

CITY OF WALNUT
PARKS AND RECREATION COMMISSION AGENDA
WALNUT CITY HALL
21201 LA PUENTE ROAD, WALNUT
April 16, 2024

1. CALL TO ORDER 7:00 P.M.
2. FLAG SALUTE COMMISSIONER BRION
3. ROLL CALL COMMISSIONERS BRION, LEPP, MUNGUIA, PEDERSEN & POLLALIS
4. MINUTES REGULAR MINUTES OF MARCH 19, 2024
5. ORAL COMMUNICATIONS

Any person may present public testimony at this time. If any person wishes to address the Parks and Recreation Commission on any item on the agenda or on any other matter, please present your testimony at this time, and please limit your comments to three minutes. The Commission may choose to remove the item for discussion.

The Chairperson may impose reasonable limitations on public comments to assure an orderly and timely meeting. When addressing the Commission, please write your name and address on the sheet provided on the podium.

6. WRITTEN COMMUNICATIONS
7. CONSENT CALENDAR
 - A. Parks and Maintenance Report for March 2024
Recommendation: Receive and file.
 - B. Administratively Approved Park Use Requests March 2024
Recommendation: Receive and file.
 - C. Recreation Division Activities Summary March 2024
Recommendation: Receive and file.

D. Request for Use of Lemon Creek Park by Andes Furniture for a Company Birthday Party

Recommendation: It is recommended that the Parks and Recreation Commission approve the request by Andes Furniture for use of Lemon Creek Park on July 6, 2024 from 10:00 a.m. to 8:00 p.m. to hold a company birthday party.

8. ITEMS REMOVED FROM CONSENT CALENDAR

9. DISCUSSION

A. Discussion Continuation Re: Dog Park

Recommendation:

1. Conduct an open discussion regarding potential locations in Walnut for a dog park; and
2. Select two (2) most feasible sites to move forward with obtaining cost estimates to construct a potential dog park.

10. COMMISSION ITEMS

11. STAFF ITEMS

- A. Upcoming Recreation Programs/Events
- B. Park Project Updates
- C. City of Walnut-2024-25 Budget Study Session

12. ANNOUNCEMENTS

13. ADJOURNMENT

Minutes of the Regular Meeting
of the Parks and Recreation Commission
of the City of Walnut

A regular meeting of the City of Walnut Parks and Recreation Commission was held on Tuesday, March 19, 2024.

CALL TO ORDER: The meeting was called to order by C/Munguia at 7:00 p.m.

FLAG SALUTE: Commissioner Pollalis

ROLL CALL:

PRESENT: Commissioners Lepp, Munguia, Pedersen & Pollalis

ABSENT: Commissioner Brion

Also present at the meeting were Deputy Community Services Director Bumia, Community Services Superintendent Martinez, Management Analyst Munoz and Executive Assistant Vermeer.

MINUTES:

C/Pedersen made a motion, seconded by C/Lepp and was carried 3-0-1 to approve the minutes on February 20, 2024.

AYES: Lepp, Munguia & Pedersen

ABSENT: Brion

ABSTAIN: Pollalis

ORAL COMMUNICATIONS:

WRITTEN COMMUNICATIONS:

CONSENT CALENDAR:

C/Lepp made a motion, seconded by C/Pedersen and carried 4-0, to accept items 7A – 7C under Consent Calendar as recommended.

AYES: Lepp, Munguia, Pedersen & Pollalis

ABSENT: Brion

ABSTAIN: None

ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION:

DISCUSSION:

COMMISSION ITEMS:

STAFF ITEMS:

ANNOUNCEMENTS:

ADJOURNMENT:

There being no further business to come before the Commission, the meeting adjourned at 7:20 p.m.

Chairperson

ATTEST:

Executive Assistant



AGENDA ITEM 7A

- Consent Calendar
- Discussion

WALNUT PARKS AND RECREATION COMMISSION

AGENDA DATE: APRIL 16, 2024

TO: Parks and Recreation Commission

VIA: Melissa Barcelo, Community Services Director *MB*

FROM: Kenny Martinez, Community Services Superintendent *KM*

SUBJECT: Parks Maintenance Report for March, 2024

RECOMMENDATION:

It is recommended that the Parks and Recreation Commission receive and file the Parks and Maintenance Report for March, 2024.

BACKGROUND:

This report is prepared and provided for the Parks and Recreation Commission for review and information on the current status of the maintenance and operations of the City of Walnut's Park system.

The Maintenance Division of the Community Services Department manages general park maintenance at all City parks. General maintenance is performed largely by a landscape maintenance contractor and some by the City staff. The general maintenance includes mowing, edging, hedging, pruning of shrubs and trees, as well as the monitoring of rodents and pests. It also includes irrigation audits and playground inspections. Restroom maintenance services are provided by the custodial contractor. Park restrooms are open and maintained seven days a week, with the exception of two holidays per year (Thanksgiving Day and Christmas Day).

City parks with sports fields are maintained at an optimum level through the services of sports field specialists. City staff augments the maintenance services through regular inspections and audits of the fields.

City maintenance staff also performs special projects in all parks including graffiti removal and playground equipment repairs. In order to conform to California playground standards, staff performs playground inspections on a weekly basis.

Additional maintenance activities for the division in March included the following:

Arroyo:

- Treated for fire ants throughout the park.

Ashley:

- Reseeded the turf.

Butterfield:

- Conducted weekly inspections of the park.

Country Hollow:

- Conducted weekly inspections of the park.

Creekside:

- Unclogged the urinal in the men's restroom.
- Re-keyed the snack bar, storage building doors, baseball field gates, field lighting control box, and dugout gates.
- Replaced electrical circuit breakers, buss bar, & electrical receptacle cover in the snack bar.
- Treated for gophers throughout the park.
- Treated for fire ants throughout the park.

Heidelberg:

- Conducted weekly inspections of the park.

Lemon Creek:

- Removed graffiti during the month.

Snow Creek:

- Treated for gophers throughout the park.
- Treated for fire ants throughout the park.
- Re-keyed the storage room, ballfield gates, dugout gates, and field lighting control box.

Suzanne:

- Replaced 4 windows in the north snack bar that were broken due to vandalism.

Walnut Hills:

- Conducted weekly inspections of the park.

Walnut Ranch:

- Repainted red curbs in the parking lot.

- Installed timer for electrical receptacles on the tennis courts
- Treated for fire ants throughout the park.
- Welded on locks for the exterior gates around the snack bar.
- Repaired wiring for the soccer lights pole on field #4.

RELATION TO MISSION STATEMENT:

We will enhance civic pride by offering superior facilities and programs.



AGENDA ITEM 7B

- Consent Calendar
 Discussion

WALNUT PARKS AND RECREATION COMMISSION

AGENDA DATE: APRIL 16, 2024

TO: Parks and Recreation Commission

VIA: Melissa Barcelo, Community Services Director *MB*

FROM: Chris Vermeer, Executive Assistant *CV*

SUBJECT: Administratively Approved Park Use Requests – March 2024

RECOMMENDATION:

It is recommended that the Parks and Recreation Commission receive and file this informational report.

ANALYSIS:

Attached, please find a list of park use requests that were administratively approved during the month of March. In addition, staff included requests that were administratively approved since January and have been reviewed by the Commission during previous meetings.

RELATION TO MISSION STATEMENT:

We will enhance civic pride by offering superior facilities and programs.

Location	Date	Day	Start - End Time	Event	Attend/Qty
Lemon Creek Picnic Area	Jan 13, 2024	Saturday	11:00 AM - 01:00 PM	Birthday	20
	Jan 14, 2024	Sunday	11:00 AM - 02:00 PM	Birthday	30
	Jan 20, 2024	Saturday	07:00 AM - 10:00 PM	65th Walnut Birthday	1
	Jan 21, 2024	Sunday	07:00 AM - 10:00 PM	65th Walnut Birthday	1
	Jan 28, 2024	Sunday	01:00 PM - 05:00 PM	Picnic	50
	Feb 3, 2024	Saturday	01:00 PM - 05:00 PM	Birthday	80
	Feb 4, 2024	Sunday	08:00 AM - 01:00 PM	Picnic	20
	Feb 10, 2024	Saturday	10:00 AM - 06:00 PM	Picnic	100
	Feb 17, 2024	Saturday	10:00 AM - 06:00 PM	Birthday	80
	Feb 18, 2024	Sunday	11:00 AM - 06:00 PM	Picnic	50
	Feb 24, 2024	Saturday	12:00 PM - 05:00 PM	Birthday	50
	Mar 9, 2024	Saturday	11:00 AM - 06:00 PM	Picnic	80
	Mar 10, 2024	Sunday	10:00 AM - 06:00 PM	Birthday	35
	Mar 16, 2024	Saturday	10:00 AM - 05:00 PM	Birthday	50
	Mar 23, 2024	Saturday	11:00 AM - 04:00 PM	Birthday	50
	Mar 24, 2024	Sunday	02:00 PM - 07:00 PM	Picnic	50
	Mar 30, 2024	Saturday	11:00 AM - 08:00 PM	Picnic	60
	Suzanne Picnic Area	Jan 13, 2024	Saturday	12:00 PM - 07:00 PM	Birthday
Jan 27, 2024		Saturday	07:00 AM - 10:00 PM	65th Walnut Birthday	1
Jan 28, 2024		Sunday	08:00 AM - 09:00 PM	Birthday	50
Feb 3, 2024		Saturday	01:00 PM - 05:00 PM	Birthday	40
Feb 10, 2024		Saturday	09:00 AM - 02:00 PM	Birthday	25
Feb 11, 2024		Sunday	08:00 AM - 06:00 PM	Picnic	50
Feb 17, 2024		Saturday	01:00 PM - 04:00 PM	Lunar New Year	15
Feb 18, 2024		Sunday	11:00 AM - 04:00 PM	Birthday	60
Feb 24, 2024		Saturday	07:00 AM - 09:00 PM	WYS Opening Day	149
Feb 25, 2024		Sunday	10:00 AM - 03:00 PM	Picnic	20
Mar 2, 2024		Saturday	10:00 AM - 02:00 PM	Picnic	50
Mar 3, 2024		Sunday	01:30 PM - 04:30 PM	Birthday	15
Mar 9, 2024		Saturday	10:00 AM - 01:00 PM	Picnic	80
Mar 10, 2024		Sunday	07:00 AM - 04:00 PM	Baby Shower	125
Mar 16, 2024		Saturday	09:00 AM - 05:00 PM	Birthday	65
Mar 22, 2024		Friday	12:00 AM - 12:00 AM	Taste of Walnut	1
Mar 30, 2024		Saturday	09:00 AM - 05:00 PM	Picnic	125



AGENDA ITEM 7C

Consent Calendar

Discussion

WALNUT PARKS AND RECREATION COMMISSION

AGENDA DATE: APRIL 16, 2024

TO: Parks and Recreation Commission

VIA: Melissa Barcelo, Community Services Director *MB*

FROM: Jamie Bumia, Deputy Community Services Director *JB*

SUBJECT: Recreation Division Activities Summary- March 2024

RECOMMENDATION:

Staff recommends that the Parks and Recreation Commission receive and file this report.

BACKGROUND:

This report is prepared and provided for the Parks and Recreation Commission for review and information on the Recreation Programs that occurred during the month of March.

SENIOR PROGRAMS:

SENIOR DINE-IN NUTRITION LUNCH PROGRAM

The Senior Dine-In Nutrition program is open to seniors 60 years and older. Since the start of May, hot meals are being served Monday through Friday, on a first-come first-serve basis. To participate in this program guests must complete a YWCA intake form, check-in begins at 10:30 a.m. with meals served from 11:00 a.m. to 12:00 p.m. or until food is available.

Average Attendance : 45

On Fridays, beginning January 5 through June 28, 2024 YWCA will be providing seniors ages 60 and older with seven (7) frozen meals to take home. Tickets to receive a take home box are first come first serve and check-in begins at 10:30 am. Boxes will be distributed at approximately 12:00 pm. A YWCA intake form is required. We are currently giving out 80 boxes per week.

SOCIAL CONNECTIONS

The City of Walnut Senior Center is now partnering with the Los Angeles County of Mental Health Department on Mondays from 11:00 am to 12:00 pm to offer a one-hour support group

for seniors allowing individuals to come together around a common activity to develop social connections. Here seniors are able to come and socialize, play games, share their stories, and explore different topics with the Department Staff and their fellow peers.

Average Attendance: 15-20 participants

SENIOR SEMINARS / SPECIAL EVENTS:

Seminar: Medicare 101 – Event Rescheduled

March 19, 2024

Presented by : C&C Family Insurance Services

Info : Learn valuable information regarding medicare. What it covers and how to secure it for yourself.

Meet & Greet: Forest Lawn

March 6, 2024

9:30 am to 11:30 am

Meet & Greet: Humana Health Plan – Event Rescheduled.

March 13, 2024

9:30 am to 11:30 am

OLDER ADULT CLASSES:

OLDER ADULT CLASSES

Heart and Soul Line Dance classes started offering lessons twice a week. Monday classes are perfect for the working older adult and scheduled for 6pm. Thursday classes are perfect for the retired person, scheduled for the morning at 9:30 am. These classes are a perfect way to good heart health without the constant strain on joints and easy to follow. All levels are welcome and no partner is necessary.

Zumba Gold classes are now being offered at the Senior Center on Mondays from 12:30 pm to 1:30 pm. Zumba Gold is a lower impact dance class designed with seniors in mind. This fun and social class will teach different types of Latin and international dances. This class provides simple to follow Zumba choreography that promotes balance, range of motion, posture strengthening and coordination.

Young at Heart. The City of Walnut has partnered with Independence at Home and the Young at Heart Healthy Aging Association to offer a 32-week program that can improve upper and lower body strength, balance, reduce stress, improve mental health, and reduce the risk of falling. Class is full with 21 participants.

GROW GROUP COUNSELING

The Senior Group GROW Group Counseling program has continued to be in person, since the transition of the virtual forum. GROW meets the first Friday of every month from 9:00 am to 11:00 am. Participants ages 55 and older are welcome and encouraged to learn new skills that will allow them to GROW.

TEEN CENTER:

The Teen Center is open from 2:00 pm to 7:00 pm for teens in 6th through 12th grades. They are able to enjoy activities including sports, crafts, board games, movies, air hockey, table tennis, foosball and pool. Homework assistance is available to those who wish and new this year the Teen Center's Computer lab reopened with 10 new computers for the teens to utilize for homework and games. Teen Center membership for the school-year will be \$120 for the year or \$75 for each semester. Currently there are 206 Teen Center members registered.

The ever so popular Special Day Treats continued to be a popular special event on Tuesdays. With specialized treats to celebrate St. Patrick's Day and Spring.

The Teen Friday Night (TFN) for March was an excursion to Boomers on March 8. The excursion was sold out with 26 participants going to Boomers and enjoying mini-golf, arcade, and rides.

Youth and Family Group Counseling

This program is conducted every Monday at 6:00 pm at the Walnut Senior Center.

SPORTS LEAGUES & CLASSES:

Open Gym hours for Table Tennis, Badminton, and Basketball are available in the morning from 8:30 am to 1:30 pm at the Walnut Gymnasium and volleyball on Tuesdays from 7:00 pm to 10:30 pm. Additional hours for those activities have been added on to Saturdays in March.

WALNUT YOUTH BASKETBALL (WYB)

Walnut Youth Basketball (WYB) winter season concluded games in March. On the last day of games teams received their pictures and received cupcakes to celebrate each team's season. With coaches and staff, a selection of players from all divisions were picked to participate in the SCMAF San Gabriel Valley Basketball Tournament which hosted teams from 10 cities throughout the San Gabriel Valley. The City sent five teams, two girls teams and three boys teams. All teams, coaches and staff represented the City very well. With the Girls 3rd/4th graders making it to the semi-finals, the Boys 7th/8th graders making it to the quarter finals. The Boys 3rd/4th graders made it to the Championship game and were runner-up. The Girls 5th/6th graders won their bracket beating the City of Azusa in the finals.

Staff is working on preparing for the Summer season which will begin practices in June and games in July.

THE ADULT BASKETBALL LEAGUE (ABL)

The Winter/Spring ABL for Wednesday and Thursday league continued through the month of March with 12 teams playing on Wednesday and 16 teams on Thursday including 6 all female teams. The Sunday league resumed on March 16 with 12 teams.

CLASSES

For the Spring session of classes we have introduced two volleyball classes. Junior Spikers is for youth ages 8 -12 years of age and is an introductory to the sport of volleyball. Middle School Class is for students 11 – 14 years of age and is a more advanced class working on specific skill sets for the sport.

AQUATICS

The Recreation Division Sharks Swim Team began their Spring Conditioning practices March 19th practices are held Tuesdays and Thursdays from 6:30 pm to 8:00 pm. The Sharks Swim team conditioning program allows participants from the summer swim team and new possible members to work on their strokes and fitness in the off season of competition. The Sharks will conclude in May with an intra-squad meet.

SENIOR/COMMUNITY EXCURSIONS:

<u>Senior Excursions:</u>	<u>Date</u>	<u>Participants</u>
Glenn Miller Orchestra	Mar 3	Canceled – Low Enrollment
Springtime at Descanso Gardens	Mar 26	44 (FULL)

<u>Community Excursions:</u>	<u>Date</u>	<u>Participants</u>
Santa Barbara Museum of Art	Mar 9	44 (FULL)
Chicago at the Pantages in Hollywood	Mar 17	44 (FULL)

RECREATION CLASSES:

Webby Dance Ballet, Jazz and Hip Hop and Creative Dance, Young Rembrandts Drawing classes, Da Hula Studio, Heart and Soul Line Dance and International Line Dance continue to hold strong numbers for the beginning weeks of the spring session. Classes are offered both at the Senior Center and Gymnasium.

CITY-WIDE SPECIAL EVENTS:

Taste of Walnut

March 23, 2024

This year's Taste of Walnut was on Saturday, March 23 from 4:00 p.m. to 8:00 p.m. at Suzanne Park. Highlights of the event included live entertainment, food and drink samples, and a beer and wine garden. We had 26 local food and drink vendors participate in this event this year passing out a variety of items such as boba, coffee, dumplings, pizza, fried rice, tacos, teas, and waffles just to name a few. The event was a huge success with over 400 community members in attendance.



AGENDA ITEM 7D

- Consent Calendar
- Discussion

WALNUT PARKS AND RECREATION COMMISSION

AGENDA DATE: APRIL 16 2024

TO: Parks and Recreation Commission

VIA: Melissa Barcelo, Director Community Services *MB*
Jamie Bumia, Deputy Director Community Services *JB*

FROM: Chris Vermeer, Executive Assistant *CV*

SUBJECT: Request for Use of Lemon Creek Park by Andes Furniture for a Company Birthday Party

RECOMMENDATION:

It is recommended that the Parks and Recreation Commission approve the request by Andes Furniture for use of Lemon Creek Park on July 6, 2024 from 10:00 a.m. to 8:00 p.m. to hold a company birthday party.

BACKGROUND:

Daisy Guerra, representing Andes Furniture has requested the use of Lemon Creek Park on July 6, 2024 from 10:00 a.m. to 8:00 p.m. to hold a company birthday party. The applicant has indicated that approximately **85** persons are anticipated to attend the event.

ANALYSIS:

Andes Furniture is a Resident Business that serves the City of Walnut. Applications for use by resident businesses of **50** persons or more, and/or for more than one day, will be reviewed by the Parks and Recreation Commission. Staff has reviewed the application and found that it meets the requirements for use of the picnic area with no additional special permissions.

RELATION TO MISSION STATEMENT:

We will enhance civic pride by offering superior facilities and programs to our park using residents.



AGENDA ITEM 9A

- Consent Calendar
 Discussion

WALNUT PARKS AND RECREATION COMMISSION

AGENDA DATE: APRIL 16, 2024

TO: Parks and Recreation Commission

VIA: Melissa Barcelo, Community Services Director *MB*

FROM : Jamie Bumia, Deputy Community Services Director *JB*
Corinne Munoz, Management Analyst *CM*

SUBJECT: Discussion Continuation Re: Dog Park

RECOMMENDATION:

Staff recommends that the Parks and Recreation Commission:

1. Conduct an open discussion regarding potential locations in Walnut for a dog park; and
2. Select two (2) most feasible sites to move forward with obtaining cost estimates to construct a potential dog park.

BACKGROUND:

The Commission has considered a dog park development several times in the past four years. Recently, at the August 15, 2023 Parks and Recreation Commission Meeting, Mayor Pro Tem, Linda Freedman requested the Commission revisit the discussion of a dog park and discuss the feasibility of constructing one in Walnut. Staff was directed to come back to the Commission with specific information regarding a potential dog park in the City.

At the January 16, 2024 Parks and Recreation Commission Meeting, the Commission asked staff for a Community Meeting to be held in conjunction with the February Parks and Recreation Commission Meeting to engage with the public regarding a dog park.

The February 20, 2024 Parks and Recreation Commission Meeting was held in conjunction with a Community Meeting to receive feedback from the residents regarding a dog park.

ANALYSIS:

At the Parks and Recreation/Community Meeting on February 20, 2024, staff presented four (4) potential sites to the Commission:

1. North 40 located at Walnut Ranch Park
2. Country Hollow Park
3. Snow Creek Park
4. Suzanne Park

While discussing the site(s) and other related factors, staff also shared the results of the survey that was available to the public with specific questions related to a potential dog park. The following questions were listed on the survey:

1. Would you like to see a dog park in the City of Walnut?
2. Any specific location in Walnut you think a dog park would be best?
3. Would you support a dog park in your neighborhood?
4. Any specific amenities you would like the dog park to have?
5. Name and Address of Resident who is completing this survey.

As such, Staff was directed to conduct an analysis for all four (4) potential sites listed above. The analysis would include feasibility of each site, with an overall cost.

Further, Staff contacted neighboring cities who have an existing dog park to gather estimated construction and operational costs. Depending on specific amenities and materials used, an annual operation budget for a dog park ranged anywhere from \$10,000 to \$88,000.

RELATION TO MISSION STATEMENT:

We will collaborate by encouraging open discussion.