

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

Regular Meeting
October 10, 2022

7 PM

ROLL CALL/INTRODUCTIONS:

PRESENT: Anne Wilkins, James Finlay, Jennifer Luna-Nguyen,
Barbie Bylsma-Houghton
ABSENT: None
Manuel Enríquez, Department Director
AUDIENCE: None

**PLEDGE OF
ALLEGIANCE:**

Wilkins led the Pledge of Allegiance.

**PUBLIC
COMMENTS:**

N/A

**APPROVAL OF
MINUTES:**

Finlay motioned, and Wilkins seconded to approve the September 2022 minutes. The motion was carried unanimously.

**ITEMS OF
BUSINESS:**

- A. Preliminary Analysis Report: Fish Canyon Falls Trail
Enriquez gave an update of the project and the progress made. He also shared a video from the contractor's site visit. Some of the highlights presented included:
- Bellfree Contractors (a well-known trail rehabilitation company) was hired through Prop. 68 funding to conduct the study.
 - On Wednesday, Enriquez will be meeting with Nature For All and Bellfree to go over a more thorough analysis as it relates to the cost of repairs and timeline.
 - Although quite a bit of work is needed, the contractor feels it can all be done.
 - The time estimate is approximately 3-6 months, depending on the manpower they get.
 - Enriquez shared photos he received from Bellfree.
 - Markers were left along the way to pinpoint the trail.
 - There is a lot of overgrowth and signage will need to be replaced.
 - Retaining walls will be needed.
 - As this round of grant funding is wrapping up, staff is continuing to look for additional monies and grants to keep

the project moving forward.

- We are also looking to bring the City of Azusa's leadership and elected officials to the table to make it a joint trail agreement.
 - The City of Azusa realizes the value of the trail.
 - Azusa also helped with the application of the grant.
- Vulcan Materials seems to be on board and happy about the restoration of the trail. They have been very receptive and have shown support of the project.

Luna-Nguyen asked if there was a tentative timeline.

Enriquez replied that he hopes to know more after the meeting on Wednesday.

Finlay asked if Bellfree is a company that would help with writing for grant funds.

Enriquez replied that Bellfree helped make sure we outlined and identified grant goals and objectives concisely and as thoroughly as possible.

B. Evaluation: Pool Deck Resurfacing Options

Enriquez shared some background and quotes received. Some information provided included the following:

- The Duarte Fitness Center Pool has been serving the community since it was built in 1982.
- Shared attendance numbers for swim lessons post pandemic, lap swim usage and the swim team.
- The last major renovation was completed in May of 2016, which included the deck resurfacing.
- There have already been 3 times in a little over 3 years where additional work was needed at \$7,000-\$14,000 per occurrence.
- The current material used, West Coast Texture, just gets eaten up from the traffic/wear and tear.
- Enriquez stated that he would like commissioners to provide input before asking for a budget amendment and outlined four options. The following four options were presented:
 1. Repair the lower deck, the most impacted area, with the current material at a cost of between \$30,000-\$80,000.
 2. Demolish and replace both existing pool decks with a new concrete deck at an estimate of \$488,000.
 3. Same option as #2 but adding ADA accessibility. This would cost approximately \$668,000.
 4. The final option is to use tile. A quote was not given. Enriquez feels it's not a good option, as tiles can be slippery.

- This item was not included in the current fiscal year budget; however, it doesn't mean it can't be a mid-year budget amendment as the City is in a good place right now.

Finlay asked what the timeline would be and that if option two or three is chosen would other repairs or replacement of pipes be needed.

Enriquez replied that it will definitely take some time. Option one is about a week. The other options will take longer. Stated that this budget amendment should be proposed as soon as possible in order to be completed before the busiest time of year.

Wilkins stated she likes the third option as she feels the ADA issue needs to be addressed. Bylsma-Houghton and Luna-Nguyen agreed.

Finlay motioned and Luna-Nguyen seconded to recommend option three, the ADA compliant option. The motion passed unanimously.

Wilkins asked if park restrooms were on the list of ADA updates needed.

Enriquez replied that yes, they were and that the Beardslee restrooms are still on schedule for late spring. The restrooms will be ADA single use gender neutral restrooms.

Luna-Nguyen asked if they could include changing stations in some of the restrooms. Also inquired as to when budget amendments need to be submitted.

Enriquez replied that they would be included in some of the restrooms.

ITEMS FROM
STAFF:

1. The City and City Council are working on updating the Municipal Code regarding commissioner organization. The City Manager will present the new structure at an upcoming meeting.

ITEMS FROM
COMMISSIONERS:

Wilkins:

- The City Picnic was great, but the heat got to one of the women she was working with from the Chamber of Commerce.

Luna-Nguyen:

- Nothing to report.

Finlay:

- Nothing to report.

Bylsma-Houghton:

- Wanted to congratulate commissioners on the great job they did at the last meeting where she attended remotely.

ADJOURNMENT:

Wilkins motioned, and Finlay seconded to adjourn the meeting at 8:09 PM. The motion was carried unanimously.

Vice Chairperson

Bylsma-Houghton

ATTEST:



Pamela Romero, Secretary