

**CITY OF DUARTE  
PARKS AND RECREATION COMMISSION  
MINUTES**

Regular Meeting  
April 10, 2017

7:01 p.m.

ROLL CALL:                   PRESENT:                   Kirsten Nielsen, Elisabeth Dugan, Ted Rudolph,  
Anne Wilkins, Jim Dinsmore, Doug Edwards,  
Barbie Bylsma-Houghton  
ABSENT:                   N/A  
STAFF:                    Cesar Monsalve, Department Director  
AUDIENCE:               Resident Steve Hernandez, Councilmember Liz  
Reilly

APPROVAL OF  
MINUTES:

Wilkins moved and Dinsmore seconded to approve the March 2017 minutes. The motion carried unanimously.

ITEMS OF  
BUSINESS:

- A. Field Use Waiver Requests:  
There were no waiver requests.
- B. Report on Council Action Regarding Third Street Park  
Monsalve presented an update on the Council action related to the Commission's recommendation to approve the design for the Third Street Park project. Monsalve reported that the Council appreciated the recommendation that was included in the staff report and the project's design was in fact approved.
- C. Budget Discussion: Review of Cal Grip Grant Funded Programs Teen Center  
Monsalve provided the Commission with a PowerPoint slide show that highlighted the Public Safety Department's success in implementing gang intervention programming at the Teen Center as well as other related programs. These intervention programs were funded through a \$350,000 Cal-Grip grant that will end in December of 2017. Monsalve stated that the 2017-18 budget will include a request for about \$11,500 in general fund funding to continue the programs that were grant-funded in the Teen Center including expanded Dance and Arts programming, Boxing programming and more. The approximate amount to be requested will total \$11,500. An additional one-time expense of \$5,000 is being requested for the purchase of a portable boxing ring. the Commissioner comments included:

- The portable rings are difficult to assemble and require training and proper training should be requested from the manufacturer or seller.
- Monsalve stated that Public Safety is applying for new grant funding but Cal-Grip type grants are not being offered. Instead a focus will be on reintegrating early release former convicts.
- The County has a program in place that helps bridge back this population into society.
- SGV Conservation Corps teaches trades for reintegration into the workforce.
- Commissioners hope that Deputy Rob McClean will be able to continue his work.
- The Californis School of the Arts will have a security force that could possibly extend security onto the DHS campus.

D. Update on Museum: Report on MOU Between City and Duarte Historical Society (DHS)

Monsalve presented an update on the Council's action to accept the DHS request for the City to take over maintenance and repairs of the museum building. With the Council's acceptance, an MOU has been presented to the DHS. Additionally, the Council approved an initial \$7,000 expenditure to bring the building up to City standards for a public building. Highlights of the MOU include:

- City will take over payment of all utilities.
- DHS will "Quit Claim" the building over to the City.
- A future and deferred maintenance and repairs projects list will be created.
- Future expansion could occur including the possibility of creating a nature center and outdoor learning center for visitors and students and a Fish Canyon Falls/National Monument visitor center.

ITEMS FROM  
STAFF:

1. Staff presented the Senior Center and Teen Center Newsletters, February and March Activity Reports and flyers. Monsalve Handed out copies of the Youth and Family Committee's 2016 Report Card.

ITEMS FROM  
COMMISSIONERS:

Youth and Family Committee (Y & F) Report & Commissioner Report by Nielsen: No report

Wilkins: No report

Dugan: No report

Rudolph: No Report

Dinsmore

- Requested that more trash containers be located at Encanto Park where there are many parties. A suggestion was made to relocate some of the cans from Third Street Park and Monsalve stated that it was a very good idea and will follow up.

Edwards

- Stated that the re-drafting of the Joint Use Agreement between the City and DUSD is moving closer and needed inclusions are the fencing of Beardslee School from the public during off hours to protect the campus and the creation of a new small campus for the MIT program at Duarte High School.


ITEMS FROM  
AUDIENCE:

- Monsalve announced that Steve Hernandez was awarded the Community Leader Award at the annual California Park and Recreation Society District 13 awards ceremony. Monsalve asked if the Commission would once again select a group of Commissioners to carry out judging duties for the annual Green Home Awards program.
- Reilly announced that there will be a ribbon cutting event on April 11 at 5:00 p.m. celebrating the completed sidewalk improvements along Highland Avenue and Duarte Road. On April 12 at 3:00 p.m. there will be a demolition party celebrating the demise of Sparr Liquor and the excitement of new development coming in. Reilly passed out Parade Committee flyers announcing the Route 66 Parade on September 23.

ADJOURNMENT: Bylsma-Houghton moved and Wilkins seconded to adjourn the meeting at 7:58 p.m. The motion carried unanimously.

Chairperson  
Dugan

ATTEST:

  
Cesar Monsalve, Secretary