

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

Regular Meeting
February 11, 2019

7:01 p.m.

ROLL CALL:

PRESENT: Anne Wilkins, Doug Edwards, Kirsten Nielsen, Jim Dinsmore, Ted Rudolph
ABSENT: Elisabeth Dugan, Barbie Bylsma-Houghton
STAFF: Manuel Enriquez, Department Director
AUDIENCE: Councilmember Liz Reilly, Steve Hernandez

**APPROVAL OF
MINUTES:**

Dinsmore moved to approve the January minutes. Wilkins seconded. The motion carried unanimously.

**ITEMS OF
BUSINESS:**

- A. Oath of Office Administered to Douglas Edwards:
Oath of Office was administered to Douglas Edwards by Enriquez.
- B. Field Use Waiver Requests: No requests at this time.
- C. Update: 2019 CPRS Conference Attendees:
Enriquez gave an update on the 2019 conference. Information provided included:
- This year's conference will be held in Sacramento
 - The 2018-2019 budget didn't include any monies for commissioners to attend
 - Three staff will be attending
 - Commissioners can attend in years when it is held in Southern California to minimize cost to City
 - Enriquez will share brochure from conference and discuss with commissioners what sessions/information they would be interested in staff attending
- D. Update: Orange Blossom Park Interpretive Signage:
Enriquez gave an update on changes to interpretive sign. Updates included:
- Asked commissioners if they've seen equipment now installed

- City staff decided original signage is too big and will be reduced from six feet to three feet
- Enriquez presented revisions to signage
- Enriquez will meet with the designer this week and go over any safety issues

Dinsmore asked if the trees are here yet.

Enriquez replied the olive tree is in, but not orange tree.

Public Comment: Will the signage be coated with anti-graffiti material?

Enriquez replied that he will confirm with vendor.

E. Update: Measure A Funding:

Enriquez updated commissioners and presented the following information:

- Measure is currently in litigation
- Recently contacted a representative from L.A. County to make sure the city is up to date on everything and that all action items were submitted
- Had to verify acreage of Duarte Parks to be compliant with funding requirements
- Litigation can take 6 – 18 months
- If appealed, can be taken to Supreme Court
- Application process is now done online
- City could use funding now, but would have to possibly pay back funds if court decision goes against measure, which could be a liability to the city
- Project is at a standstill for now

Edwards asked if there was a dollar figure for funding.

Enriquez replied that there is \$66,000 for current fiscal year and \$16,000 for maintenance.

Wilkins asked how much would be needed for Beardslee renovation.

Enriquez replied that \$80,000-\$125,000 is allocated in the Capital Projects list.

Wilkins asked if the group could be notified when it's scheduled to go before council.

Enriquez replied yes he would inform them of date.

ITEMS FROM
STAFF:

1. Staff presented the current Senior Center and Teen Center newsletters and January Activity Reports.

ITEMS FROM
COMMISSIONERS:

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

Edwards:

- Asked if Enriquez knew about the agreement between the City of Duarte and the Duarte Unified School District.

Enriquez replied yes, and that he has spoken with Brad Patterson a few times.

Nielsen:

- Reported the Senior Center recently updated the furniture in the TV room and it looks nice.

Dinsmore:

- Reported he saw rugby players at Encanto Park and noticed Public Safety Officer Don Vaillancourt was there and had spoken to them.

Enriquez mentioned that they do have a permit to use the field, but there is a clause that games need to be cancelled during rain, or right after rain, to prevent damage to fields.

Rudolph:

- Reported that most of the signage at Encanto Park are damaged.

Enriquez reported that he is in the process of trying to contact the original vendor to get them replaced.

Wilkins:

- Asked if the City knew when the Fish Canyon trail would re-open.

Enriquez replied that we'll reach a benchmark this summer that will allow assessment of the trail.

ITEMS FROM
AUDIENCE:

Councilmember Reilly announced that they will be applying for a grant for planning of renovation of trail.

ADJOURNMENT:

Wilkins moved and Edwards seconded to adjourn the meeting at 7:47 p.m. The motion carried unanimously.

Chairperson
Rudolph

ATTEST:



Manuel Enriquez, Secretary