



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

**September 11, 2017
City Council Chambers
2820 Clark Avenue, Norco, CA 92860**

CALL TO ORDER:

6:34 PM

Prior to Roll Call, Deputy City Manager /Director of Parks, Recreation and Community Services (DCM/DPRCS) Petree informed the Commission that Melissa Woodward had resigned her position as Commissioner effective immediately.

ROLL CALL

Geoff Kahan, Present
Richard Hallam, Present
Jason Boersma, Present
Corinne Holder, Present

PLEDGE OF ALLEGIANCE

Commissioner Hallam

PRESENTATION/S

A. National Day of the American Cowboy

The video created by Bailey Nellesen and Jason Sturm at the American Day of the American Cowboy was shown. Chair Kahan expressed his appreciation for Bailey and Jason taking time out of their schedules to be the event and creating the amazing video that was just shared. Bailey was thankful for the opportunity to film at the event; he loves the Norco mentality of everyone supporting each other. Jason was also thankful for the opportunity. He stated that he was grateful to be able to document the uniqueness of Norco.

1. **PUBLIC COMMENTS**

Resident Bonnie Slager requested an update for the Corydon Staging Area. It is a busy time of year for riding and there is nowhere to park trailers since it is still closed. DCM/DPRCS Petree responded that we are working with FEMA and the Army Corp of Engineers to address this issue. He stated that he told City Council that he would be back to them within 60 days to provide a report looking for direction.

2. **CONSENT CALENDAR**

- A. Approval of Minutes – May 8, 2017. **Recommended Action: Approve the Commission regular meeting minutes.**
- B. Approval of Minutes – July 10, 2017 **Recommended Action: Approve the Commission regular meeting minutes.**
- C. Department Operations Report Recreation and Community Services. **Recommended Action: Receive and File** (Superintendent Anglin)
- D. Department Operations Report Parks and Public Facilities. **Recommended Action: Receive and File** (Superintendent Koke)

- E. Department Operations Report George Ingalls Equestrian Event Center. **Recommended Action: Receive and File** (Supervisor Ireland)
- F. Department Operations Report Animal Control Services. **Recommended Action: Receive and File** (Superintendent Scagnamiglio)
- G. Special Events Update. **Recommended Action: Receive and File** (Superintendent Anglin)
- H. Youth Sports Advisory Meeting Update. **Recommended Action: Receive and File** (Supervisor Calvert)

Commissioner Boersma pulled Item 2.A.

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

AYES: BOERSMA, HALLAM, HOLDER, KAHAN

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

3. DISCUSSION OF REMOVED CONSENT CALENDAR ITEMS

2.A. Approval of Minutes – May 8, 2017. **Recommended Action: Approve the Commission regular meeting minutes.**

Commissioner Boersma was not present during the September 11, 2017 meeting and wanted to vote separately on this item so he could abstain.

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

AYES: BOERSMA, HOLDER, KAHAN, HALLAM

NOES: NONE

ABSENT: NONE

ABSTAIN: GAROUTTE

4. STAFF/COMMISSION COMMENTS

Commissioner Holder is a volunteer of the Fair and the PRCA rodeo. Everything was great at both events fair other than the weather at the fair. There was no drama. There were many compliments regarding Patty Ireland and about what a fabulous job the staff was doing.

Commissioner Hallam stated he spent a lot of time at the fair this year and had a great time.

Commissioner Boersma spent a lot of time at the fair in the 4H area where he is a volunteer. There was not much drama but the heat was horrendous. It was a great weekend; kids did well on Sunday and had everything broken down by Monday morning.

Chair Kahan stated that he is glad that the reports have been moved to the consent calendar but it does not give the commissioners the chance to acknowledge the work done by staff. He is proud of the department because the bar was set so high that exceeding that is normal. Excelling is routine and appreciated.

Supervisor Ireland appreciates the acknowledgement of the hard work. We can't do it alone; we have a great team.

Superintendent Scagnamiglio provided details about the success of the Clear the Shelter event with 11 dogs and 23 cats being adopted out. He also mentioned upcoming events in September and October.

Superintendent Koke thanked Commission for the recognition of the hard work of staff.

Supervisor Calvert invited everyone to the Wheel Chair Basketball Tournament October 21 and 22.

DCM/DPRCS Petree stated we are out to bid on a several projects including the Wayne Makin Electrical Project, Community Center and Ingalls Park Restroom Project and the Equestrian Trail Fencing Project for LMD 4.

DCM/DPRCS Petree stated that the City has started its community outreach as part of the Strategic Plan. There was a lot of positivity around the City Information Booth at the fair. He stated that there may be opportunities within the department to put information out there such as at opening day ceremonies for NLL or NGL. He mentioned the possibility of meeting in parks a couple times a year to hear what residents would like to see from the City. Commission is an extension of Community Outreach as the voice of residents who may not be able to make it to a meeting.

DCM/DPRCS Petree will be working with the Public Works Director to discuss trails. The trails in the parks and street trails are all connected. Between the two commissions (Parks and Recreation and Streets, Trails and Utilities) we can create a sub-committee and we can work together rather than work independently and possibly miss something. It seems more and more people are using our trail system and opens space, equestrians and hikers. He received a suggestion by a resident to place a trash can at one of the trail entrances for people to leave their trash rather than on the ground.

Commissioner Holder questioned who was responsible for the trail markers with maps that were put in years ago and have since been damaged. DCM/DPRCS Petree stated the maintenance was the responsibility of the groups that put them in. He stated that we could look into updating those maybe into something with more technology.

Discussion started about how to get the word out about activities, events and even facilities out to the public. Even though Facebook is constantly updated, it seems people are still not aware of things that are going on. It was suggested to possibly going back to printing the activities guide and once again mailing that to the residents or even postcards. Supervisor Calvert suggested we get in tune with the varieties of social media of the ages groups we are targeting.

ADJOURNMENT

Chair Kahan adjourned the meeting at 7:24 p.m. to the next regular meeting scheduled for November 13, 2017 at 6:30 p.m.

Robin Shepard

Robin Shepard
Executive Secretary