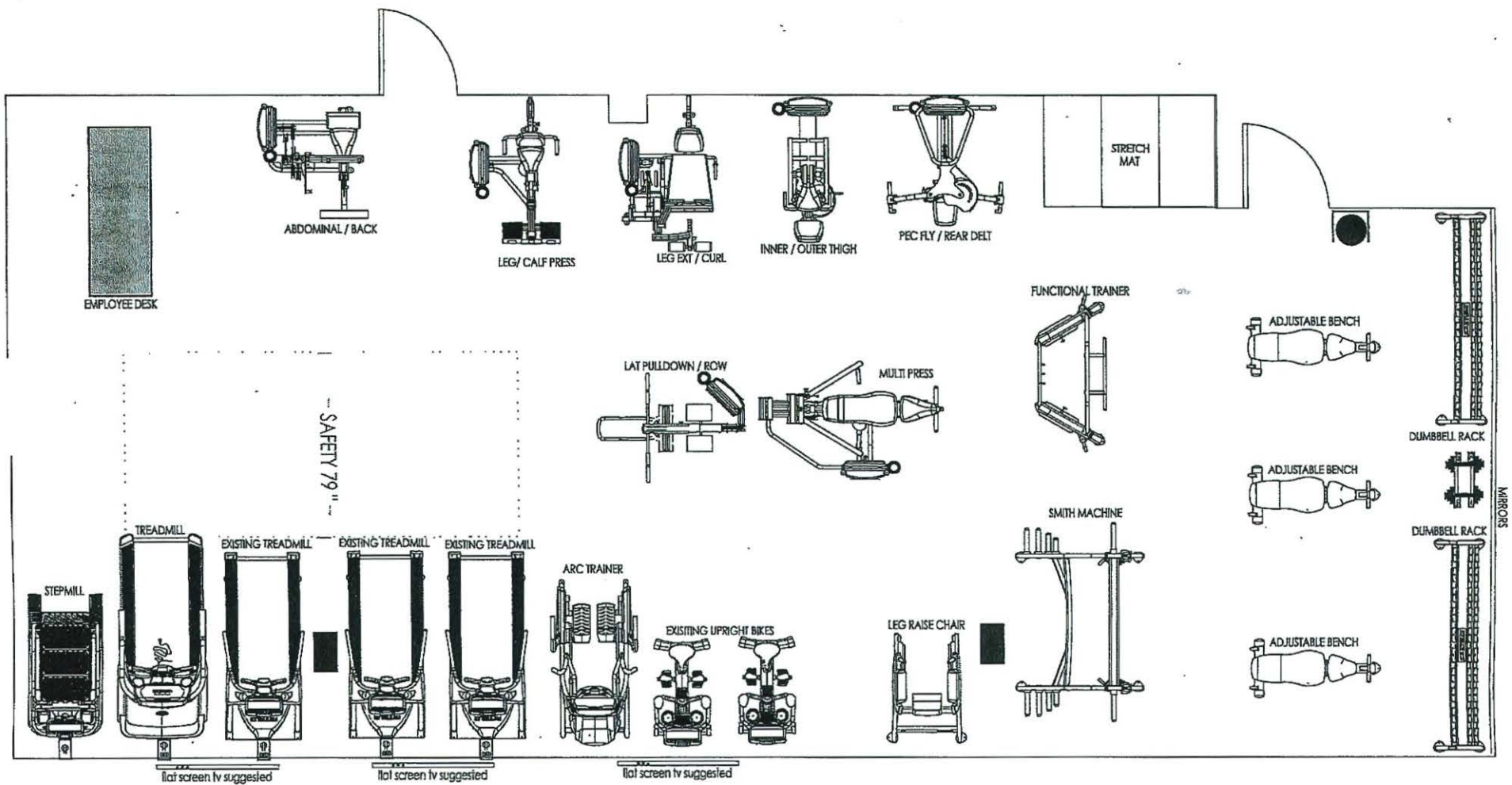
Reviewed / Approved by:

Theresa Olivares, Assistant City Manager



Background and Analysis:

- 1) The exercise equipment located in the Dan Diaz Recreation Center was installed in 1996, and will be 25 years old in June.
- 2) In the January Parks and Recreation meeting, Chair Fraijo requested that staff look into obtaining updated equipment for the Dan Diaz Recreation Center.
- 3) Staff solicited bids from three vendors for the equipment. The bids we received were in preparation for the budget requests for FY 21/22, and range in price from \$62,000 - \$95,000. If approved by City Council the formal bid process will take place. Staff will update the Commission in July 2021 after the City Council adopts the FY 2021/2022 budget.



SAMPLE LAYOUT

Dan Diaz Recreation Center
Weight and Cardio Room Combination

City of
IRWINDALE
AGENDA REPORT

Parks and Recreation Commission
Item No. 2C
April 7, 2021

**PARKS & RECREATION
COMMISSION**

Date: *April 7, 2021*
To: Honorable Chair and Commission Members
From: Theresa Olivares, Assistant City Manager
Issue: *Draft Park Bench Plaque Dedication Policy*

Recommendation:

That the Park and Recreation Commission approve the attached draft Park Bench Plaque Dedication Policy ("Policy") and recommend the attached Policy be presented to the City Council for consideration at its next regularly scheduled meeting.

Administrative Action:

Submitted / Approved by:

Theresa Olivares, Assistant City Manager



Background and Analysis:

As reported to the Commission on February 17, 2021, the Irwindale City Council has directed staff to prepare the attached draft Park Bench Plaque Dedication Policy (Policy). The Policy covers 55 park benches for which applicants may submit an application to dedicate a park bench in honor of a living or deceased Irwindale resident. The park benches are located in Irwindale Park, Jardin de Roca, El Nido Park, and Little Park of Irwindale. Key components in the attached policy include:

- Process includes an application to be completed by the applicant.
- Due to the limited park benches, only one (1) park bench dedication plaque per honoree is permitted.
- Applications will be presented to the City Council for approval, including wording.
- Due to the size of the plaques, there is a maximum text allowance indicated in the Policy
- City is not responsible for non-intentional damage caused by weather, the elements, thieves, vandals, trespassers, and ordinary wear and tear
- City maintenance will be limited to varnishing and minor repairs
- The cost of the plaque and engraving is the responsibility of the applicant
- City staff is responsible for order the plaque/paver and installing the plaque/paver.

ATTACHMENTS:

1. Draft Park Bench Plaque Dedication Policy



CITY OF IRWINDALE PARK BENCH PLAQUE DEDICATION POLICY

PURPOSE

The Park Bench Plaque Dedication Program provides an opportunity for residents to dedicate a park bench in City of Irwindale (City) Parks to memorialize an individual. This policy has been established to provide for a consistent and uniform procedure for the implementation of this program.

PROVISIONS

A. General Guidelines

1. The City Council shall have the final authority to designate commemorative park bench plaques.
2. Applicants may select a bench located in Irwindale Park, Jardin de Roca Park, El Nido Park, or Little Park of Irwindale. A park bench location map is included as Attachment "A".

Park	Number of Benches	Plaque Location
Irwindale Park	22 – Bench with backing 13 – Bench without backing 35 – Total Benches (excludes 6 benches surrounding memorial garden and non-concrete benches)	Front, center of bench back Front, center of bench seat
Jardin de Roca Park	6 – Total Benches with backing (excludes non-concrete benches)	Front, center of bench back
El Nido Park	11 – Total Benches with backing (excludes 2 concrete benches at the bus stop)	Front, center of bench back
Little Park of Irwindale	3 – Total Benches with backing	Front, center of bench back

3. Dedications will be acknowledged by an engraved 2" H x 6" W anodized aluminum plaque. The plaque is symbolic of the dedication and does not entitle the donor to ownership of the plaque or the bench. A maximum of five (5) lines, which includes the name of the honoree, is permitted per plaque. The first line of the text will be Arial font, 30 pt. and limited to 25 characters, including spaces.

The next four (4) lines will be Arial font, 18 pt. and limited to 40 characters per line. Wording on the plaque must be uplifting in nature while still honoring the person. The City Council will have final approval of the plaque wording.

4. Applications will be accepted semiannually on March 1st to March 31st and September 1st to September 30th.
5. Due to the limited quantity of park benches, only one park bench dedication plaque per honoree is permitted.

B. Qualifications for Park Bench Plaque Dedication

1. Park benches may be dedicated to living or deceased individuals who have made significant and substantial service contributions to the City of Irwindale, as determined by the City Council. Said contributions do not have to be financial in nature; they may include extensive service and/or support to the City organization or the community in general.
2. When determining whether to dedicate a park bench, the City Council shall consider all factors they deem relevant, including whether some or all of the following accurately describe the person:
 - i. The person makes/made lasting and significant* contributions to the protection of natural or cultural resources of the City of Irwindale; or
 - ii. The person makes/made substantial* contributions to the advancement of recreational opportunities with the City of Irwindale; or
 - iii. The person has/had a positive impact on the lives of Irwindale's residents; or
 - iv. The person or organization volunteered for five (5) or more years of service to the community.

**Additional information as to how or why the contribution of the individual or organization was significant or substantial may be required by the City Council.*

C. Park Bench Plaque Dedication Procedure:

1. All submittals, whether from an individual, organization or City staff, must include the name and address of the submitter. No anonymous submittals will be accepted.
2. Upon receipt of the application, the City Manager or their designee shall review the application. The City Manager or their designee shall place the Park Bench

Plaque application on a City Council agenda for formal review and consideration by the City Council. If the request is denied by the Council, no further action is taken. If the City Council approves the request, staff is directed to proceed with the implementation of the park bench plaque dedication. The decision of the City Council is final.

D. Maintenance and Repair

1. The City reserves the right in its sole and absolute discretion to relocate or remove benches or plaques to accommodate future development or changes in site conditions at any time. If a dedication needs to be removed or relocated, the City will contact the applicant to discuss alternative locations. In the event the applicant is unable to respond, then the City will determine the alternative location. The City will make the final determination as to the location.
2. Maintenance by the City will be limited to varnishing of the plaque and minor bench repairs. The City shall not be liable and will not be held responsible for damaged plaques resulting from vandalism or any other condition or act that would require repair or replacement. Should the City determine that an existing plaque needs replacement, all associated costs will be at the expense of the donor, should the donor elect to replace the plaque.
3. This policy is not intended to supersede any regulations or ordinances of the City of Irwindale.

E. COSTS

1. The Applicant must pay for the plaque at the time the application is submitted. Applicants with completed applications will be placed on a first come, first serve waiting list.
2. The cost of the bench plaque to be paid by the Applicant is \$25.00. The cost of the various benches (Attachment "B") located in the parks is included for informational purposes. The exact cost of plaques will be updated annually (Attachment "B").
3. Once approved, installation of any plaque will be undertaken by City staff. Installed plaques will become the property of City of Irwindale. Maintenance of plaques must be undertaken by the City.
4. The City will place the engraved plaque order after approval by the City Council.

Attachment "A"

Park Bench Location Maps

(to be inserted)

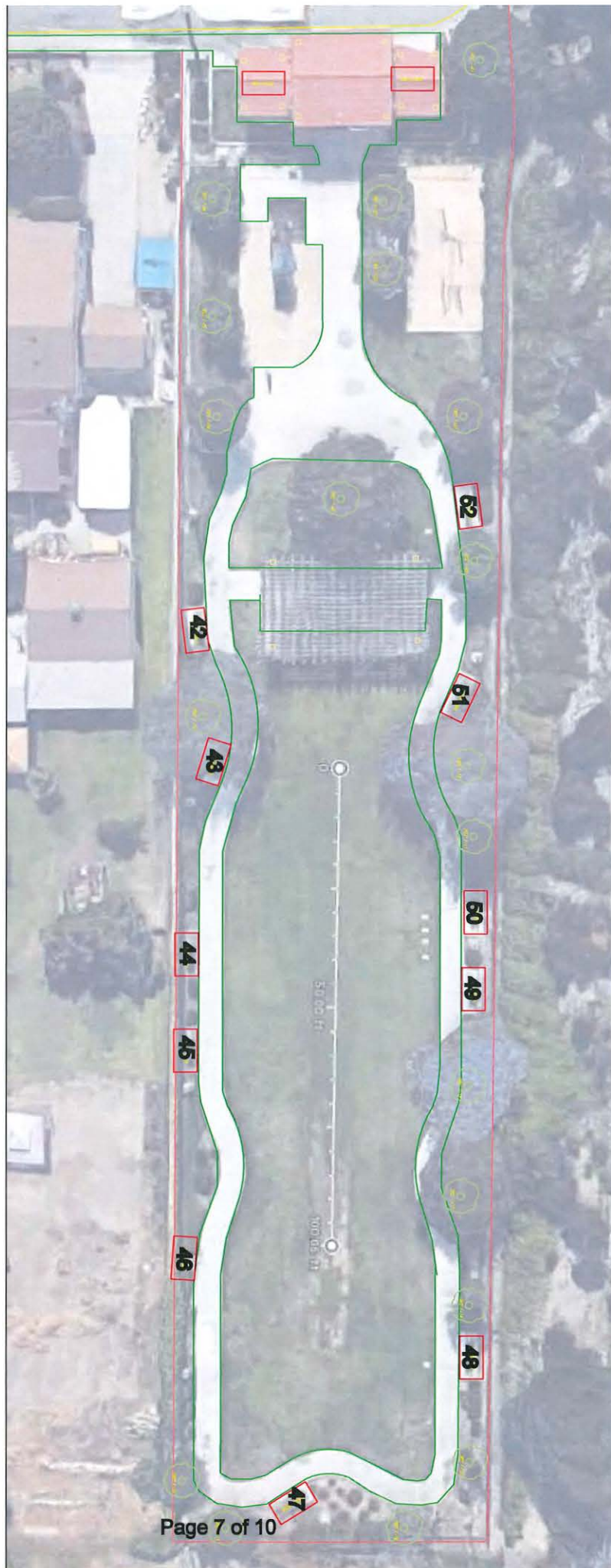
Irwindale Park



Jardin de Roca Park



El Nido Park



Little Irwindale Park



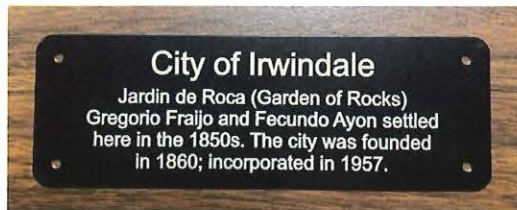
Attachment "B"

Pricing Schedule As of March 1, 2021

The pricing identified below is subject to change based on pricing received from vendor.

PLAQUE IMAGE

\$25.00



IRWINDALE PARK BENCHES

84" Victoria Series Bench with backing (emerald bay green) \$1,898.00*



48" Victoria Series Bench "backless" (emerald bay green) \$759.00*



JARDIN DE ROCA PARK BENCHES

72" Thousand Oaks Series Bench \$1,245.00



EL NIDO PARK BENCHES

6' The City™ Series Bench (dark brown) \$731.93



LITTLE PARK OF IRWINDALE BENCHES

Adenville Series Bench \$2,507.00



- ☐ The person makes/made substantial contributions* to the advancement of recreational opportunities with the City of Irwindale
- ☐ The person has/had a positive impact on the lives of Irwindale residents.
- ☐ The person volunteered for five (5) or more years of service to the community.

***Please provide additional information as to how / why the contribution of the individual was significant or substantial not to exceed two (2) typed pages.**

Biographical information: (Explain) _____

Civic involvement: (Explain) _____

Reason for Nomination (required): _____

Additional Comments (additional information may be attached): _____

Applicant's Signature: _____ Date: _____

For Office Use

Date Paid (attach copy of receipt): _____ Received By: _____

Date Received by City Manager's Office: _____

City Council Meeting _____ ☐ Approved ☐ Denied

Date Ordered: _____ Date Installed: _____