

**CITY OF DUARTE
PARKS AND RECREATION COMMISSION
M I N U T E S**

Regular Meeting
September 9, 2019

7:00 p.m.

ROLL CALL:

PRESENT: Anne Wilkins, Kirsten Nielsen, Barbie Bylsma-Houghton, Ted Rudolph, Jim Dinsmore
ABSENT: Elisabeth Dugan
STAFF: Manuel Enriquez, Department Director
AUDIENCE: None

**APPROVAL OF
MINUTES:**

Bylsma-Houghton motioned to approve the July minutes and Wilkins seconded. The motion carried unanimously.

**ITEMS OF
BUSINESS:**

- A. Field Use Waiver Requests: No requests at this time.
- B. Update: Orange Blossom Park Opening:
Enriquez gave an update on the Orange Blossom Park opening and some of the information included:
- The park has had a soft opening with the gate and fencing removed when the model for the housing project was completed
 - Enriquez announced the park has already been vandalized with graffiti on the orange crate staircase, which he has already requested the removal of, and with etching/carving on the seating area that is not removable
 - The interpretive signage should be installed on September 18th or 19th
 - The ribbon cutting has a tentative date of Saturday, October 5th at 11:00 a.m.
 - The ribbon cutting event will be on a smaller scale due to the size of the park
 - There will be a booth there from the City, an interactive activity for the kids, and light refreshments that will include orange marmalade
 - Dignitaries will also be invited along with the Chamber of Commerce

Wilkins asked if there was a drinking fountain at the park and if Cesar Monsalve would be invited.

Enriquez replied that there is not a drinking fountain and that Cesar would be invited.

Bylsma-Houghton asked what is the park's address.

Enriquez replied that the address is 1720 Third Street.

C. Senior Center Month:

Enriquez announced that this month is National Senior Center Month and some information included:

- There will be a proclamation presented by the Mayor at tomorrow's council meeting on September 10th
- Dessert will be served to those present
- This is the first time the City has marked National Senior Center Month

D. Parks Master Plan:

Enriquez will be developing a Parks Master Plan and provided the following information:

- Thought developing a Parks Master Plan would be a great tool for the City of Duarte
- Feels it will be helpful in the step by step process and long range goals in terms of new amenities and updating equipment
- Will work with an outside vendor to help with the process
- It will be a comprehensive tool to keep things on track moving forward regardless of who is in the Director's position

E. CPRS 2020 Conference:

Enriquez provided the following information regarding the 2020 CPRS Conference:

- The Conference will be held March 10 – 13, 2020, at the Long Beach Convention Center
- Early bird registration closes October 16, 2019
- Asked commissioners to confirm by the next commission meeting if they are interested in attending and that they can attend any or all days depending on sessions they are interested in
- Tuesday, March 10th is the soft opening with a reception in the evening, allowing time for check in
- Conference sessions begin Wednesday, March 11th and run through Friday early afternoon
- There will be a closing session Friday evening

ITEMS FROM
STAFF:

1. Announced the City Picnic on Saturday, September 28. The parade begins at 10:00 a.m. The picnic will be held from 11:00 a.m. – 3:00 p.m., which will include many festivities and band awards.
2. Staff presented the Youth & Family Committee's 2018 Report Card.
3. Staff presented the current Senior Center and Teen Center newsletters and August Activity Report.
4. Staff also updated commissioners with the following information:
 - The Senior Center has received a one of two new ping pong tables
 - The Teen Center updated their furniture, is having some painting done, and are working on a new mural
 - Next month the Teen Center will host a new event Duarte Family Feud on October 19th

ITEMS FROM
COMMISSIONERS:

Wilkins:

- Would like to propose having concerts and movie nights held in another city park, other than Duarte Park, due to parking and access and mentioned Beardslee as an alternative.
- Was disappointed that just hot dogs were served at movie nights compared to previous years and that maybe hamburgers could be added.

Dinsmore:

- Asked if there was anything in the Master Plan regarding security/security cameras for parks.

Enriquez replied that currently there was not, but it could be something the committee could consider. There is currently a mobile camera that the city uses for monitoring when there is a reoccurring problem at a location.

Bylsma-Houghton:

- Announced residents have mentioned to her that they feel the homeless problem is growing in Duarte.
- She has explained to them that the City has a new Public Safety Outreach Coordinator, Tony Hadloc, who is working with the homeless to try and provide them assistance and housing, and that they are concerned as to where the homeless are staying.
- Mentioned she has heard that approximately 12 homeless people have been setting up behind the Bank of America location.

- Asked, as a commissioner, what could her response be to assure residents that the cities select deputies have been instructed to do regular checks of parks.

Enriquez replied that yes, deputies are instructed to monitor parks and that he would follow-up with Brian Villalobos to make sure.

Enriquez also mentioned that when he fields calls regarding homeless in the parks he informs callers that it is a public open space and that everyone is allowed until the parks close. Deputies can be called once parks are closed or if anything illegal is going on.

- Asked Enriquez if he could get some accountability from Brian Villalobos next time he sees him and ask him if he or someone could report back to her so she has current information for a response to concerns she receives.
- Announced she would like to attend the CPRS Conference in March.

Rudolph:

- Announced he would also like to attend the CPRS Conference.

ITEMS FROM
AUDIENCE:

None

ADJOURNMENT:

Rudolph moved and Dinsmore seconded to adjourn the meeting at 8:05 p.m. The motion carried unanimously.

Chairperson
Rudolph

ATTEST:



Pamela Romero, Secretary