CITY OF IRWINDALE

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

DAN DIAZ
CHAIR

PAULA FRAIJO
VICE CHAIR

MARGUERITE S. LOPEZ
COMMISSIONER

BELEN ZEPEDA
COMMISSIONER

AGENDA FOR THE REGULAR MEETING OF THE

PARKS & RECREATION COMMISSION

MAY 4, 2016

6:00 P.M.

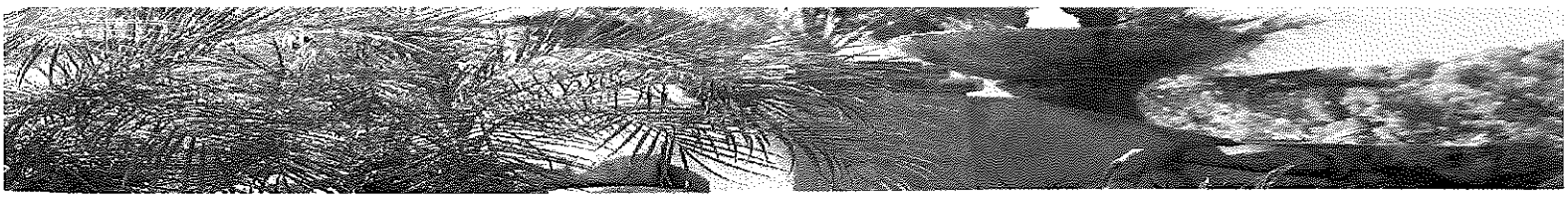
IRWINDALE CITY HALL / COUNCIL CHAMBER

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 at the office of the 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 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, Belen Zepeda, Vice Chair Paula Fraijo, Chair Dan Diaz

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 (except as stated) participate 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 2 minutes and each subject limited to 6 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. Regular meeting held April 6, 2016

2. RECREATION MANAGER UPDATE

3. NEW BUSINESS

A. 2016 Summer Activities Schedule

Recommendation: Discuss and provide feedback

B. Pool Open / Closure Schedule

Recommendation: Discuss and provide feedback

4. COMMISSIONER ITEMS

5. ADJOURN

AFFIDAVIT OF POSTING

I, Armando Hegdahl, Records Technician, certify that I caused the agenda for the regular meeting of the Irwindale Parks & Recreation Commission to be held on May 4, 2016, to be posted at the City Hall, Library, and Post Office on April 25, 2016.

Armando Hegdahl
Armando Hegdahl
Records Technician

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

APRIL 6, 2016
WEDNESDAY
6:00 P.M.

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

ROLL CALL:

Present: Commissioners Veronica S. Barbosa Lara, Marguerite S. Lopez, Belen Zepeda; Vice Chair Paula Fraijo; Chair Dan Diaz

Also present: Priscilla Zepeda, Recreation Supervisor; Pedro Rodriguez Jr., Maintenance Lead Worker; and Armando Hegdahl, Records Technician

SPONTANEOUS COMMUNICATIONS

SUZANNE GOMEZ

Suzanne Gomez spoke in support of expanding the hours of operation for the swimming pool, possibly keeping the pool programs running until October.

FRED BARBOSA

Fred Barbosa agreed with Mrs. Gomez that the hours of the pool hours should be expanded since it would improve the patrons' quality of life.

CONSENT CALENDAR

MOTION

A motion was made by Commissioner Barbosa, 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 February 3, 2016.

RECREATION MANAGER UPDATE

RECREATION SUPERVISOR ZEPEDA

Recreation Supervisor Zepeda presented the following update:

1) The February 19th trip to the Dirty Dancing play was sold out with 23 participants.
2) The February 27 trip to the Santa Monica Pier and Promenade had 14 participants.
3) The March 19 trip to San Juan Capistrano had 11 participants.
4) The March 29 trip to the AMC Covina movie theatre had 9 campers registered.

5) The trip to Magic Mountain that was scheduled for March 31 was cancelled due to a lack of sign-ups.
6) The Teen Trip to Knott's Berry Farm was held on March 30 and had ten teens in attendance.
7) The April 1 trip to watch the Dodgers vs. Angels baseball game was sold out with 33 in attendance.
8) A trip to CityWalk has been scheduled for April 23.
9) The Easter Eggstravaganza was a huge success with over 400 people in attendance. She thanked all the volunteers and commended the Recreation Department, especially Recreation Manager Grijalva and Senior Recreation Leader Osterheim for their participation in arranging for the special events throughout the year.
10) Registration will begin soon for the next session of Yoga at Noon and Zumba.
11) All Recreation staff members were re-certified on Red Cross First Aid/CPR/AED.
12) Summer concert series schedule has been finalized and staff hopes to have the Movies in the Park scheduled finalized by the end of the month.
13) The Irwindale Cheer Team competed in its first competition of the season at Downey High School on April 2. She congratulated the coaches and the team for finishing in 2nd place.

NEW BUSINESS

ITEM NO. 2A CONSIDERATION OF RE-IMPLEMENTING THE SEPTEMBER FIESTA AT IRWINDALE PARK	CONSIDERATION OF RE-IMPLEMENTING THE SEPTEMBER FIESTA AT IRWINDALE PARK (Verbal discussion; requested by City Council Member H. Manuel Ortiz
SUPERVISOR ZEPEDA	Supervisor Zepeda advised that the department currently has a Mexican Independence ("MI") Fiesta scheduled for September. The September Fiesta that the city used to have years ago was discontinued due to a large drop in attendance, due mostly to competition from the Los Angeles County Fair. The MI Fiesta is scheduled to be a smaller event, possibly including senior folkloric dancers, fundraiser, and other activities on a smaller scale. She noted, however, that full details have not been decided yet.
VICE CHAIR FRAIJO	Vice Chair Fraijo agreed that a smaller event be scheduled. If it is a success, a larger event can be scheduled for next year.
COMMISSIONER LOPEZ	Commissioner Lopez suggested asking for donation for the event from local businesses.

SUZANNE GOMEZ

Suzanne Gomez agreed that the MI Fiesta should be smaller and spoke very highly of last year's Music in the Park concerts. She also commended the great work performed by the Recreation and Public Works Departments.

COMMISSIONER ITEMS

COMMISSIONER BARBOSA

Commissioner Barbosa commended the cheer team for its performance at the Easter Eggstravaganza.

Responding to a question by Commissioner Barbosa, Recreation Supervisor Zepeda advised that the Magic Mountain has a section of the park reserved for children, which is actually bigger than the children's area of Knott's Berry Farm. She added that the kids already had a trip to Knott's so staff did not want to schedule another one.

PAULINE ACOSTA

Pauline Acosta asked about the Playbiller's Club, to which Supervisor Zepeda indicated that the club members get together to decide which plays they want to attend. There is an annual membership fee, and new registrations will be accepted at the start of the next fiscal year. She noted, however, that the Recreation Department also schedules theatre trips that are not part of the Playbiller program.

COMMISSIONER LOPEZ

Commissioner Lopez asked whether the Resident ID card is necessary to join the Playbiller's Club, to which Supervisor Zepeda confirmed that it is. The Recreation Card, however, is not required to join.

SUZANNE GOMEZ

Responding to several questions by Suzanne Gomez, Supervisor Zepeda advised that the Playbiller's Club also requires a deposit from its members. She continued discussing program requirements.

Mrs. Gomez also requested that first aid/cpr glasses be provided to residents.

VICE CHAIR FRAIJO

Vice Chair Fraijo requested that a list of summer programs, classes, and trips, along with the number of people that participated in these classes last year, be provided to the Commission to see whether it is feasible to extend the pool classes.

COMMISSIONER BARBOSA

Commissioner Barbosa also asked whether all the pool personnel have their certifications updated.

COMMISSIONER LOPEZ

Commissioner Lopez commended staff on the wonderful Easter Eggstravaganza activities.

VICE CHAIR FRAIJO	Vice Chair Fraijo asked how often the lawn at the parks is mowed, to which Maintenance Lead Worker Rodriguez advised that it is mowed weekly.
FRED BARBOSA	Fred Barbosa suggested that local kids can adopt a tree and volunteer to water it regularly.
PAULINE ACOSTA	Pauline Acosta complained about weeds near her curb, to which Maintenance Lead Worker Rodriguez indicated that staff is spraying weed killer where needed throughout the city.
SUZANNE GOMEZ	Suzanne Gomez spoke highly of the park, noted that some individuals litter after hours at the park, and indicated that the Summer Youth Program is wonderful. She added that the park restrooms are not locked every night.
COMMISSIONER BARBOSA	Commissioner Barbosa requested that a representative from the Police Department be present at the next Commission meeting to discuss summer park patrol arrangements.
ADJOURNMENT	There being no further business to conduct, the meeting was adjourned at 6:32 p.m.

_____

Armando Hegdahl, Records Technician

AGENDA REPORT

Date: *May 4, 2016*

To: *Parks and Recreation Commission*

From: *Dan Grijalva, Recreation Manager*

Issue: *2016 Summer Activities Schedule*

City Manager's Recommendation:
Discuss and provide feedback.

Analysis:
The Irwindale Recreation Department offers a wide variety of classes, trips and programs during the summer months (July/August). Fees vary per class/trip/program and on residency status. At the request of the Commission, please find the tentative summer schedule below:

CLASSES / PROGRAMS / TRIPS

In addition to the classes we offer throughout the year, we offer the following classes/programs during the Summer Months. Our Summer schedule begins the first Monday in July and concludes the second week in August (with a few exceptions).

FREE
Summer Lunch Program, Whiffle Ball, T-ball

Fee Based

Summer Tots	$20 residents /$35 non residents
Summer Kidzone (RESIDENT ONLY)	$30 per child per week, $10 break for siblings
Day Camp* (RESIDENT ONLY)	$30 resident child
Summer Bridge	$10 residents / $25 non residents
Volleyball Clinic	Free residents /$5 non residents
Basketball Clinic	Free residents /$5 non residents
Beach Trips (Weds)	$5 resident adult/$3 resident child/$6 non resident flat
Camp Out	$6 resident adult/$4 resident child/$12 non resident adult/$8 non resident child

*Scheduled Day Camp trips for Summer 2016

July 5	AMC Covina 30	July 26	Johns Incredible Pizza
July 12	CastlePark	August 2	Universal Studios
July 19	Raging Waters	August 9	Knott's Soak City

July 22 Teen Trip to Raging Waters
Teen Club schedules outings during the summer months that are exclusive to Teen Club members

SPECIAL EVENTS

4TH of July Spectacular Monday, July 4

Vendors, Performances, Firework Show

Music in the Park Thursdays, July 7 – August 11

July 7th	Mariachi Divas	Irwindale Educational Foundation - BBQ Fundraiser
July 14th	Chico	Guadalupanas - TBD
July 21st	Calderon	El Buen Pastor - TBD
July 28th	Bumptown	OLG (Guerrero) – Taquitos, Rice and Beans
August 4th	Suave	OLG (Comboni Missions) – Tamale, Rice and Beans
August 11th	Los Pistoleros	Joseph Pepe Miranda Foundation – BBQ Fundraiser

Movies in the Park

July 11th	Teenage Mutant Ninja Turtles
July 18th	Inside Out (Disney/Pixar)
July 25th	Avengers Age of Ultron
August 1st	Hotel Transylvania 2
August 8th	Zootopia

One less movie due to the 4th of July Holiday

Back 2 School Event Thursday, August 11

Back to School supplies (Teen Club), Free Haircuts, Child ID Safety Kits (PD)

AQUATICS

Swimming Lessons $20 residents / $35 non residents

Three (3) sessions per summer, Five (5) classes available per session, three (3) time slots offered per class. Each session is two (2) weeks

Parent & Me Class $20 residents / $35 non residents

Eight (8) week class offered Sat/Sun at one (1) timeslot

Aquafitness Free

Six (6) week class offered through Mt San Antonio College. Previously class has run Monday – Thursday. This summer (2016) the class will run Monday – Friday, from June 20th – July 29th

Lap Swimming $1.50 residents / $2.50 non residents

Offered concurrently with our Aquafitness program.

Fiscal Impact: _____ (Initial of CFO)

Legal Impact: _____ (Initial of Legal Counsel)

Prepared By/Contact Person: Dan Grijalva, Recreation Manager

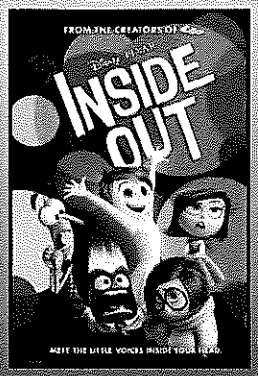
John Davidson, City Manager

Attachments:

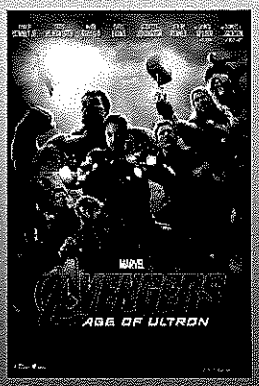
SUMMER SCHEDULE

Irwindale Park Softball Field | Mondays

July 11th

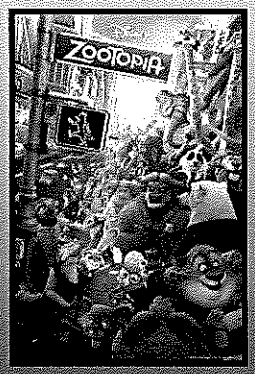


July 18th



July 25th

August 1st



August 8th

A snack bar will be available every week in the Picnic Shelter located just behind the softball field
*Movie will begin as close to 8p as possible but please understand we must wait for darkness for the best display.
PLEASE BE RESPECTFUL OF OTHER MOVIE GOERS: No talking, playing, running and please silence your cell phones!

2016 Concert Series

July 7th
MARIACHI DIVAS
Irwindale Educational Foundation BBQ Fundraiser

July 14th
CHICO
Guadalupanas
Menu - TBA

July 21ST
CALDERON
El Buen Pastor
Menu - TBA

July 28th
BUMPTOWN
OLG (Guerrero)
Taquitos, Rice & Beans

August 4th
SUAVE
OLG / Comboni Missions
Tamales, Rice & Beans

August 11th
LOS PISTOLEROS
Joseph "Pepe" Miranda Scholarship & Grant Foundation BBQ Fundraiser

Irwindale Park Plaza | Thursdays | 7p - 9p

Non Profit Organizations will be selling food in the Banquet room from 6pm-8:30p & the Teen Club will be selling snacks, drinks & 50/50 tickets in the Plaza. Please support them!

AGENDA REPORT

Date: *May 4, 2016*

To: *Parks and Recreation Commission*

From: *Dan Grijalva, Recreation Manager*

Issue: *Pool Open/Closure Schedule*

City Manager's Recommendation:
Discuss and provide feedback

Analysis:
The Irwindale Swimming pool is open during the summer months. The open and closure dates coincide with the Covina Valley Unified School Districts academic calendar. We open the day after school ends and close the Sunday before school begins. The swimming pool is scheduled to open for Summer 2016 on Friday, June 10 through Sunday, August 21st. The pool will be open for a total of 53 operating days.

Our daily operation hours are as follows:

Sunday/Saturday	12p – 4p
Monday - Friday	12p – 4p and 6p – 9p

Last summer the pool hours were extended to include night swimming on two additional evenings (Monday and Friday) and at an additional expense of $4,496. That amount covered the eight days that remained in the summer at the time the additions were approved. This came at a total cost per resident of $1,589, at an average resident usage rate of 2.83 residents. The fiscal impact for the Summer of 2016 will be $9,528 for an average per resident cost to the City of $3,972.

Class	Registered	Resident %
Swimming Lessons	AVG 71	32%
Parent & Me	17	18%
Aquafitness*	29	28%
Lap Swimming	AVG 4	75%
Recreational Swim	AVG 80**	6%

Fiscal Impact: _____ (Initial of CFO)

Legal Impact: _____ (Initial of Legal Counsel)

Prepared By/Contact Person: Priscilla Zepeda, Recreation Supervisor

John Davidson, City Manager

Attachments:
Pool Open/Closure Schedule for Surrounding Areas
Summary Report for Summer 2016

Swimming Pool Open/Closure Schedule

NO AQUATIC FACILITIES	OPEN YEAR ROUND	FOLLOWS DISTRICT CALENDAR
Claremont	Baldwin Park[2]	Burbank*
Diamond Bar	El Monte[3]	Covina*
La Puente	Monterey Park	Irwindale*
La Verne[1]	San Dimas (adult classes)	Los Angeles County*
Monrovia		Rosemead[4]
South Pasadena		San Dimas*
		San Marino[5]
		Walnut[6]
		West Covina[7]

The Irwindale Swimming Pool opens yearly the day AFTER the Covina Valley Unified School District ends (generally Thursday) and closes the Sunday BEFORE school resumes (usually Monday).

[1] Utilizes University of La Verne and/or Bonita High School aquatics for Summer Swim Lessons

[2] Open year round but only on certain weekends during the year

[3] Closes 3 weeks out of the year. 1st is the week of Labor Day and then 2wks in Dec/Jan (holiday)

* Opens Mid June thru August/September determined by local school district calendar

[4] Opens on the 3rd Sunday in June and closes on Labor Day, roughly coinciding with school district

[5] Opens one week AFTER school ends thru the end of July

[6] Opens one week AFTER school ends and closes Friday BEFORE school starts

[7] Opens 2 weeks BEFORE school ends and closes 2 weeks AFTER school resumes

Merchandise Revenue - Summary

Receipt Dates: 6/22/2015 - 8/30/2015

04/21/2016 08:46 AM

Pool

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Family Pass	1	$40.00	0		1	$40.00
Lap Swimming - Non Resident	15	$30.00	0		15	$30.00
Lap Swimming - Resident	45	$67.50	0		45	$67.50
Non Resident - ADULT	3011	$6,022.00	0		3,011	$6,022.00
Non Resident - CHILD	6521	$9,781.50	0		6,521	$9,781.50
Resident - ADULT	159	$238.50	0		159	$238.50
Resident - CHILD	474	$474.00	0		474	$474.00
Swim Diapers	10	$50.00	0		10	$50.00
Pool		**$16,703.50**				**$16,703.50**
Grand Totals		**$16,703.50**				**$16,703.50**