



**CITY OF NORCO
PARKS AND RECREATION COMMISSION AGENDA**

**July 11, 2016
City Council Chambers
2820 Clark Avenue, Norco, CA 92860**

CALL TO ORDER: 6:30 PM

ROLL CALL

Geoff Kahan, Vice Chair
Jennifer Gable, Commissioner
Richard Hallam, Commissioner
Corinne Holder, Commissioner

PLEDGE OF ALLEGIANCE

OATH OF OFFICE OF APPOINTED MEMBERS

- A. Geoff Kahan
- B. Melissa Woodward

REORGANIZATION OF PARKS AND RECREATION COMMISSION

- A. Election of Chair
- B. Election of Vice Chair

PRESENTATION/S

1. PUBLIC COMMENTS

This is the time when person/s in the audience wishing to address the Parks and Recreation Commission regarding items not on the agenda may speak. Please be sure to complete a card located in the back of the room and present it to the Commission Secretary.

2. CONSENT CALENDAR

All items listed under the Consent Calendar are considered routine and may be enacted by one motion. Any public comments on the consent items will be heard prior to the motion to consider action by Commission. There will be no separate action unless members of the Commission request specific items be removed from the Consent Calendar.

- A. Approval of Minutes – May 9, 2016. **Recommended Action: Approve the Commission regular meeting minutes.**
- B. Department Operations Report Recreation and Community Services. **Recommended Action: Receive and File** (Superintendent Anglin)
- C. Department Operations Report Parks and Public Facilities. **Recommended Action: Receive and File** (Superintendent Koke)
- D. Department Operations Report George Ingalls Equestrian Event Center. **Recommended Action: Receive and File** (Facility Coordinator Ireland)
- E. Department Operations Report Animal Control Services. **Recommended Action: Receive and File** (Superintendent Scagnamiglio)

- F. Special Events Update. **Recommended Action: Receive and File** (Superintendent Anglin)
- G. Youth Sports Advisory Meeting Update. **Recommended Action: Receive and File** (Supervisor Calvert)

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

4. **DIRECTOR ACTION ITEMS**

- A. Norco Community Center Local Landmark Designation. **Recommended Action: Receive and File** (Deputy City Manager, Brian Petree)
- B. Sub Committee. **Recommended Action: Receive and File** (Deputy City Manager, Brian Petree)

5. **COMMISSION ACTION ITEMS**

6. **DEPARTMENT UPDATE**

ADJOURNMENT

Please contact the Department of Parks, Recreation and Community Services at 951/270-5632 if you need special assistance to participate in this meeting in compliance with the Americans with Disabilities Act. (28 CFR 35.102-35.104 ADA Title II) Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Staff reports are on file in the Parks and Recreation Department. Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at the City Clerk's counter at City hall located at 2870 Clark Avenue.

Agendas are located at the back of Council Chambers. Anyone wishing to speak on any agenda item may do so by filling out a request card in the back of the room and presenting it to the Commission Secretary. This meeting is being recorded.



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

**May 9, 2016
City Council Chambers
2820 Clark Avenue, Norco, CA 92860**

CALL TO ORDER: 6:30 PM

ROLL CALL

Chair Boyle, Present
Vice Chair Kahan, Present
Commissioner Gable, Absent
Commissioner Hallam, Present
Commissioner Holder, Present

PLEDGE OF ALLEGIANCE

Commissioner Kahan

PRESENTATION/S

A. 2016 SCMAF All-Star Tournament - Boys "C" Division Consolation Champions
Chair Boyle congratulated the team and expressed his appreciation to the parents for being committed and making sure their children were at practices and games. Superintendent Anglin shared the accomplishments of the team and noted the highlights of their season. Chair Boyle then provided each teammate present with the certificate. Recreation Specialist Carper, also their coach, expressed how proud he was of the team and encouraged them to keep up the hard work in basketball as well as in life. Commissioner Hallam he wanted to give "Kudos" to the parents for their commitment. Keeping children in sports is a way for keeping them out of the streets.

1. PUBLIC COMMENTS

NONE

2. CONSENT CALENDAR

- A. Approval of Minutes – March 14, 2016. **Recommended Action: Approve the Commission regular meeting minutes.**
- B. Department Operations Report Recreation and Community Services. **Recommended Action: Receive and File** (Superintendent Anglin)
- C. Department Operations Report Parks and Public Facilities. **Recommended Action: Receive and File** (Superintendent Koke)
- D. Department Operations Report George Ingalls Equestrian Event Center. **Recommended Action: Receive and File** (Facility Coordinator Ireland)
- E. Department Operations Report Animal Control Services. **Recommended Action: Receive and File** (Superintendent Scagnamiglio)
- F. Special Events Sub-Committee Update. **Recommended Action: Receive and File** (Superintendent Anglin, Sub-Committee Member Kahan and Holder)

Consent Calendar Item 2.A. was pulled by Vice Chair Kahan

M/S HALLAM/HOLDER to approve the remaining Consent Calendar items. The motion was carried by the following roll call vote:

AYES: BOYLE, HALLAM, HOLDER, KAHAN
NOES: NONE
ABSENT: GABLE
ABSTAIN: NONE

3. DISCUSSION OF REMOVED CONSENT CALENDAR ITEMS

2.A. Approval of Minutes – March 14, 2016.

Vice Chair Kahan noted corrections for the Minutes. 1) Item 7 Consent Calendar: Vice Chair Kahan voted Ayes and did not abstain. 2) Item 12 Commission Updates: The concert performances were extended from 90 minutes to 120. 3) Adjournment: The adjournment was to a regular meeting not a special meeting.

M/S KAHAN/HALLAM to approve the Minutes of March 14, 2016 with the noted corrections. The motion was carried by the following roll call vote:

AYES: BOYLE, HALLAM, HOLDER, KAHAN
NOES: NONE
ABSENT: GABLE
ABSTAIN: NONE

4. COMMISSION ACTION ITEMS

A. NJAAF Youth Sports Facility and Concession Agreement

Supervisor Calvert stated that the only change in the agreement after meeting with the president of the group was the statement in the Facilities Agreement-*“Traditional season sports field requests take precedence over non-traditional season sports field request”*. That has always been the operating premise but now it is stated very clearly in the agreement.

In response to Chair Boyle, Supervisor Calvert reiterated the reason for the change. She stated that there may be times during traditional season that games are cancelled and will need to be made up at the end of the season. In this case, the group scheduled to use the fields during their non-traditional times will need to make arrangements to allow the traditional season team to play their games. Supervisor Calvert stated that all groups work very well together with this arrangement.

Superintendent Anglin stated that because of turnover of leaders in the organizations, it was necessary to make sure the rule is clearly identified. There is joint use but traditional seasons do take precedence.

In response to Vice Chair Kahan, Supervisor Calvert stated that it may only happen a couple times a year. Reasons other than weather could be construction, unplanned maintenance or emergency repairs.

Commissioner Holder noted date discrepancies on the Facility Agreement in the terms on page 1 and page 10. The correct start date of the agreement is the 21st of July, 2016. That will be corrected by Supervisor Calvert.

M/S KAHAN/HALLAM to approve the NJAAF Facility and Concession Agreement with the noted changes to the Facility Agreement. The motion was carried by the following roll call vote:

AYES: BOYLE, HALLAM, HOLDER, KAHAN
NOES: NONE
ABSENT: GABLE
ABSTAIN: NONE

B. AYSO Youth Sports Facility Agreement

Supervisor Calvert stated after meeting with the commissioner of AYSO, the only change was the statement in the Facilities Agreement—*“Traditional season sports field requests take precedence over non-traditional season sports field request”*.

M/S HALLAM/HOLDER to approve the AYSO Facility Agreement. The motion was carried by the following roll call vote:

AYES: BOYLE, HALLAM, HOLDER, KAHAN
NOES: NONE
ABSENT: GABLE
ABSTAIN: NONE

5. DEPARTMENT UPDATE

A. Parks and Recreation Commission Vacancies

Superintendent Anglin reviewed the current commission vacancies within the City. There is currently one vacancy on EDAC and two on Parks and Recreation Commission and one for Planning Commission. She reviewed the requirement to serve.

B. Volunteer Dinner

Superintendent Anglin reminded everyone that the Volunteer Dinner is tomorrow night at Nellie Weaver Hall. Doors open at 6 p.m. and dinner is served at 6:30. There will be a photo booth and DJ. Commission is welcome to help serve dinner to our volunteers and enjoy the festivities. This is a way to thank our valuable volunteers.

6. COMMISSION COMMENTS

In recognition of Chair Boyle retiring from his seat on the Commission, Commissioner Hallam walked to the podium and stated that he had been asked and he is honored to do the presentation to Chair Boyle since he was on Commission when Chair Boyle was first appointed to the Commission. He read the inscription on the on the gift which was a wooden box with a gavel. He added personally that Chair Boyle has brought so much energy to the Commission as far as youth sports go. He spent countless hours perfecting the agreement with all sports group organizations.

Superintendent Anglin stated that on behalf of the department, Chair Boyle has been a tremendous help and guidance for staff. He has been a partner and has given insight and

stability to work with organizations through a lot of troubled times and a lot of fun times. For that, we are appreciative of everything he has done.

Chair Boyle stated that 12 years really goes by fast. The City has been through a lot over the years. It is so positive to see the direction the City is going. To watch the special events grow and the parks get developed has been a great ride. He stated that he is very proud of the sports organizations and how much their communication has grown. He complimented Staff on a job well done! And thanked each of the Commission members.

Commissioner Hallam stated that he is very happy to see Pickle Ball becoming an activity in the City. He expressed his exuberance in seeing the seniors getting involved in the activity. He also mentioned that the Jurupa rodeo is coming back this weekend. Show up and show your support for the Norco riders who will be competing.

Commissioner Kahan, stated that by the time we meet again in July, there will have been three concerts. This is his last chance before the next meeting to plug the event. He did a rundown of the upcoming bands and is excited about what is being offered to the residents this year.

ADJOURNMENT

Chair Boyle adjourned the meeting at 7:18 p.m. to the regular meeting scheduled for July 11, 2016 at 6:30 p.m.

Robin Shepard
Executive Secretary

CITY OF NORCO STAFF REPORT

TO: Parks and Recreation Commission

FROM: Brian K. Petree, Deputy City Manager/Director of Parks,
Recreation and Community Services

PREPARED BY: Michelle Anglin, Superintendent
Recreation and Community Services Division

DATE: July 11, 2016

SUBJECT: Department Operations Report Recreation and Community
Services

RECOMMENDATION: Receive and File

This memo is for your information and serves to identify updates within the Departments Divisions.

Division 730 – Recreation

1. Employment Interviews

Staff conducted interviews for the Special Events Specialist position on Tuesday, June 28, 2016.

2. T-Ball season concluded the first week of June. Awards took place June 4, 2016 at 6:30p.m. in Riley Gymnasium. Congratulations on a great season kids and thank you to all the parents and volunteer coaches that assist staff in making this league successful for the youth in the community!

3. Summer Basketball Camp

Registrations are being accepted for the Summer Basketball Camp for both boys and girls being held the week of July 11-15, 2016. Girls' camp is from 11a.m.-1p.m. daily and boys' camp is from 2p.m.-4p.m. daily

4. Summer Basketball

Summer league continues in Riley Gymnasium with practices and games. There are approximately 250 youth participating this summer season.

5. Adult Basketball

Summer Open Thursday league begins on July 21, 2016. Registration is now through July 14, 2016. Games are played at Riley Gymnasium located at 3950 Acacia Avenue. For more information, please call (951) 270-5632, Monday – Thursday, 8 am – 6 pm. or email jcarper@ci.norco.ca.us

6. Wheelchair Basketball Tournament

Staff resumed discussions with a committee on planning the Fall wheelchair basketball tournament at Riley Gymnasium that is slated to take place October 21-23, 2016. This year commemorates the 70th Anniversary of wheelchair basketball. More information will be shared with the Commission as details arise.

7. Astronomy Nights in Norco

The Riverside Astronomical Society brought Astronomy Night back to Norco on June 14, 2016 from 8-9:30pm at the Corydon Staging Area. This event was free of charge.

8. Summer Activities Guide and Brochure

The Summer Activities Guide is live and available on the City website.

Division 731- Youth and Teen Programs

9. Wee People Playschool

Summer is here with continued fun, games and learning at Wee People Playschool! In June, the children getting ready to enter into kindergarten in the Fall graduated from the Wee People Playschool program with a ceremony and celebration! Congratulations to all the Wee People super stars that are moving on to extraordinary things! Staff would like to thank all the parents for their support and trust in making a positive impact in your child's life!



10. Summer Kidz Camp

We've added a bunch of FUN in summer! Summer Kidz Camp is going on now! This summer recreational program for kids 5-12 years of age is filled with weekly activities, fun projects and field trips for children to enjoy while on school break. Weekly Summer Kidz Camps are available Monday through Friday 7 a.m.-6 p.m. now through August 5, 2016. For more information, please call 951.272.1619.

11. United Neighbors Involving Today's Youth (U.N.I.T.Y.)

Staff attended U.N.I.T.Y. General Meeting on Thursday, March 24, 2016 at 11:30 a.m. at the Corona Public Library

12. United Norconians for Life Over Alcohol and Drugs (UNLOAD)

Division 735 – Special Needs and Senior Services

13. Party Partners/Special Needs Program



At the June 15th City Council meeting, Pastor Rene Parish of Beacon Hill Assembly of God presented a check in the amount of \$20,000 for the Party

Pardners Program. This generous donation will allow us to continue to offer the successful programs that benefit our special needs adults.

Party Pardners sparkled on Friday, June 10, 2016 at their annual Talent Show. Participants had the opportunity to share their special talents and wow the crowd and judges! Medals were provided. Thank you to American Legion Women's Auxiliary for their continued support and supply of refreshments and to Assembly of God Church in Norco for program funding!

14. Cool Center

The Rose M. Eldridge Senior Center serves as a Cool Center during periods of excessive heat when temperatures reach 97 degrees or above. Hours of operation are as follows: Monday - Friday 8am-5pm, Sat-Sun 12-5pm. Temperatures will be monitored and hours may adjust as needed. For information on this location, please call 951-270-5647.

For more information or for a list of cool center locations, call (888) 636-8676 or visit www.rivcohealthdata.org. Speech or hearing impaired individuals may call TTY (951) 955-5126. For a list of summer-weather information and health recommendations, visit www.capriverside.org. The heat advisories and cool centers are services offered by the City of Norco in conjunction with Community Action Partnership of Riverside County, Riverside County Department of Public Health, Riverside County Fire Department, Community Connect, and the American Red Cross.

15. Horseweek Donation

Please help us extend a big THANK YOU to Norco Horseweek Committee for donating funds to make improvements in the Rose M. Eldridge Senior Center. Please stop by and see the new flooring and furniture!

16. Meetings

Advisory Board/S.T.A.R. Volunteers	Wed., 8/3/16	11:30 a.m.
Advisory Board/S.T.A.R. Volunteers	Wed., 9/7/16	11:30 a.m.

17. Upcoming Luncheons

"E Komo Mai" Luau Luncheon	Thurs., Aug. 18, Noon	\$3.00 pre-pay
"Sadie Hawkins Hoedown" Luncheon	Thurs., Sept. 8, Noon	\$3.00 pre-pay

18. Events

Seniors and Pets Breakfast & Bingo Breakfast 9a.m. & Bingo 11a.m.	2 nd Saturday of each month
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19. Activities

USDA Food Distribution	1 st Wed. of each month
Bunco \$5 each day	2 nd Thurs. of each month @11:30a.m.

20. Excursions

San Manuel Casino	Wed., July 13, 2016	9:00am	FREE
Sketchers Outlet	Wed., July 20, 2016	9:00am	FREE
Pechanga Casino	Wed., Aug. 3, 2016	9:00am	FREE
Ontario Mills	Wed., Aug. 17, 2016	9:00am	FREE
Dos Lagos	Wed., Aug. 31, 2016	9:30am	FREE

CITY OF NORCO STAFF REPORT

TO: Parks and Recreation Commission

FROM: Brian K. Petree, Deputy City Manager/Director of Parks,
Recreation and Community Services

PREPARED BY: Henk Koke, Superintendent
Parks and Building Maintenance

Date July 11, 2016

SUBJECT: Department Operations Report Parks and Buildings

RECOMMENDATION: Receive and File

This memo is for your information and serves to identify updates within the Department.

Division 733 – Parks Department

- Two of the sculptures included in the Public Art Project at the George Ingalls Equestrian Event Center were delivered this week. The Roper and Calf are positioned in front of the Moreno arena. Temporary fencing has been placed around the area until permanent fencing is installed. The Barrel Racer is being stored at the City Yard until the site for placement on the corner of Sixth and Crestview is prepared.



- The solar light on the roof of the restroom at Ridge Ranch Park was damaged. The cost to repair was \$200 and the repair was completed on June 28, 2016.

- Staff removed graffiti from a picnic bench at the Corydon Staging Area.
- 4H Barn cross beam was damaged by a truck or trailer. The two first sections are damaged due to the impact. A structural engineer inspected the pole barn and will be providing the City with a damage report. Estimated repair cost will follow. Caution tape and “Do not Enter” signs have been placed around the pole barn.



LMD's and Valley Crest

- The LMD's are being maintained as per schedule with attention being given to areas the Superintendent feels are in need. Work is also being directed by the issuance of work orders.
- Staff removed old furniture that was found in LMD 4.

Division 737 – Buildings

- City Council approved chandeliers from the Lake Norconian Club to be stored in the Bob and Karlene Allen Room. Staff constructed a safe and sturdy stand for the chandeliers to hang so they will not be damaged.



CITY OF NORCO STAFF REPORT

TO: Parks and Recreation Commission

FROM: Brian K. Petree, Deputy City Manager
Director of Parks, Recreation and Community Services

PREPARED BY: Patty Ireland, Facility Operations Supervisor
Parks, Recreation and Community Services Department

DATE: July 11, 2016

SUBJECT: Department Operations Report George Ingalls Equestrian Event Center

This memo serves as an update of events at the GIEEC. Listed below are events that were successfully presented during May thru June and events scheduled July thru September 2016. These events will take place in addition to the local horse shows, weekly community barrel race event, family gatherings, wedding receptions and quinceañera's.

1. Past Successful Events:

American Cancer Relay for Life and Bark in the Park events were held May 7th at Pikes Peak Park upper field area.

Roping 4 Ropers World Series Team Roping was held May 21st & May 22nd at the arena level and will be returning in 2017.

Pacific Coast Miniature National Horse show hosted the National Area VII Show (AMHR/Classic/Modern/ASPR) numerous stalls reserved and local hotel rooms were reserved. Show starts Friday, May 27th - Sunday, May 29th at the Arena Level area.

The Horse Town Brew N' Que event was held June 3rd – 5th with great music, Pit Masters and Kids Que and will be returning June 2017.

The Lake Norconian Club Foundation hosted the "Founders Day 5K Run & Ride", on June 11th.

Dale Cunningham DOWNUNDER Clinic returned to the event center on June 23rd – June 26th and has scheduled dates in May and October of 2017.

The North American Dog Agility Council held a 3-Day Agility Dog show June 24th -26th and will return July 8th – 10th at Moreno arena.

Alvord Aggies 4-H group returned to the 4-H pole barns with a guest speaker and demonstration on June 25th .

2. Future events scheduled:

Picnic in the Park and Horse Ride will be held at Pikes Peak Park on 4th of July.

The North American Dog Agility Council will host a 3-Day Agility Dog show July 8th – 10th at Moreno arena.

National Day of the American Cowboy will be held with new added entertainment on Saturday, July 23rd.

A Norco Community Town Hall Meeting is scheduled Monday, July 25th at 6:30 PM at Nellie Weaver Hall.

The 31st Annual Norco Mounted Posse PRCA Rodeo will be held August 19th – August 23rd

It's Fair Time at the Norco Fair starting September 1st and ends Labor Day, September 7th

The California Mounted Officers Association will be hosting a training program at the arena level and will hosting many law enforcement agencies from September 15th – September 20th.

Staff will continue to update Commission of the calendar reservations at the next scheduled Parks and Recreation Commission meeting.

CITY OF NORCO STAFF REPORT

TO: Parks and Recreation Commission

FROM: Brian K. Petree, Deputy City Manager/Director of Parks,
Recreation and Community Services

PREPARED BY: Frank Scagnamiglio, Superintendent
Animal Control

DATE: July 11, 2016

SUBJECT: Animal Control Services Department Operations Report

RECOMMENDATION: Receive and File

This memo is for your information and serves to identify updates within the Department.

Adoptions

For the 2nd quarter of 2016 (through June 22), we adopted out 52 dogs, 28 cats and 6 miscellaneous animals (goats, pigs & chickens).

Redemptions

We have redeemed 60 dogs and 5 cats and one tortoise during the same time period.

Dog Licensing

For the 2nd quarter of 2016 (through June 22) we licensed 944 dogs.

Administrative Tickets

We continue to issue Administrative tickets to residents for failure to relicense their dog(s). For 2nd quarter of 2016, we have issued 12 Administrative tickets all for licensing.

Staff

Our field staff attended a CPR & First Aid Training Class, last Saturday, June 18, 2016.

Community Involvement

Thanks to the donations of our residents and those of the surrounding areas, over \$750.00 was provided to support our animals from April 1, 2016 – June 14, 2016.

At the City Council Meeting on Wednesday, June 15th, Animal Control received a donation check in the amount of \$7,024.31 from this year's Horseweek event.

We had a total of 44 people in attendance at our Reptile Seminar. It was very successful with a wide array of reptiles on display



Volunteering Program

We continue to have numerous volunteers that donate their time to the Animal Shelter. They walk dogs, bottle feed kittens, bathe animals, assist in the front office with filing and help out with any work that needs to be done. Our volunteers are a valuable resource to us.

CITY OF NORCO STAFF REPORT

TO: Parks and Recreation Commission

FROM: Brian K. Petree, Deputy City Manager

PREPARED BY: Michelle Anglin, Superintendent
Department of Parks, Recreation and Community Services

DATE: July 11, 2016

SUBJECT: Special Events Update

RECOMMENDATION: Receive and File

This memo is for your information and serves to identify special event updates within the Department.

Founder's Day

Founder's Day 5K Run/Walk and Equestrian Ride took place on June 11, 2016 at Norco College! Approximately 300 walkers/runners and equestrian riders participated in the event.

Astronomy Nights

Astronomy Nights in Norco took place on Tuesday, June 14, 2016 at the Corydon Staging Area. This event was free to the public and provided the opportunity for participants to learn about astronomy through an interactive display of telescopes. Riverside Astrological Society outreach volunteers provided this event and continue to work hard to successfully educate and enlighten the local community and provide a growing and nurturing environment to those who want more than just a casual look into the cosmos. Approximately 75 people were in attendance.



Summer Concerts in the Park

This summer series is off to a GREAT start! First three concerts featured “Yard Sale”, “Krazy Kirk and the Hillbillies” and “Cougarz Rock” with high energy music and outstanding entertainment at Pikes Peak Park from 6-8 p.m. Additional concerts are as follow:

- July 22 – Sterling Sylver
- August 5 – Woodie and the Longboards
- August 12 – Rockstars of Tomorrow

The City of Norco would like to extend a HUGE THANK YOU to the sponsors for this year’s Summer Concerts in the Park: *Norco Lions Club, Air Temp, Inc., RURAL, Norco Horsemen’s Association, Norco Mounted Posse, Waste Management, Supervisor Tavaglione*

National Day of the American Cowboy

National Day of the American Cowboy event will be held on Saturday, July 23, 2016 at the George Ingalls Equestrian Event Center. Staff invites you to join us for a fun-filled, action-packed family event which helps preserve and honor America's cowboy and Western heritage which helped to build our country!

This year, Pacific Coast Junior Bull Riders will kick off the day at 3 p.m. with their rodeo in Moreno Arena, as participation events such as Sorting, Poles One, Obstacle Course, Ribbon Races, etc. run in Clark Arena. The Grand Opening will take place at 5p.m. in Moreno Arena with the presentation of state flags on horseback. Additional attractions include:

- Craft and Food Vendors
- Cow Chip Contest
- Chuckwagon Races
- Kids Wagon Races
- Calf Dressing

Admission is \$5 per person, 10 and under free. Parking is \$2. Contestant Gates open at 1:30p.m. Public Gates open at 2:30 p.m.

4th of July Celebration

The City of Norco invites you to join us on July 4, 2016 for a day of family fun! This festive patriotic event is free admission and parking for the entire family!

Start your day off right with a Patriotic Scenic Trail Ride with the Mayor at 10 a.m. This equestrian trail ride will be staged out of George Ingalls Equestrian Event Center parking lot 2 at the corner of Crestview and Sixth Street. Dress red, white and blue!



Prizes for most patriotic horse and rider! Helmets required for riders under the age of 18.

Following will be a family picnic at Pikes Peak Park directly across from Ingalls from 12-3pm and will feature music, kids' crafts, old-fashioned picnic games, cake walks, horseshoe tournaments and more! Prizes will be awarded! The Norco Lions Club will have BBQ and refreshments available for purchase or bring your own picnic favorites! Don't forget your chairs and blankets! No alcohol is allowed. Ice chests are subject to search. For more information, please visit www.ci.norco.ca.us or call 951.270.5632

CITY OF NORCO STAFF REPORT

TO: Parks and Recreation Commission

FROM: Brian K. Petree, Deputy City Manager

PREPARED BY: Peggy Calvert, Recreation Supervisor
Department of Parks, Recreation and Community Services
Subcommittee Member Holder

DATE: July 11, 2016

SUBJECT: Youth Sports Advisory Committee Meeting Update

RECOMMENDATION: Receive and File

This memo is for your information and serves to identify updates within the private youth sports organizations specifically as it applies to the Youth Sports Advisory Committee.

The Youth Sports Advisory Committee held its quarterly meeting on Tuesday, July 5, 2016 at 6 p.m. Staff, along with Parks and Recreation Sub-Committee Member Holder and representatives from Norco Little League (NLL), Norco Girls Softball (NGSL) and American Youth Soccer Organization (AYSO) discussed items pertaining to their leagues permits, provided updates of their seasons and addresses any issues related to their uses needing attention. These meetings are beneficial for successful communication between the City and all joint users of facilities. Norco Junior All-American Football (NJAAF) was not in attendance.

As a recap, AYSO Representative Chris Smith reported that AYSO will have in excess of 2,000 players in the Fall 2016 program. AYSO, Region 37 is in the top three in the nation (based on participant numbers). AYSO will be using Auburndale as well as Shearer for the Fall 2016 season, Saturdays only, 8am to 2-3pm.

Norco Little League (NLL) reported that Fall Walk-In Registration is open, and On-Line Registration will be open by July 9, 2016.

Norco Girls Softball League (NGSL) reported that they are preparing to go to State, (July 8, 9,10) and will keep staff posted on the results! Fall Registration has begun, and will run through the end of August. New President Dave Mishriki will take office in September. Commissioner Holder requested information on the non-profit status of NGSL. Vice President Kost stated that NGSL is moving along in re-establishing a 501

(c) 3 status. They have received their new Tax ID#. They have resubmitted Conflict of Interest documentation and are awaiting their non-profit status to be finalized.

AYSO representative, Chris Smith said that the AYSO is looking at April, May or June 2017 to have a possible tournament at Silverlakes. Staff has made a second request for specific dates from this league.

Facility Maintenance schedule was discussed and understood that the leagues along with city and landscape contractor need to be on same timeline. Move out dates by leagues needs to be adhered to in an effort to maximize refurbishment time on fields.

Staff also reminded the Youth Sports Organization representatives that all special events, registration, fundraisers, etc. must be submitted for review approval and then will be part of their permitted use.

All organizations payments are up to date. Representatives were reminded to submit future schedules in advance so that staff can issue permits on time. Information must be complete with field, day, date, times of use including light use.

Next meeting is slated for Tuesday, October 4, 2016.

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager

PREPARED BY: Bill Wilkman, Cultural Resources Consultant
Roger Grody, Economic Development Consultant

DATE: June 15, 2016

SUBJECT: Norco Community Center Local Landmark Designation

RECOMMENDATION: Adopt **Resolution No. 2016-43**, approving the designation of the Norco Community Center as Norco Cultural Heritage Landmark No. 2.

SUMMARY: The City of Norco's Historic Preservation Commission recommends that the City Council designate the Community Center, 3900 Acacia Avenue, as a cultural heritage landmark based on its historical role as the City's first elementary school and City Hall, its distinguished architecture and overall cultural significance to the history and development of the City of Norco. As detailed in the attached report, the landmark designation would include many of the elements of the surrounding park lands, and the Boy Scout House would be listed as a Point of Historical Interest.

BACKGROUND/ANALYSIS: Since its inception in 2008, a major goal of the Historic Preservation Commission has been to work toward the designation of local landmarks and points of historical interest that represent the unique culture of Norco. Not only are such designations valuable as an educational tool, but they may also lead to greater resources for preservation and restoration. At its meeting of January 12, 2016, the Historic Preservation Commission voted unanimously to designate the Community Center at 3900 Acacia Avenue as Norco Cultural Heritage Landmark #2. The Norconian Hotel building is presently listed as Norco Cultural Heritage Landmark #1.

Because of this structure's role in the history of the community and its distinguished architecture (whose integrity remains largely intact), there was never any doubt about the eligibility of the Community Center. When Norco founder Rex Clark created a village center to accommodate the commercial, educational and recreational needs of the community's residents, his North Corona Land Company built an elementary school that would ultimately become known as the Community Center, and its grounds doubled as a town park. The Spanish Colonial Revival-style building, designed by prominent Riverside architect G. Stanley Wilson, opened in 1925 and was expanded to include additional classrooms and an auditorium in 1927. During the Great Depression, an extensive system of retaining walls was added to the property to allow more efficient

Agenda Item: 6.B.

Landmark Designation of Community Center

Page 2

June 15, 2016

use of its grounds for recreational purposes. These walls remain as an important part of the Community Center's heritage.

When the school closed in 1948, local leaders converted it into a Community Center and a wide array of recreational facilities was added on the site, some built as part of the Depression-era Works Progress Administration (WPA) program.

On June 17, 1950 the Norco Recreation and Park District organized the formal dedication of the new Community Center. The building was an ideal site for meetings related to efforts to incorporate Norco into an independent city. In fact, the Center's "Fireplace Room" (formerly Norco School's auditorium) is where the first meeting of the Norco City Council, the governing body of a freshly-minted incorporated municipality, was convened on December 28, 1964.

The designation of the Community Center and listed contributing features as a City of Norco Cultural Heritage Landmark would require the City to maintain the historic integrity of the facility. Alterations would be subject to Title 20 standards requiring historic features to be maintained and any additions to be compatible with existing historic fabric. The Historic Preservation Commission would be responsible for advising the City Council on the compliance with Title 20 of any proposed alterations or additions. Any proposed demolition or significant adverse change would be subject to CEQA regulations.

Due to previous significant alterations to the Boy Scout House, it is recommended for Point of Historical Interest designation. This is an honorary designation, with no mandatory limitations in regard to future alterations. CEQA does not apply to Points of Historical Interest.

No use limitations would be placed on either the Community Center or the Boy Scout house, other than those already imposed by the Zoning Code.

FISCAL IMPACT: None.

Attachments: Resolution No. 2016-43

Designation Application for City of Norco Community Center & Park, dated June 15, 2016, prepared by Wilkman Historic Services

Chapter 20.30 CERTIFICATE OF APPROPRIATENESS PROCESS

Sections:

- 20.30.010 Approval required.
- 20.30.020 Certificate of appropriateness.
- 20.30.030 Referral to the Historic Preservation Commission.
- 20.30.040 Duty to maintain.
- 20.30.050 Application of the State Historic Building Code.
- 20.30.060 Application for certificate of appropriateness.
- 20.30.070 Principles and standards of site development and design review.
- 20.30.080 Application processing time limits.
- 20.30.090 Decision authority.
- 20.30.100 Review of substantial adverse changes.
- 20.30.110 Appeal.

20.30.010 Approval required.

No City permit shall be issued for any purpose regulated by this title for a landmark until the proposed work or development has been approved or granted conditional approval by the City Council upon recommendation of the **Historic Preservation Commission**, the **Cultural Resources Administrator**, or the **City Council on appeal**, and then shall be issued only in conformity with such approval or conditional approval. Any exterior alteration that would require a certificate of appropriateness for a landmark shall require a certificate of appropriateness for a point of historical interest; however, the review process shall be conducted solely by the Cultural Resources Administrator and any resulting recommendations shall be nonbinding. All recommendations and decisions regarding certificates of appropriateness shall be made with the advice and counsel of a professional who meets the Secretary of the Interior's Qualifications. (Ord. 910 Sec. 1, 2009)

20.30.020 Certificate of appropriateness.

A. No demolition permit shall be granted for any structure 50 years old or older until it has been evaluated and determined eligible or not eligible for designation as a landmark by a professional meeting the Secretary of Interior Qualifications for such determinations. Should the structure be determined eligible for designation as a landmark, a certificate of appropriateness shall be processed in accordance with this title. Costs, if any, for such evaluation shall be borne by the property owner.

B. No person, owner or other entity shall restore, rehabilitate, alter, develop, construct, demolish, remove or change the appearance of any landmark or **point of historical interest** without first having applied for and been granted a certificate of appropriateness by the City Council upon

recommendation of the Historic Preservation Commission, or an administrative certificate of appropriateness by the Cultural Resources Administrator, or by the City Council on appeal.

C. Notwithstanding the language in the above subsection, nothing in this chapter shall prevent the construction, alteration, repair, restoration, stabilization or demolition of a landmark or point of historical interest if the Building Official has determined the cultural resource creates an unsafe or dangerous condition that constitutes an imminent threat as defined in the California Building Code, and the proposed action is necessary to mitigate the unsafe or dangerous condition. In such event no certificate of appropriateness shall be required. However, the Building Official shall make all reasonable efforts to consult with the Cultural Resources Administrator or his/her designated representative to determine if there are feasible alternatives to the proposed action that will adequately protect the public health and safety.

D. The following types of projects affecting a landmark may be reviewed and approved or conditionally approved for an administrative certificate of appropriateness by the Cultural Resources Administrator:

1. The in-kind replacement of historically correct architectural features or building elements, including windows, doors, exterior siding, porches, cornices, balustrades, stairs, and the like, that are deteriorated, damaged beyond restoration, or missing.
2. The in-kind replacement of historically correct site or landscape features that are deteriorated, damaged beyond restoration, or missing.
3. The replacement or repair of roof covering materials.
4. Fences and walls.
5. Awnings and building mounted signs.
6. Landscape alterations and installations, including the removal of trees not specifically designated or listed as contributing to a designated resource.
7. Paving for driveways, walkways and/or patios, and the addition of or alteration to driveway approaches.
8. Exterior colors.
9. Exterior lighting.
10. The removal of nonhistoric additions to restore the historic appearance of a structure.

E. All other projects affecting a landmark shall be subject to review and approval or conditional approval by the City Council upon recommendation of the Historic Preservation Commission.

F. Unless the interior of a landmark or contributing or noncontributing structure within a historic preservation overlay zone is specifically included in its designation, the provisions of this title shall apply only to exterior alterations and any interior alterations that would affect the exterior of a cultural resource.

G. A certificate of appropriateness shall not be required for the ordinary maintenance and repair of a landmark or point of historical interest.

H. The requirements of this chapter are in addition to any and all other City permit requirements. (Ord. 910 Sec. 1, 2009)

20.30.030 Referral to the Historic Preservation Commission.

The Cultural Resources Administrator may refer an administrative certificate of appropriateness application to the Historic Preservation Commission when he/she believes the importance of the landmark or the discrepancies between the proposal and the findings and standards of this chapter would justify a more public review. Any such referral shall be made within 10 days of the acceptance of a complete application by the Cultural Resources Administrator and shall be placed on the next available Historic Preservation Commission agenda. (Ord. 910 Sec. 1, 2009)

20.30.040 Duty to maintain.

A. All landmarks and points of historical interest shall be preserved against decay and deterioration, kept in a state of good repair, and free from structural defects. The purpose of this section is to prevent an owner or other person having legal custody and control over a property from facilitating demolition of a cultural resource by neglecting it and by permitting damage to it by weather and/or vandalism.

B. Consistent with other State and City codes requiring that buildings and structures be kept in good repair, the owner or other person having legal custody and control of a landmark or point of historical interest shall repair such building or structure in accordance with the standards and procedures of this title if it is found to have any of the following defects:

1. Building elements so attached that they may fall.
2. Deteriorated or inadequate foundations.
3. Deteriorated or inadequate flooring.
4. Members of walls, partitions, or other vertical supports that split, lean, list, or buckle due to defective material or deterioration.
5. Members of ceilings or roofs which sag, split, or buckle due to defective materials or deterioration.
6. Fireplaces or chimneys which list, bulge, or settle due to defective material or deterioration.
7. Deteriorated, crumbling, or loose exterior plaster.
8. Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations, floors, windows or doors.
9. Defective or lack of weather protection for exterior wall coverings, including lack of paint or other protective coverings.
10. Any fault, defect, or deterioration in the building which renders it structurally unsafe or not properly watertight.

C. If the Commission has reason to believe that a landmark or point of historical interest is being neglected and subject to damage from weather and/or vandalism, the City Council upon recommendation of the Historic Preservation Commission may direct the Cultural Resources Administrator to meet with the owner or other person having legal custody and control of the cultural resource and to discuss with them the ways to improve the condition of the property. The Cultural Resources Administrator shall provide a written record to the owner or other person having legal custody and control of the cultural resource of the deficiencies noted, the remedies discussed, and a timeline for accomplishing the repairs. If insufficient effort is made to correct any noted conditions thereafter, the Commission with the concurrence of the City Council may, at a noticed public hearing, make a formal request that the City take action to require corrections of defects in the cultural resource in order that such cultural resource may be preserved in accordance with this title. (Ord. 910 Sec. 1, 2009)

20.30.050 Application of the State Historic Building Code.

Pursuant to the State of California Health and Safety Code, the Building Official shall apply the State Historic Building Code in permitting repairs, alterations and additions necessary for the preservation, restoration, rehabilitation, moving, or continued use of a designated landmark. (Ord. 910 Sec. 1, 2009)

20.30.060 Application for certificate of appropriateness.

The certificate of appropriateness or administrative certificate of appropriateness application shall be made on forms provided by the Cultural Resources Administrator. The application shall be accompanied by such fee as is required by resolution of the City Council. Applications shall include plans and specifications showing the design, materials, colors, landscaping, and irrigation relating to the proposed improvements. Where appropriate and required by the Cultural Resources Administrator, applications shall also show the relationship of the proposed work to the surrounding area. The Cultural Resources Administrator may require any additional information deemed necessary to make an informed judgment of the proposed work. (Ord. 910 Sec. 1, 2009)

20.30.070 Principles and standards of site development and design review.

A. The Historic Preservation Commission, City Council, and/or Cultural Resources Administrator shall apply any adopted design guidelines and adhere to the following principles, which are based on the Secretary of the Interior's Standards for the Treatment of Historic Properties, when reviewing applications for certificates of appropriateness or administrative certificates or appropriateness:

1. The anticipated use for the property remains that for which it was originally intended or requires minimal alteration for the proposed reuse.
2. The distinguishing original qualities or character of a cultural resource and its environment shall not be compromised. The removal or alteration of any historic material or distinctive features should be avoided when possible.
3. All cultural resources shall be recognized as products of their own time. Alterations that have no historical basis and which seek to recreate an earlier appearance shall be discouraged.
4. Certain alterations which may have taken place in the course of time are potentially significant to understanding the history and development of a cultural resource and its

environment. If such historic alterations have acquired significance in their own right, this significance shall be recognized and respected.

5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a cultural resource shall be retained.
6. Deteriorated features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair and replacement of missing features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different elements from other sources.
7. Surface cleaning of cultural resources shall be undertaken with proven methods that will avoid damage to historic materials.
8. Contemporary design for alterations and additions shall not be discouraged when such alterations and additions do not compromise significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material and character of the cultural resource and its environs.
9. Whenever possible, new additions or alterations to the cultural resource shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the resource would be unimpaired.
10. Archaeological resources should be protected and preserved in place. If such resources will be disturbed, mitigation measures shall be undertaken in accordance with the California Environmental Quality Act (CEQA).
11. Any other Secretary of the Interior's Standards for the Treatment of Historic Properties may also be applied as appropriate.

B. The Historic Preservation Commission or Cultural Resources Administrator shall make the following findings, as applicable, in considering whether a certificate of appropriateness or administrative certificate of appropriateness should be granted or denied:

1. The proposed project is consistent or compatible with the architectural period and the character-defining features of the historic building.
2. The proposed project is compatible with existing adjacent or nearby cultural resources and their character-defining features.
3. The colors, textures, materials, fenestration, decorative features, details, height, scale, massing, and methods of construction proposed are consistent with the period and/or compatible with adjacent cultural resources.
4. The proposed change does not destroy or adversely affect an important architectural, historical, cultural or archaeological feature or features.

5. Such other standards as are adopted by resolution of the City Council upon recommendation of the Historic Preservation Commission. (Ord. 910 Sec. 1, 2009)

20.30.080 Application processing time limits.

The application shall be considered and acted upon by the Historic Preservation Commission within 45 days for certificates of appropriateness or by the Cultural Resources Administrator within 21 days for administrative certificates of appropriateness. Such time periods shall be calculated from the date on which a complete application is accepted by the Cultural Resources Administrator. However, such time periods shall be extended when necessary to comply with the provisions of the California Environmental Quality Act (CEQA) or with the written concurrence of the applicant. A public hearing shall be scheduled and notice provided per this title and CEQA, when applicable. (Ord. 910 Sec. 1, 2009)

20.30.090 Decision authority.

When the application is for permission to restore, rehabilitate, alter, develop, construct or change the appearance of any landmark the City Council, upon recommendation of the Historic Preservation Commission, the Cultural Resources Administrator, or the City Council on appeal may approve, grant conditional approval, or deny the application. (Ord. 910 Sec. 1, 2009)

20.30.100 Review of substantial adverse changes.

When the application is for an action that may cause a substantial adverse change to a landmark or point of historical interest, the application will be reviewed to determine if the proposed change would have a substantial adverse change to a cultural resource as defined by the California Environmental Quality Act (CEQA). If it is determined that potentially substantial adverse changes to a cultural resource cannot be effectively mitigated to a level of insignificance, no approval of any work which may cause a substantial adverse change to a cultural resource may be granted unless:

A. It is determined, pursuant to adopted City and State processes, that an immediate safety hazard exists and that demolition of the structure is the only feasible means to secure the public safety; or

B. It is determined by the City Council through the CEQA process that, taking into account the value of all available incentives and costs of rehabilitation and adaptive reuse alternatives, the property retains no substantial remaining market value or reasonable use. Costs of alterations made in violation of this chapter and thus without the benefit of an approved certificate of appropriateness, or by failure to maintain the property required by this title, shall not be included in the calculation of rehabilitation costs. (Ord. 910 Sec. 1, 2009)

20.30.110 Appeal.

Any person aggrieved or affected by a recommendation of the Historic Preservation Commission or Cultural Resources Administrator to approve, conditionally approve or deny an application, or by the failure of the Commission to act within the required time limits may appeal to the City Council any time within 15 days after the date the Commission or Cultural Resources Administrator announces its decision or is required to announce its decision. An appeal shall be taken by filing a letter of appeal with the Cultural Resources Administrator and by concurrently paying to the City a fee in an amount established by City Council resolution. Such letter of appeal shall set forth the grounds upon which the appeal is based. Within 10 days after the receipt of the letter of appeal and the filing fee, the Cultural Resources Administrator shall transmit to the City Council the letter of appeal,

copies of the application and all other papers constituting the record upon which the action was taken. The City Council may affirm, reverse or modify the decision of the Cultural Resources Administrator or the recommendation of the Historic Preservation Commission. Such action by the City Council shall be final. (Ord. 910 Sec. 1, 2009)

Mobile Version

RESOLUTION NO. 2016-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORCO, CALIFORNIA DESIGNATING THE NORCO COMMUNITY CENTER AS NORCO CULTURAL HERITAGE LANDMARK NO. 2

WHEREAS, the City of Norco recognizes that its historic, cultural and architectural heritage enriches its residents and provides a legacy for future generations; and

WHEREAS, the City of Norco Historic Preservation Commission is charged with ensuring the protection and preservation of historic structures, sites and points of interest in the community; and

WHEREAS, the Community Center, by virtue of its distinctive architectural pedigree, historic role in the development and incorporation of the City of Norco, ranks among the City's most significant cultural resources; and

WHEREAS, extensive research into the history of the Community Center has confirmed its merit as a prospective cultural heritage landmark; and

WHEREAS, the Norco Historic Preservation Commission has recommend to the Norco City Council that the Community Center be designated as Norco Cultural Heritage Landmark No. 2; and

WHEREAS, said designation of the Community Center is in the best interest of the community.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norco, does hereby designate the Norco Community Center as Norco Cultural Heritage Landmark No. 2.

PASSED AND ADOPTED by the City Council of the City of Norco at a regular meeting held on June 15, 2016.

Kevin Bash, Mayor
City of Norco, California

ATTEST:

Cheryl L. Link, CMC, City Clerk
City of Norco, California

I, Cheryl L. Link, City Clerk of the City of Norco, California, do hereby certify that the foregoing Resolution was adopted by the City Council of the City of Norco, California, at a regular meeting thereof held on June 15, 2016, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Norco, California, on June 15, 2016.

Cheryl L. Link, CMC, City Clerk
City of Norco, California

**PARKS, RECREATION AND COMMUNITY SERVICES
PARKS AND RECREATION COMMISSION COMMITTEE MEMBERS**

PARKS, BUILDINGS, FACILITY OPERATIONS/DEVELOPMENT COMMITTEE

- ◆ Committee responsibilities cover capital improvements and park open space development projects. Provide feedback to Director during annual fee review. Meetings as needed.
 - **George Ingalls Equestrian Event Center**
 - A. Commissioner Holder
 - B. Commissioner Gable
 - C. Staff Members:
 - a. Brian Petree, Director
 - b. Henk Koke, Supervisor
 - c. Patty Ireland, Facilities Coordinator
 - **Development/Quimby**
 - A. Commissioner Holder
 - B. Commissioner Kahan
 - C. Staff Members
 - a. Brian Petree, Director
 - b. TO BE ASSIGNED
 - **George Ingalls Veterans Memorial**
 - A. Commissioner Kahan
 - B. Commissioner Hallam
 - C. Staff Members:
 - a. Brian Petree, Director
 - b. Henk Koke, Supervisor

YOUTH AND ADULT SPORTS PROGRAMS COMMITTEE

- ◆ Committee responsibilities cover programming and facilitation issues related to adult sports and youth sports as well as mediation when needed. Meetings will be the first Tuesday of the month – quarterly.
 - A. Commissioner Woodward
 - B. Alternate – Commissioner Holder
 - C. Staff Members:
 - a. Michelle Anglin, Superintendent
 - b. Henk Koke, Supervisor
 - c. Peggy Calvert, Supervisor

RECREATION AND LEISURE PROGRAMS

- ◆ Committee responsibilities cover recreation and leisure programming issues related to adults and youth. i.e. Dance, Taekwon-Do, youth sports camps
 - A. Commissioner Kahan
 - B. Commissioner Holder
 - C. Staff Members:
 - a. Michelle Anglin, Superintendent
 - b. Peggy Calvert, Supervisor
 - c. Chrystal Foster, Recreation Specialist

- d. Vacant, Special Events and Volunteer Coordinator

SPECIAL EVENTS

- ◆ Committee responsibilities cover special event issues related to community special events.
 - **Winter Festival and Parade of Lights**
 - A. Commissioner Holder
 - B. Commissioner Gable
 - C. Staff Members:
 - a. Michelle Anglin, Superintendent
 - b. Vacant, Special Events and Volunteer Coordinator
 - **National Day of the American Cowboy**
 - A. Commissioner Holder
 - B. Commissioner Hallam
 - C. Staff Members
 - a. Michelle Anglin, Superintendent
 - b. Vacant, Special Events and Volunteer Coordinator
 - **Concerts/Movie in the Park**
 - A. Commissioner Kahan
 - B. Commissioner Woodward
 - C. Staff Members
 - a. Michelle Anglin, Superintendent
 - b. Vacant, Special Events and Volunteer Coordinator

SENIOR AND HUMAN SERVICES PROGRAM COMMITTEE

- ◆ Committee responsibilities cover senior issues and will be a part of the Town Hall meetings held the third Wednesday quarterly at 12:30 p.m. Senior Star Advisory Committee Meeting will be the first Wednesday of each month at 11:00 a.m. The Party Partners Programs is held on the 2nd and 4th Friday of each month at 6:00 p.m. – 8:30 p.m.
 - A. Commissioner Gable
 - B. Commissioner Woodward (Party Partners)
 - C. Staff Members:
 - a. Peggy Calvert, Supervisor
 - b. Michelle Anglin, Superintendent

VOLUNTEER COMMITTEE

- ◆ Committee responsibilities cover issues related to Volunteerism for the City of Norco.
 - A. Commissioner Holder
 - B. Commissioner Woodward
 - C. Staff Members:
 - a. Michelle Anglin, Superintendent
 - b. Vacant, Special Events and Volunteer Coordinator

SPECIAL ASSIGNMENT COMMITTEES

COMBAT ALCOHOL AND DRUG PROBLEMS COMMITTEE - UNLOAD

- ◆ Committee responsibilities cover issues related to combating the use of alcohol and drugs. Monthly meetings on the 4th Monday at 5:00 p.m. (Dark summer)
 - A. Commissioner Hallam
 - B. Alternate: Commissioner Kahan
 - C. Staff Members:
 - a. Peggy Calvert, Supervisor
 - b. Chrystal Foster, Recreation Specialist

MARKETING – PROMOTION OF ASSETS AND PROGRAM SERVICES

- ◆
 - A. Commissioner Holder
 - B. Commissioner Kahan
 - C. Staff Members:
 - a. Michelle Anglin, Superintendent
 - b. Vacant, Special Events and Volunteer Coordinator
 - c. Patty Ireland, Facilities Coordinator (Ingalls only)