

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

Regular Meeting  
April 11, 2022

7 PM

ROLL CALL/INTRODUCTIONS:

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

PLEDGE OF ALLEGIANCE:

Wilkins led the Pledge of Allegiance.

PUBLIC COMMENTS:

None

APPROVAL OF MINUTES:

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

ITEMS OF BUSINESS:

- A. Dog Park Analysis Update  
Enriquez gave an update on the Dog Park analysis. Some of the information presented included:
- Our first community meeting was held on Saturday, March 19 with 35 in attendance.
  - All residents in attendance were in strong support of a dog park.
  - One resident, who lives by Royal Oaks Extension Park, is in favor of a dog park, but not at the ROP extension.
  - Attendees suggested locations to consider.
  - Fiore Landscape Design (FLD) has been hired as a consultant.
  - Enriquez met the architect for FLD at a Mini CPRS Conference, who at that time worked for L.A. Co. Parks and has designed several dog parks for the county.
  - FLD will come back with some conceptual designs for Enriquez to present to commissioners.
  - Park locations for consideration are: Hacienda, Duarte, Glenn Miller, Aloysia Moore, Encanto and Royal Oaks Park Extension.
  - Enriquez is anticipating having them on the call to share their

findings and research and some rough conceptual designs at the next commission meeting.

- The project could have a cost of \$1.2 to \$1.3 million.
- Enriquez is currently compiling data from other cities with dog parks to get a better understanding of the annual costs involved in having a dog park.

Finlay asked which two parks were being considered and what is the majority of the costs going to.

Enriquez replied that Hacienda and Duarte Parks are current parks being considered and explained reasoning. The primary costs will include landscaping, irrigation, trees, shade structures, benches, fencing for two designated sections, etc.

- Announced that local residents had started a petition requesting an off-leash dog park due to receiving citations.
- The second step after getting the conceptual design would be to solicit feedback from a concentrated area that would be affected by the potential new park location.

B. 2022 Independence Day Celebration & Fireworks Show – Preliminary Plans

Enriquez gave an update on the event. Some information provided included the following:

- The Pyro contract will go before City Council at tomorrow's meeting, April 12.
- Slated to be a 20-minute show on Sunday, July 3.
- Venue should open up to the public about 5 PM.
- Looking to incorporate more booths and a small space for rides.
- Entertainment will be a live band, DJ, and performances from local youth talent we're in the process of securing.

Finlay asked about attendance and if there was a fee to attend.

Enriquez replied that he's not sure how many attended the first one, but approximately 1,500-3,000 and over 3,600 for the second year and that there is no charge to attend.

C. Fish Canyon Trail Restoration Update

Enriquez gave an update of the trail restoration. Some of the information provided included:

- Reminded Commissioners that the City and Nature for All has secured funding.

- We are making progress and have had meetings with the City of Azusa leadership to make sure everyone is on the same page and understanding of the overall intent of the City.
- Currently finalizing and securing three bids for trail assessment.
- Selected vendor would survey trail, collect data, and give recommendations and plans for all work needed to be completed to restore the trail.
- Enriquez is hoping to be done with this planning portion of the project by this time next year.
- He is also still pursuing additional funding to fund the remaining portion of the project work.

Wilkins asked if it was possible to get a grant for a bus from the Gold Line station to the trailhead.

Enriquez replied that it hasn't been incorporated at this stage of the planning but something that will be investigated. Also, reminded Commissioners that the City no longer operates its own fleet of buses, which were previously used for transporting visitors.

ITEMS FROM  
STAFF:

The City will be hosting its budget workshop on Thursday, May 5 beginning at 4 PM.

ITEMS FROM  
COMMISSIONERS:

Finlay:

- Stated he thought the State of the City and School District was a great event and enjoyed it being outdoors.

Luna-Nguyen:

- Thanked the Teen Center for the great Fashion Show this past weekend. Stated it was a lot of fun and everyone was very kind
- Asked if there was an update to the 5K run.

Enriquez replied that he submitted the recommendation to Council and Council voted not to co-sponsor the event.

Wilkins:

- CERT has been asked to work the 5K run.
- Stated she was really impressed with the Cesar Chavez project at Westminster Gardens.
- Stated she was a little disappointed in the State of the City and Schools event as she felt they really didn't talk about numbers and the lack of hard information.

Enriquez asked if there was any specific information he could provide.

She inquired as to whether the City lost money during COVID shutdowns and how are we coping with coming back.

Enriquez stated he will forward feedback on to the City Manager's office, as they work with Council and the City Manager to build the presentation on talking points. Also mentioned, that the upcoming Budget Workshop and recent midyear budget presentation is a good place to get that detailed information.

Bylsma-Houghton:

- Stated that she has been visiting parks and feels they are in good condition.
- Asked if anyone knew that California Libraries is handing out free passes to national parks.

Finlay stated that he just heard today and that he thinks it is state parks and that California Libraries has a limited number of passes to share and that library card holders can check out.

ADJOURNMENT:

Wilkins motioned, and Finlay seconded to adjourn the meeting at 7:44 PM. The motion carried unanimously.

Vice Chairperson  
Bylsma-Houghton

ATTEST:



Pamela Romero, Secretary