



MINUTES  
CITY OF NORCO

Parks and Recreation Commission

March 14, 2016

City Council Chambers  
2820 Clark Avenue, Norco, CA 92860

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1. **CALL TO ORDER:** 6:30 p.m.

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

3. **PLEDGE OF ALLEGIANCE** Commissioner Gable

5. **PRESENTATION/S**

NONE

6. **PUBLIC COMMENTS**

Bonnie Slager representing the Norco Horsemen's Association presented a check for \$200 to be used for Concerts in the Park. She also stated that the NHA general meeting is on Thursday and Brian Petree will be speaking. She invited everyone to attend the meeting. Bonnie also thanked Patty for all of her help at Casino Night.

7. **CONSENT CALENDAR**

- A. APPROVAL OF MINUTES – NOVEMBER 9, 2015
- B. APPROVAL OF MINUTES – JANUARY 11, 2016
- C. APPROVAL OF MINUTES – JANUARY 21, 2016 SPECIAL MEETING
- D. Department Operations Report Recreation and Community Services, Superintendent Anglin
- E. Department Operations Report Parks and Public Facilities, Superintendent Koke
- F. Department Operations Report George Ingalls Equestrian Event Center, Facility Coordinator Ireland
- G. Department Operations Report Animal Control Services, Superintendent Scagnamiglio
- H. Special Events Sub-Committee Update – Superintendent Anglin, Sub-Committee Member Kahan and Holder

Consent Calendar Items 7.A. was pulled to allow for Commissioner Kahan to abstain since he was not present at the November 9, 2016 meeting.

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

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

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

**ItemCommis**

7.A. APPROVAL OF MINUTES – NOVEMBER 9, 2015

**M/S HOLDER/GABLE to approve the Minutes of November 9, 2015. The motion was carried by the following roll call vote:**

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

**9. DIRECTOR ACTION ITEMS**

NONE

**10. COMMISSION ACTION ITEMS**

NONE

**11. DEPARTMENT UPDATE**

A. Norco Girls Softball League Verbal Update –  
Superintendent Anglin provided an overview of the status of the current situation with the Norco Girls Softball League. She stated that the Board for the softball league has informed her that they cannot provide the necessary information to the IRS regarding NGSL. The IRS is requiring information from a time period that the current board members were not involved; therefore, they cannot produce the necessary documents. They have since applied for a new non-profit number under the name of Norco Girls Softball.

In response to Commissioner Gable, the president of the league, Mr. Evans, advised the Commission that they have received a new non-profit tax id number and are waiting for final approval to move forward using the name Norco Girls Softball. Articles were approved for Norco Girls Softball on December 28, 2015. The new tax id number was received in January, 2016. The 501c3 application was filed February 26, 2016. Once everything is in place, new bank accounts will be open and all debts will be paid.

Commissioner Boyle inquired about the process going forward once there are different Board Members. Mr. Evans responded by stating that past individuals have dropped the ball in filing necessary paperwork. The current board is creating a job manual for each position so that each new board member will know what the expectations are. The future cannot be guaranteed, but the current Board will make a proper transition with the next one.

Mr. Evans thanked Supervisor Calvert and Staff for their support in the success of Opening Day for the League. There were a lot of smiling faces at the event. He also thanked Coach Chastain from Norco High School for making available 80 of his athletes to help prepare the fields for the Opening Ceremonies. The athletes were very excited to help the girls and they did a very efficient job – It was Awesome!

Commissioner Kahan stated the he liked the idea of the job manuals. He questioned if there is anything Staff can do in the contract that will ensure that new board members follow necessary procedure to keep the group in good standing. Superintendent Anglin responded that there is language in the contract about maintaining certain information, but as a sub-committee, it can be discussed what language could be changed, if any, to determine that they stay transparent for their own organization. She does not want the City to get involved in maintaining their budgets. We can certainly state that we could have record of the board manual as an exhibit and set a date where they meet with next representative to take over position which is also part of the exhibit.

Commissioner Kahan questioned if the 501c3 is renewable each year. Mr. Evans stated that there is not an application each year but there are annual fees to be paid.

Chair Boyle stated that he would like to use this as a model and see what the other sports organizations use when changing board members. Superintendent Anglin added that this can be added to the Youth Sports Advisory Committee discussion.

B. Public Facilities and Community Event Usage Study Group Verbal Update – Superintendent Anglin met recently to kick off discussion related to potential events and facility uses in Horsetown USA. Members of the group are made of members from the Norco Area Chamber of Commerce, EDAC, Parks and Recreation Commission, Streets, Trails and Utilities Commission and staff. Two objectives: What do we not want to see in Norco and selling the brand destination Norco. Some events discussed were: cowboy camps, mud runs, neon runs, archery camp, car shows, street fairs, fiestas, BMX exhibitions, etc.

Since many events need permits, the Committee was provided with the process in place for obtaining permits. Terms and Conditions in place for such events were discussed. The next meeting discussion will include restrictions, legal issues and different effects on Norco.

Commission Gable stated Cross Fit Gym would like to have cross fit trials and they stated their interest in the George Ingalls Event Center; she suggested reaching out to them. Superintendent Anglin asked for if their contact information could be provided.

In response to Chair Boyle, Superintendent Anglin stated that right now the study group is brain storming; what can we do in Norco. People need to understand there is a process in place for events coming into town: line out terms and conditions, permits through correct departments, etc. The intent is to try to stimulate the economy.

Commissioner Kahan stated that he came away with was that if there is something that may cause an issue with safety or liability, put proper conditions in place. Then it is up to the promoter to decide if they would like to hold the event. Superintendent Anglin added that most events proposed do not have to be publicly vetted; it can be handled at Staff level.

Discussion continued.

Chair Boyle suggested the possibility of holding a Town Hall meeting to allow the residents to comment on proposed events. Superintendent Anglin responded that is not the direction the City will be taking. The events in question are not City events; they are events being brought in by promoters who want to hold their event in Norco. The process is already set that review begins at the Staff level. All events will be considered. Terms and conditions will be in place as they apply to each event.

## **12. COMMISSION COMMENTS**

Commissioner Kahan informed everyone that performance time for the Concerts in the Park is being extended from 90 minutes to 120 minutes. There is an additional 30 minutes with each concert and the budget is remaining the same.

## **ADJOURNMENT**

Chair Boyle adjourned the meeting at 7:15 p.m. to the regular meeting scheduled for May 9, 2016 at 6:30 p.m.

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Robin Shepard  
Executive Secretary