

**CITY OF DUARTE
PARKS AND RECREATION COMMISSION**

MINUTES

Regular Meeting
February 11, 2016

7:00 p.m.

ROLL CALL:

PRESENT: Elisabeth Dugan, Ted Rudolph, Kirsten Nielsen, Anne Wilkins, Barbie Bylsma-Houghton, Jim Dinsmore, Tom Reyes

ABSENT: None

STAFF: Cesar Monsalve, Director of Parks and Recreation

AUDIENCE: Steve Hernandez, Gene Jones

OATH: Commissioner Reyes was administered the Oath of Office by Monsalve.

APPROVAL OF MINUTES:

Reyes moved and Nielsen seconded to approve the November 2015 minutes. The motion carried unanimously.

Nielsen moved and Wilkins seconded to approve the January 2016 minutes. The motion carried unanimously.

AGENDA CHANGE:

Dinsmore made a motion to change the agenda and move the Items From Audience to allow an audience member to address the Commission earlier due to the number of presentations to come. Reyes seconded and the motion carried unanimously.

ITEMS FROM

AUDIENCE:

Mr. Gene Jones, Duarte resident, expressed his opinion that the Duarte pools should remain open year-round. Mr. Jones suggested that current club membership fee and other fees be doubled to accomplish this. After discussion, the Commission asked Monsalve to return to the next meeting with some data and costs associated with the pool's operations.

ITEMS OF

BUSINESS:

1. Field Use Waiver Requests
Monsalve reported that there were no fee waiver requests.
2. L.A. County Needs Assessment
Monsalve presented a review of the prioritized list that was established by a vote of attendees to the Community Workshop in January. In no particular order the ten priorities to be presented to L.A. County Parks and Recreation as part of their countywide needs assessment study are:
 - Dog Park
 - Splash Pad Facility
 - City-Wide Child Playground Security Fencing
 - Nature Center with Archery Range and Outdoor Recreation Amenities
 - Veteran's Memorial Park Improvements
 - Beardslee Park Restroom Building Replacement
 - Community Concert Amphitheater
 - City-Wide Irrigation System Smart Upgrades
 - All Inclusive Playgrounds
 - Duarte Bike Trail Mileage and Interpretive Signage
3. Overview of Parks and Recreation Department and Upcoming Projects & Programs
Monsalve presented several PowerPoint slide shows with the intent to inform and update the four new commissioners about the Parks and Recreation Department's operations

and current projects and events.

- PowerPoint 1 was a department overview that detailed department responsibilities, staffing, divisions, facilities, programs and events.
- PowerPoint 2 was an overview of the proposed repairs and improvements to three parks using grant money donated by Southern California Edison.

Commissioner Dinsmore made a motion to recommend to the Duarte City Council to approve the use of grant donated Edison funds for use in improving and repairing the courts at Encanto and Duarte Park and the installation of new play and exercise equipment and irrigation and landscaping improvements to Aloysia Moore Park. Commissioner Reyes seconded the motion and the motion was carried unanimously.

- PowerPoint 3 was a review of the current Duarte Pools renovation project.
- PowerPoint 4 was a review of the ongoing plans for the 6/26 Golden Streets event.

ITEMS FROM STAFF:

1. Staff presented the Senior Center Newsletter, Activity Reports for January and the flyer for the 6/26 Golden Streets event.

ITEMS FROM COMMISSIONERS:

Youth and Family Committee (Y & F) Report & Commissioner Report by Nielsen:

1. No Y & F report
2. Nielsen reported that the Senior Center will now be offering ballroom dancing classes and that this action is a response to results in the Duarte Senior Age Survey that strongly favored the introduction of ballroom dancing.

Wilkins: No report

Dugan

1. Asked for an update and explanation about the work that is taking place to the field at Northview School.
2. Dugan also inquired about ongoing graffiti issues at the Duarte Bike Trail bridge.
3. Dugan offered praise for the City's Youth Sports Basketball program.

Monsalve informed Commissioner Dugan that the Northview School field was being renovated per a request by the school's principal. The field had deteriorated badly and was mostly dirt and is the school's only grass field and asked for improvements for their P.E. classes and upcoming soccer program. The field has been shut down for 2 months to allow grass to grow after over seeding and it is looking much better and will soon be mowed.

Monsalve updated the Commissioners about the Community Development Department's plan to paint the bridge with graffiti resistant products in hopes that abatement will be easier. Monsalve stated that graffiti at the bridge is an almost daily occurrence.

Rudolph: No report

Reyes: No report

Dinsmore

1. Reported that there is continuous inappropriate use of Royal Oaks Park Extension for soccer play and practices. Stated that improved signage and policing is needed. Stated that he has noticed recurring use on Wednesdays between 5:00 – 6:00 p.m. and Saturdays around 12:00 p.m. Stated that the appropriation of funds to help with policing/patrolling be a future item of discussion.
2. Stated that field use allocation to non-residents is damaging the fields and measures should be taken to better control this.
3. Asked that an item be added to the March agenda to discuss time limits for audience members.

Monsalve stated that he would follow up with the information provided about unapproved uses and times.

Monsalve also stated that the Parks and Recreation Commission did in fact work with staff for several months to develop a new Field Use Policy and that the new policy was approved by the City Council and has just been put into practice. The new policy prioritizes field allocations, greatly favoring resident groups. Monsalve stated that he would provide the new commissioners with a copy.

Bylsma-Houghton

1. Stated that she will not attend the March meeting.

ITEMS FROM
AUDIENCE:

Moved to earlier on the agenda.

ADJOURNMENT:

Wilkins moved and Nielsen seconded to adjourn the meeting at 9:10 p.m. The motion carried unanimously.

Commission Chairperson
Bylsma-Houghton

ATTEST:


Cesar Monsalve, Secretary