



MINUTES
CITY OF NORCO

Parks and Recreation Commission

September 14, 2015

City Council Chambers
2820 Clark Avenue, Norco, CA 92860

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1. **CALL TO ORDER:** 6:36p.m.
2. **ROLL CALL** Chair Boyle, Present
Vice Chair Kahan, Present
Commissioner Gable, Present
Commission Hallam, Present
Commissioner Holder, Present
3. **PLEDGE OF ALLEGIANCE** Commissioner Kahan

4. **PRESENTATION/S**

NONE

5. **PUBLIC COMMENTS**

NONE

6. **CONSENT CALENDAR**

- A. APPROVAL OF MINUTES – July 13, 2015

END OF CONSENT CALENDAR

M/S Hallam/Kahan to approve the consent calendar
AYES: Boyle, Gable, Hallam, Kahan **Motion Passed**
NOES: NONE
ABSENT: NONE
ABSTAIN: Holder

7. **DISCUSSION OF REMOVED CONSENT CALENDAR ITEMS**

NONE

8. **DIRECTOR ACTION ITEMS**

- A. Discussion of Department Reorganization

Recently the Department has undergone a change in organization. The Public Works Department will now report to Deputy City Manager Petree. This will include public works, streets and trails. Water functions will continue to be a part of Public works. The Capital Improvements Projects will be included in Engineering and through the Water Consultant, Bill Thompson. The City Manager is currently looking for a manager who will handle the management of water and utilities. Deputy City Manager Petree will now be overseeing the Streets, Trails and Utilities Commission. Dominic Milano, City Engineer, will be handling Engineering functions. Sam Nelson, Associate Engineer will be responsible for NMPDES and Capital Projects. He will also be involved in Regulation and Code Enforcement that is involved in Engineering. Building and Safety has been merged with Planning under Steve King. We are trying to improve the Customer Service image and turn plan checks around in a quicker manner.

Commissioner Hallam stated his concern about contracting plan checks to outside companies. In his experience, it seems contractors tend to nit-pick to justify their necessity. He hopes that the City keeps a finger on that to keep it under control.

9. **DEPARTMENT REPORTS**

A. Department Operations Report Recreation and Community Services
Superintendent Anglin presented an overview of the Staff Report that was provided to the Commission.

B. Department Operations Report Parks and Building Maintenance
In Superintendent Koke's absence, Deputy City Manager Petree presented an overview of the Staff Report that was provided to the Commission. Regarding the problems at the pool, Chair Boyle asked if the Citizens on Patrol could patrol near the pool more often. Deputy City Manager Petree stated that, unfortunately, it is the location of the pool which is not seen from the streets so it is more difficult to spot what is going on. Staff is looking to add the destruction of the pool to the Capital Improvement Project list soon.

In response to Commissioner Kahan's question, Deputy City Manager Petree stated that having motion sensor lights may cause more of a problem at night time since skateboarders would then be able to see.

C. Department Operations Report George Ingalls Equestrian Event Center
Facility Coordinator Ireland presented an overview of the Staff Report that was provided to the Commission

Resident Ted Hoffman stated that he adapted the roping boxes for the USTRC whose specification that run deeper and wider than the PRCA. He stated he confirmed with PRCA that it was legal for their events but wanted make sure there were no issues.

Ted stated he has a friend who has challenged him to approach Commission to get the sound system at Moreno Arena fixed. He feels the sound system did not sound professional at the recent PRCA rodeo. His friend, Doug, is willing to meet with City representatives to discuss what improvements could be made. Deputy City Manager Petree stated that he

would be willing to meet with Doug to discuss the issue. He is eager to hear what Doug suggests.

Ted also suggested that the City get together with Horseweek, Norco Mounted Posse and the Fair Committee and work out a way to have an intercom system throughout the park. It would be helpful when finding lost parents; the sound system in the announcer's booth would not have to be used.

D. Department Operations Report Animal Control Services

In Superintendent Scagnamiglio's absence, Deputy City Manager Petree presented an overview of the Staff Report that was provided to the Commission.

Commissioner Hallam questioned what security is in place to avoid the break-in that recently happened in Riverside. Deputy City Manager Petree stated that we have building security for the internal buildings; there are security lights for the external buildings as well as motion sensors. There are no cameras which may be a good idea to think about at a later time. Very rarely are there any incidences with vandalism or break-ins.

10. **COMMISSION ACTION ITEMS**

NONE

11. **COMMITTEE REPORTS**

A. Special Events Update

Superintendent Anglin reviewed the Staff Report that was provided to the Commission.

Commissioner Holder stated that in listening to all the special events and the events that occurred at Ingalls she sees how much the staff and volunteers work and she appreciates everyone's efforts.

B. Senior and Human Service Programs Update

In Supervisor Calvert's absence, Superintendent Anglin reviewed the report that was provided to the Commission.

In response to Commissioner Holder's questions, Superintendent Anglin stated that the lunches for the seniors are going great! She stated that there is a new person from Sodexo and when Supervisor Calvert returns to the officer, they will set up a meeting to make sure the new person is aware of our standards and needs.

Commissioner Gable questioned how the temperature was determined for opening a cool center and inquired if humidity was considered. Superintendent Anglin stated that temperature actually comes from the National Weather Services. Notice comes from Community Action stating that Cool Centers are going to activate. However, if Staff feels the need to open due to the temperatures in Norco, we will open our facility.

C. Youth Sports Advisory Committee Update

In Supervisor Calvert's absence, Superintendent Anglin reviewed the report that was provided to the Commission.

D. UNLOAD Update

In Supervisor Calvert's absence, Superintendent Anglin reviewed the report that was provided to the Commission. Red Ribbon Week was a discussion at the meeting. There will be a Red Ribbon Family Fun Festival on October 25th. The school district is having a creative writing poster and media contest. They also discussed U.N.I.T.Y. which had its kickoff meeting on August 27th at the Corona Library.

E. Fee Schedule Update

Superintendent Anglin discussed the report provided to the Commission. When the City Council adopted the fee resolution on August 5, 2015, they asked Staff to review non-resident fees, special event fees, camping fees and the Facility Use Policy for the Senior Center. Staff met with the Commission Sub-Committee and they agreed that an additional \$10 fee will be added as part of Wee People registration for next year. They also agreed that a \$5 non-resident fee would be reasonable to add to all youth sports and would not price the program out of the market. It was recommended to not add non-resident fees at Ingalls or the Senior Center. The sub-committee also agreed on a fee structure for vendor booths. Finally, a new fee for the rental of the Rose M. Eldridge Activity Room was added to the 2015 fee schedule. The Facility Use Policy will state that the rental of this facility will not disrupt or impact current programs or services.

Chair Boyle and Commissioner Holder both stated that they agree that Superintendent Anglin's presentation of the fee discussions was thorough and on point.

F. Silverlakes Update

Deputy City Manager Petree stated that this weekend was the soft opening for the Silverlakes property. There were over 200 teams that participated and this is a 42 week league. Many of the vehicles that left the facility made a left to Norco out of the parking lot. It was a very successful weekend. They had quite a variety of food for those that did not want to leave the property. There was a large tent with misters, TVs and music. There will be an equestrian event in December. They are waiting on Edison to power up for lights; currently, they are using generators. There will be a Silverlakes App for phones that will help people navigate their way through the property. Comments in the community were that the restaurants in town did very well.

Commissioner Holder asked if it was possible to notify the Norco restaurants of events that are occurring at Silverlakes so they can staff properly and prep enough food to make the guests happy and want to return on their next visit to the area. Deputy City Manager Petree stated that that was something they are currently working on.

12. Commission/Staff Communications

Commissioner Holder stated that Eagle Scout Chris Fowler who presented his project at a Parks and Recreation Commission meeting a few months ago had his Honor Court this past weekend. He had his guests walk through the garden at the Senior Center, the location of his project, so he could show off his hard work. Everyone was very excited and proud of him.

Commissioner Kahan stated that he has three bands booked for the next season of Concerts in the Park. He stated that he is friends with Kirk and the Hillbillies so he was excited that they had a great reception at the concert. The Fair Committee had booked them for two days after their performance at the Concert in the Park.

Commissioner Hallam stated that CAL FIRE is concerned about activating CERT since they are only permitted to be activated when the EOC is open. Deputy City Manager Petree stated that unless there is a FEMA designation, they cannot activate CERT. He stated that they will allow CERT to become a non-profit group and register with the City as a volunteer group. This will allow CERT members to do some of the things they have been trained to do.

Chair Boyle wanted to inform everyone of a second annual wheelchair basketball tournament in the future. He stated that it is really quite amazing to see these athletes play. It looks like it may be in April.

ADJOURNMENT

Chair Boyle adjourned the meeting at 8:39 p.m. to the next regular meeting scheduled for November 9, 2015 at 6:30 p.m.

Robin Shepard
Executive Secretary