



MINUTES
CITY OF NORCO

Parks and Recreation Commission

January 11, 2016

City Council Chambers
2820 Clark Avenue, Norco, CA 92860

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1. **CALL TO ORDER:** 6:35 p.m.

 2. **ROLL CALL**
 - Chair Boyle, Present
 - Vice Chair Kahan, Present
 - Commissioner Gable, Absent
 - Commission Hallam, Absent
 - Commissioner Holder, Present

 3. **PLEDGE OF ALLEGIANCE** Commissioner Holder

 4. **PRESENTATION/S**
 - A. Introduction of Volunteer & Special Events Specialist Katrina Enriquez
Superintendent Anglin introduced Katrina Enriquez and stated her qualifications that will add to employment with the City.
 - B. Parade of Lights and Christmas Festival
The Power Point presentation was shown. Superintendent Anglin acknowledged the sponsors once again. She stated that it was the largest turn out yet for participants in the parade. She also thanked Commissioner Kahan for being the Chair of this committee and appreciates all the hard work he and the committee members put into the success. Commissioner Kahan also appreciates the committee and their dedication as well as the commitment of Staff.

 6. **PUBLIC COMMENTS**

Resident Bonnie Slager- Ms Slager stated she was pleased to see no candy being thrown to the crowds on the side of the street during the Parade of Lights. She also invited everyone to the Animal Control Shelter on Saturday at 2:00 p.m. for the NHA dedication of a bench to the memory of Charles Hemmings.

 7. **CONSENT CALENDAR**
 - A. APPROVAL OF MINUTES – November 9, 2015
 - B. APPROVAL OF MINUTES – November 16, 2015 Joint Meeting Parks and Recreation Commission and Streets, Trails and Utilities Commission

END OF CONSENT CALENDAR

M/S KAHAN/HOLDER to approve the Minutes of November 16, 2015 and continue the Minutes of November 9 to the next regular meeting in March.

AYES: BOYLE, HOLDER, KAHAN

Motion Passed

NOES: NONE

ABSENT: GABLE, HALLAM

ABSTAIN: NONE

8. DISCUSSION OF REMOVED CONSENT CALENDAR ITEMS

9. DIRECTOR ACTION ITEMS

NONE

10. DEPARTMENT REPORTS

A. Department Operations Report Recreation and Community Services
Superintendent Anglin provided an overview of the Staff Report provided to the Commission. Commissioner Holder gave Kudos to Staff for the Veterans Day Ceremony at the Veterans Memorial. She commented on the flag retirement ceremony and the impact it made to attendees in the stands. Commissioner Kahan thanked Superintendent Koke for making the fire pit for the flag retirement ceremony. It was more than Commissioner Kahan expected when he asked for something to be created a day earlier.

B. Department Operations Report Parks and Building Maintenance

Superintendent Koke provided an overview of the Staff Report provided to the Commission.

C. Department Operations Report George Ingalls Equestrian Event Center

Facility Coordinator Ireland provided an overview of the Staff Report provided to the Commission. Chair Boyle asked if there are any formal evaluations that the City provides to renters to get their feedback on the experience they had with their event. Facilities Coordinator Ireland stated that there is nothing formal but she could create something if needed. She stated that she gauges success by whether or not the rental returns for another booking.

D. Department Operations Report Animal Control Services

Superintendent Scagnamiglio presented the Staff Report to the Commission.

M/S HOLDER/KAHAN to Receive and File all Department Reports in Item 10

AYES: BOYLE, HOLDER, KAHAN

Motion Passed

NOES: NONE

ABSENT: GABLE, HALLAM

ABSTAIN: NONE

11. COMMISSION ACTION ITEMS

A. Norco Girls Softball Facility Use Agreement and Concession Agreement

Chair Boyle stated that this item will be continued to a Special Meeting due to information received from Norco Girls Softball. Superintendent Anglin stated that she would like to schedule the Special Meeting for the following week. After discussion, it was decided to hold the meeting on January 21, 2016 at 6:00 p.m.

12. COMMITTEE REPORTS

A. Senior and Human Service Programs Update

Supervisor Calvert reviewed the report that was provided to the Commission. Commissioner Kahan stated that he is proud of senior center and the senior program. He stated his appreciation for Supervisor Calvert who in turn stated that she is grateful for Council, Commission and Staff support. Chair Boyle stated that he agrees with Commissioner Kahan and understands that to be successful is a lot of work and he appreciates the dedication.

B. Youth Sports Advisory Committee Update

Superintendent Anglin stated the Committee met last Tuesday. AYSO, NLL and NGSL were present; NJAAF was not. The Committee talked about upcoming opening day ceremonies for NLL and NGSL which are in March. Sign-ups for these groups are going well. Also discussed was field maintenance with the Parks Superintendent. The fields are currently under renovation and will be available the end of February and the first week of March. Supervisor Calvert added that the Easter Egg Hunt will be held on March 26 which is ordinarily sports play day, so staff reminded the organizations that they can have the fields in the afternoon. Superintendent Anglin continued and stated that he reiterated the importance of communication within the sports groups themselves. It is very important to exchange information when leaders of the groups change: By Laws, Permits, Schedules Submitted, etc.

Chair Boyle stated that each year new Boards and new Presidents are elected and sometimes information does not get passed. City staff is an integral part of making sure the new board members learn what is required of them.

Commissioner Holder inquired if a "phone tag weather system" for internal information flow has been implemented. Anglin stated that she is working on it with Henk. They are planning on evaluating fields and determining field use by 10 a.m. if there is weather that will inhibit the use of the fields. With the recently utilized NIXEL system, it is possible to notify those with the need to know of field conditions.

C. Cell Site Updates

Superintendent Anglin stated that all CUPs were approved for the Verizon Cell Sites at the three sites including Wayne Makin, Parmenter Park and Ingalls. We are awaiting agreements to be returned from Verizon's council. We should have that info within the next month.

D. Community Art Update

Superintendent Koke stated that two metal art horses have been placed at the corner of Crestview and Sixth and retaining walls have been installed. Staff is attempting to get in touch with the artist to set an appointment to meet regarding the Stage Coach he is creating and the other horses.

13. COMMISSIONER COMMENTS

Commissioner Holder questioned if it is possible to add sand to the neighborhood arenas which may stabilize the ground better in rainy weather. Henk stated that it may be possible to add to Hawks Crest Park. He stated that it is safer to keep the arenas closed during wet weather. Commissioner Holder inquired if Clark or Moreno Arenas for longer hours in the rain. Facilities Coordinator Ireland stated that it depends on what is going on as far as events go. She also stated that even if the arenas are in good condition, the driving may be dangerous; it is slippery when it is wet.

Chair Boyle stated that the most important thing is to keep it safe. It would be great if people understood the information that goes behind making the decisions. It is not always black and white.

ADJOURNMENT

Chair Boyle adjourned the meeting at 7:51 p.m. to the special meeting scheduled for January 21, 2016 at 6:00 p.m.

Robin Shepard
Executive Secretary