



MINUTES
CITY OF NORCO
PARKS AND RECREATION COMMISSION
REGULAR MEETING
FEBRUARY 26, 2007

1. CALL TO ORDER: Chair Bash called the meeting to order at 7:30 p.m.
2. ROLL CALL: Commissioners Present: Bash, Boyle, Hallam, Holder and Wagner

Staff Present: Director Brian Petree, Lt. Ross Cooper, Superintendent Michelle Anglin, Supervisor Brandi Potter, Supervisor Tricia Ridge, and Secretary Jo Ann Dickson
3. PLEDGE OF ALLEGIANCE Commissioner Wagner led the Pledge of Allegiance.
4. PRESENTATION/S
A. None.
5. PUBLIC COMMENTS
A. None

ACTION ITEMS

6. A. Equestrian Helmet Ordinance – Superintendent Anglin

Superintendent Anglin discussed with Commission the proposed Equestrian Helmet Ordinance. She stated that this proposed Ordinance is an effort to protect residents and to promote the safety of equestrians in the community. She went on to state that this ordinance, which is being considered, would provide safety standards and guidelines to help reduced the number of head injuries that result from horseback riding accidents. Superintendent Anglin noted a California Health and Safety Code Section 831.7 (b), “hazardous recreational activity”, which means a recreational activity conducted on property of a public entity, which creates a substantial risk of injury to a participant or spectator. She also noted that the California Health and Safety Code Section 831.7 (b) (3) “hazardous activity” identifies animal riding, which includes equestrian competition among other activities.

Superintendent Anglin reported that an ordinance that is currently being drafted would address an equestrian helmet law in the City of Norco, which will state that an equine animal rider who is under the age of sixteen years of age must wear a helmet that meets the American Society of Testing and Materials Standards. Superintendent Anglin went on to state that in the ordinance, additional wording may state that no parent of any person under the age of sixteen years and no guardian of any ward under the age of sixteen years may authorize or knowingly permit any such minor person or ward to violate any of the provisions.

Superintendent Anglin requested that the Commission assist staff in identifying realistic ways to enforce such a code, with recommendations being forwarded to City Council.

Director Petree commented that staff and the Commission are looking at a draft ordinance, which there may be variables added or deleted from the ordinance. The Director also stated that this draft ordinance would be going to the Streets and Trails Commission at their March 5, 2007 meeting. He noted that Streets and Trails Commission has an interest regarding the youth equestrians on the trails and the streets, where as Parks and Recreation has an interest in the youth horse rider in the park

arenas, as well as the main arenas located within the equestrian center. The goal is to have a draft version of the noted ordinance to the City Council. He noted that Commission may not come to any conclusions at the meeting, but would like comments and Commission's feedback regarding the draft ordinance.

At this time Lt. Cooper was introduced to the Commission for his opinion regarding the proposed ordinance. Lt. Cooper stated that the issues that law enforcement does not agree with are the age of 16 that is stipulated in the ordinance. The bicycle ordinance notes that anyone under the age of 18 must wear a helmet while riding.

Lt. Cooper also brought up the pony cart issue and stated that this is another area of concern for law enforcement, whether the person in the cart should be wearing a helmet. Lt Cooper asked who would be enforcing the ordinance, would it be Animal Control or the Sheriff Deputies. He noted that the City has several parades per year and asked what would be done with the parades, and how would this law be enforced with this aspect of riding. Lt. Cooper informed Commission that the issue of enforcement at events could be a sticky issue, and wondered if the Sheriff's and or Animal Control would have to shut down an event i.e.: parade or event at the arena due to the non compliance of youth wearing riding helmets.

Director Petree commented that he had comments from the local rodeo committees related to the helmet requirement and how it would affect various aspects of their events i.e.: queen contests. Also local shows held on the weekends whether they require the under 18 riders to wear helmets. One aspect that the City may have the upper hand on the helmet requirement is with permit holders (renters who use our arena facilities). The City can insert into their agreement the helmet requirement, which will enforce the permittee to follow the rules and guidelines of the City.

Commissioner Bash then asked the public for their comments.

Irene Saenz, Norco – Ms. Saenz gave the Commission her opinion of the proposed helmet ordinance. She stated that her family is very involved in equestrian activities in the surrounding area, including her daughter being the Jurupa Rodeo Queen. She stated that the queen contestants are very well trained and groomed riders, that they have an expertise when it comes to equestrian activities. She believes the Ranglers, with their insurance with the CGA makes sure the youth at a certain age bracket wear helmets. She feels the cities should not have to create an ordinance and take over the responsibilities the parents should be shouldering.

Carissa Williamson – Norco – Miss Williamson (a grade school attendee at Sierra Vista) noted that her class is making a study and the students want to make it a law that children should have to wear a helmet while riding horses. She stated that you can't always predict what the horse or people around the horse will do, and accidents can happen whether you are a good rider or not.

Jessica Saenz, Norco - Miss Saenz informed Commission that it would be very difficult for rodeo queens coming in from different cities knowing the laws of other communities with relation to wearing helmets, and this could present a problem. She also noted that it should be the responsibility of the parents whether their child who rides the trails should wear a helmet or not. Miss Saenz stated there is many circumstances that even wear helmets can get very hurt while riding a horse, so a helmet is not always a protective measure. She noted an accident in Mira Loma where a rider was wearing a helmet yet was severely injured when thrown from her horse in a freak accident.

Director Petree noted he had comments from local organizations, and would like to read their comments into the record. The first comment was from Josie Wright, Captain of the Norco Mounted Posse and Chairperson of the PRCA Rodeo held in August. Her comments were as follows:

1. She is opposed to a helmet ordinance and feels it is the responsibility of the parents to make sure their children do not get on a "green" horse or a horse that is not suitable for riding and it is the responsibility of the parents to have their children or not have their children wear helmets for riding.
2. As far as a rodeo, it would water down the participation of queen candidates to require them to wear helmets to participate in a rodeo in Norco. Most of the time the contestant's outfits match their hats as well and there is a lot that goes in to being a contestant for rodeo queen. In this type of situation, the riders are in a controlled environment. There is a lot that goes in to being a contestant, and a lot of training to ride. A lot of girls have a long process that they go through along with extensive horse training.

Director Petree stated he had another comment from Cheryl Davidovich, who is involved with the queen contest for Norco Horseweek. Her comments are as follows:

1. She did not feel girls would participate in the queen contest and that the girls go through a lot of training to be able to participate in this type of event. She also noted that some of the contestants are better riders than the cowboys coming out of the chutes.

Director Petree commented that both commenter's stated that the children and helmet issue should be the responsibility of the parents, and both agreed that children should not be allowed to ride alone. Another comment from Josie was that in gymkhana, where the horse and rider run very fast, that she could see helmet requirements being warranted.

Berwin Hanna – Norco – Mr. Hanna noted he has mixed emotions on the issue. He stated he is all for safety especially with Norco and the traffic situation changing as it has. He feels children up to a certain age should wear helmets regardless what they do with a horse, but again, it is government stepping in too much by creating an ordinance, but what do you do to protect children. Mr. Hanna also stated he feel it is up to the parents to take responsibility and does not see how law enforcement or Animal Control is going to be able to regulate this law. Mr. Hanna did agree that on City property i.e.: events on City property that helmets should be worn. Mr. Hanna feels the parents need to send their children out with the right equipment for the riding of horses, and be riding the correct horse that the child can handle.

Chair Bash then turned the comment section back to the Commission. Commissioner Hallam stated he feels there are not too many laws that can protect children, but has mixed emotions on the helmet requirement. Traffic in Norco is at the point where it is almost not safe to ride, especially on Sixth Street. If the City enacts the helmet law, this will be un-enforceable. He stated he sees many children in the City riding a bicycle without a helmet, and this is a law. Commissioner Hallam commented that it is possible a good tool for parents, providing an ordinance where helmets are required. He noted that maybe a helmet ordinance would protect the City. Commissioner Hallam also stated that he did not feel that wearing a helmet in a controlled environment – events in the arena should be required and that we would alienate a lot of participants. He commented that on City streets, or where there is concrete, fireplugs, telephone poles, that helmets should be required. Commissioner Hallam then stated maybe this law should be put on the books.

Commissioner Wagner noted she has been going back and forth on this issue, but the bottom line of the issue is the liability, that by having an ordinance may help the City regarding lawsuits in case of an injury to a minor by not providing a safe riding environment. She is concerned with riders due to the growth and development of Norco. Commissioner Wagner did note that she feels this law should include anyone up to the age of 18, as the bicycle helmet law. She wants it to be a blanket statement that anywhere within the City on public property, a helmet must be worn. Commissioner Wagner also knows the rodeos may be resistant to the law, yet possibly anyone involved with a rodeo under the age

of 18 must sign a waiver that they would not sue the City of Norco. Accidents can happen to any rider, but this law would be a good tool for parents for the safety of their child.

Commissioner Boyle stated that this is a complex issue. The City has a certain liability related to activities on the City streets and trails. Age is one of the issues Commissioner Boyle has with this, and stated based on statistics; there are more head injuries due to incidents to adults. Enforceability will be a difficult issue. Commissioner Boyle commented that not only are the parents enforcers of the law, but the parents are the role models to their children. If the child wears a helmet and the adult doesn't, is this a good statement to make. Commissioner Boyle noted that this may be the first step in looking at how we can be safer in this environment and it gives the parents a message they can convey from a higher authority being government, stating this is how we are going to proceed. Commissioner Boyle believes this deserves further discussion at a later date to obtain other viewpoints.

Commissioner Holder also stated she has mixed emotions on this issue. She would like to see the local clubs enforce a helmet law. She noted that NHA Jr. Clubs supports helmet use for their events. To participate in a Jr. event, the rider must wear a helmet. Commissioner Holder feels enforceability is the biggest challenge to this law, yet stated she would like to see participants under the age of eighteen be made to wear helmets when participating in events, to make sure the kids are safe. Commissioner Holder also commented that maybe this ordinance would be a good tool. She reiterated that she still has issues with the intended ordinance, especially with the enforceability aspect. Commissioner Boyle would like to further look in to this draft ordinance.

Commissioner Bash stated that the City really doesn't have a choice, and that the next generation really wouldn't know the difference of not wearing a helmet. He noted that you don't know what a horse is going to do, that there was a day years ago that a person would intentionally veer away from a horse, but now with traffic and the way Norco has changed, it's become a different place. The enforcement aspect as noted by all other Commissioners is the challenge of the possible law. Commissioner Bash stated that in his opinion, at this day and age, if you are under the age of 18 and you are on a horse, you must wear a helmet.

Director Petree informed the Commission that if they want to study the ordinance more, they could bring it back to another Commission meeting. He did state that he did believe that from what he heard at this meeting, most Commissioners felt the ordinance for the use of helmets when riding horses needed to be for those eighteen and under. The second point he heard was mixed emotions on where the helmets should be worn, with reference to special events such as rodeos, parades, queen contests, that a possibility of exemptions. Director Petree also stated that several Commissioners made reference to the parks and arenas within the parks, if the ordinance should hold these types of venues exempt.

Director Petree reiterated the section of the government code that noted that animal riding is a high-risk activity. The Director noted that the law would help the City in some ways, but it does not exempt the City from the potential of liability, but it does help in identifying it. The Director stated if the Commission wanted to go forward to make a recommendation, they would need to identify the sections of the ordinance that needed amended, if any. The Director also noted that from what he has heard at this meeting that

1. The helmet ordinance should be for anyone 18 and under, not 16 and under.
2. The Commission has mixed emotions on where the helmets should be worn, i.e.: special events, have worn only on City streets and trails.

The Directed stated that Commissions comments would be forwarded to the Streets and Trails Commission for their meeting on Monday, March 5 and noting that the Commission would like more time to study this issue.

Commissioner Hallam noted that he feels that this needs to come back to the Commission for more review and that this should be tabled. He stated this ordinance could have some serious consequences and that there are too many questions that need to be answered.

Chair Bash asked if Commission wanted to bring this item back to the next Commission meeting.

M/S Hallam/Boyle motion to bring this item back to the next Parks and Recreation Commission meeting.

AYES: Boyle, Hallam, Holder, Wagner, Chair Bash

Director Petree informed the audience that the helmet issue will be taken up again at the March 5, 2007 PRC meeting which is held at 6:30 p.m. on that date.

B. Metro PCS Project at Wayne Makin / Shearer Sports Complex and Parmenter Park – Superintendent Anglin – Supervisor Potter

Supervisor Potter reviewed the Metro PCS project at Wayne Makin /Shearer Sports Complex and Parmenter park. She stated that at Parmenter Park, Metro PCS would be replacing the existing restroom facility with a new prefabricated restroom and storage facility, with the existing facilities being demolished using CDBG funds.

She also noted that Metro PCS would be responsible for all expenses including the utilities, construction and permitting. The approximate cost for the facilities is \$65,000. The lease agreement between the City and Metro PCS would provide revenue to offset the cost of park operations, as well as the lighting of fields associated with the youth sports organizations.

Supervisor Potter informed the Commission that the monthly rental rate that was proposed is \$1,500 per month with a CPI increase not to exceed 5% each year. The term of the lease would be 20 years, in five-year terms with continuing 5-year renewals. She also noted that City would earn \$36,000 annually, meaning \$18,000 per site. Revenue would generate after approximately 43 months abatement of total construction costs for the project of restroom / storage facility at Parmenter Park. Supervisor Potter also reiterated that staff would ask that the income be ear-marked towards the cost associated with light use cost for the youth organizations at Wayne Makin and Parmenter Park, and also towards park maintenance.

Director Petree informed the Commission that the CUP application has been taken out as part of the process in doing a cellular site. The process has been submitted to the project review board that is why the restrooms had to be moved due to a natural flow. The project, if approved by the Commission will be sent on to Council and the process will proceed as noted.

Commissioner Boyle asked about the size of the restroom. The Director informed the commission that it would be a two stall for the ladies area and one urinal for the men.

Commissioner Hallam noted that this project is desperately needed and this is a win win situation for the City. He also stated that the City after 5-years will own the poles, and that possibly other companies will want to tie in to the system which will bring additional revenue to the City in the future. Commissioner Hallam also informed the Commission that one concern is vandalism to the facility. He noted that the City of Corona has closed restrooms in various park sites within their city due to vandalism.

Director Petree noted that public restrooms at parks are always subject to the vandalism aspect.

Superintendent Anglin informed the Commission that with the plans, the restrooms would be moved to the front part of the park, with the doors facing the street. There will also be security lights installed at the facility.

Commission Wagner noted that a lot of school children will be passing by the facility at Parmenter Park, and may be tempted to be deterred to possibly cause some vandalism to the restroom. She suggested that Citizens on Patrol be asked during the times when the children are going to and returning from school, patrol the area to keep an eye on the facility. She noted that the children would see a patrol, and it may deter anyone from being tempted to do any vandalism to the facilities at the park.

The Director informed the Commissioners that the restrooms being proposes are made by CTX and have a graffiti proof coating on the inside of the buildings. These restrooms are very institutionalized, and vandal proof as much as possible, i.e.: stainless steel sinks and toilets. Also, there is a crawlspace within the walls for mechanical purposes for repairs. These buildings are one solid piece, put together in two sections. Also the roof of the building, there are no shingles, it is concrete, which is part of the one solid piece.

Commissioner Holder stated that Parmenter Park is in desperate need of new restrooms, especially with the youth t-ball program that is held there. As of now, there are times when they are at this facility, the restrooms are locked. She reiterated that these restrooms are needed.

Commissioner Wagner stated she feels no park should be closed during the daytime especially with the year round school system we have within the City.

Commissioner Bash asked the Director if there was going to be trouble with the one light pole as we did with another light pole previously. The Director stated that there is a difference with this situation, that we are not putting in a "new pole" we are replacing an existing pole. Nothing is being changed, it is a site improvement. The Musco lighting system is the best in the market, and there will be no "fall out" light. You will not have the shadowing issues as you have with other sports lights.

M/S Bash/Hallam to approve staff recommendation with regards to the Metro PCS project at Wayne Makin and Parmenter Park.

AYES: Boyle, Hallam, Holder, Wagner, Chair Bash

COMMITTEE REPORTS

7. A. Youth Sports Advisory Update
 - Wayne Makin Snack Bar and Restroom Project – Supervisor Potter

Supervisor Potter reviewed with the Commission the latest update with regards to the alternatives to snack bar during the construction process. NGSL and NLL have looked into the possibility of renting a mobile unit at a cost of \$7,000 per month, or to contract with vendors with a percentage of the profit to be returned to each organization. Both organizations have stated that the cost to rent a mobile unit, far exceeds their anticipated profits per month. Staff has also looked into alternative options such as pre-packaged items from a concession trailer that would provide a reasonable percentage back to the organizations. She also noted that NLL and NGSL has contacted a hot dog cart vendor that would provide food during the week and on weekends for the organizations.

Supervisor Potter noted that RCEHD is working closing with staff to come up with a solution for snack bars during the construction process .

Superintendent Anglin stated she has been in contact with RCEHD and was informed by the Department that an "occasional" permit may be issued for opening day for both NLL and NGSL but it will allow them to bar b que or provide food items for this day. This is a one time permit, and there is a \$74 cost associated to this permit. RCEHD is also giving both organizations guidelines for pre-packaged items. She also stated that RCEHD is extremely happy with the direction that the City is going with regards to the new snack bars.

NLL notified staff that they will probably go with the hot dog vendor. This will allow them to have food, with no monetary outlay to the organization and will provide them with a percentage of income for NLL.

Commissioner Bash asked if was true that the City of Corona was having trouble with RCEHD. Director Petree informed the Commission that Corona was making many of the changes as we are, but were going with a pre-packaged type snack bar. He also informed the Commission that RCEHD now has an office in Corona, so more inspections and monitoring will be taking place throughout the area and that the organizations make sure they are complying to Health Department rules and regulations.

- Sports Advisory Meetings and Attendance – Verbal Report by Supervisor Potter

Supervisor Potter stated that staff has met with AYSO and Norco Jr. All American, with regards to their lack of attendance to the Sports Advisory meetings. She noted that both organizations are aware that their permits will be revoked or not issued if the organizations do not attend these meetings. Both organizations advised staff that they will be in attendance at the April and future advisory meetings.

Commissioner Bash asked what the excuses for the lack of attendance were. Superintendent Potter stated that the AYSO representative was out of town and couldn't get back in town in time. The other organization informed staff that the representative was ill and could not attend.

Superintendent Anglin informed the Commission that staff has notified all organizations that if the representative could not attend, an alternate must be sent to the noted advisory meetings.

Commissioner Boyle noted that at the last meeting, there was an important issue needed to be discussed at that time. Due to the lack of quorum, this important issue could not be discussed. He feels that we should enforce the revoking of permits for whatever time it takes to resolve the non attendance of the youth organizations at the Sports Advisory meeting.

Director Petree stated that if it was a non-compliance issue with regards to attendance by an organization, that this item should come back to the Commission for review and discussion and that staff would provide a recommendation to resolve the issue.

CONSENT CALENDAR

8. APPROVAL OF MINUTES

A. January 22, 2007

Commissioner Boyle noted that he was not in attendance at the January 22, 2007 PRC meeting and his name was noted in the minutes as voting on the adjournment.

9. SUPERINTENDENTS REPORT – ITEMS 1-36

Commissioner Wagner was concerned with item #30 on the Superintendents report with the graffiti in the parks. She stated that the Sheriff's have met with a representative from the Orange County to help with an anti –graffiti task force in our area.

Director Petree informed the Commission that there is an officer out of Orange County that is involved with not only gang enforcement, but graffiti, that is involved with other entities to train Deputies the difference between graffiti such as a tagger just tagging or a gang participant. There has been a Deputy from Norco assigned to Deputy Luke Torres will be taking the lead on this in the City. The Director also noted he spoke to Lt. Cooper that when the training is done, he would like part of our Department to go to this training to become more aware of what type of graffiti it is. Director Petree commented that he would ask Lt. Cooper if possible a presentation could be made to the Commission at a later date.

COMMISSION INFORMATION

10. CITY COUNCIL APPROVAL ITEMS

- A. Approval of the Professional Services Agreement in the Amount of \$47,316 to Gary Miller Interior Design (GMID) for Construction Documents for the Wayne Makin Sports Complex Snack Bars and Restroom Facilities - **APPROVED**

END OF CONSENT CALENDAR

M/S Wagner/Bash motion to approve the Minutes as noted and Consent Calendar.

AYES: Boyle, Hallam, Holder, Wagner and Chair Bash

MOTION CARRIED

11. COMMISSION ONGOING BUSINESS

- A. Ingalls Park – Conceptual Master Plan to come to Commission for feedback. There has been discussion of having a joint workshop with City Council, or Council having a workshop with regards to this project.
- B. Animal Shelter Expansion – We are at 80% construction drawings. The second arena will come through the approval process when it goes to Council. This will take the place of the pole barns and have a dual use. The heaviest use is during the Norco Valley Fair. This will be brought forward to the Commission hopefully as soon as the next PRC meeting.
- C. Pikes Peak Park
- D. 122 Acre Development

Commissioner Wagner stated that at the last PRC meeting, the Director noted he would provide Commission with a copy of the RFP/Q that was sent out for the Silverlakes Property with Kosmont. The Director apologized noting that he would be sending it out to Commission the next day. He also informed Commission that the first pre-conference site visit was held on Feb. 21, with only one interested party in attendance, Eddie Milligan a very interesting gentleman, and only one other phone call from World Class Academy, with regards to the Silverlakes project. There will be another pre-conference site visit on February 28, 2007. As to date, no other inquiries have been made.

- E. Western Avenue Linear Park
- F. Walking Horse Estates / Stowe Passco-Curtis Homes-TTM 27580 - Basin
- G. Cultural and Fine Arts Programming
- H. Teen Programming and Teen Center
- I. U.N.L.O.A.D. Program

Commissioner Hallam informed the Commission that the U.N.L.O.A.D Sub Committee and the City of Norco will be sponsoring a Town Hall Meeting on adolescent substance abuse on March 29, 6:30 p.m. at the Fender Center. This is the second Town Hall Meeting that has been sponsored. There will be food provided and a key note speaker will talk at 7:00 p.m. Commissioner Boyle stated that this is a very informative meeting and invited the Commission to attend.

Commissioner Hallam also noted that the Committee has come a long way and has a lot of support.

Commissioner Wagner commented she attended the last Town Hall Meeting and found it very informative. She also hoped the school district would get more involved.

Commissioner Hallam stated that the school district will be getting very involved and will be composing a 47-page magazine that will provide statistics on the adolescence substance abuse.

Chair Bash asked if Wiley Lab could be put on the On – Going Business Calendar. The Director stated he could bring updates to the Commission, the updates that are given to City Council. Commissioner Bash noted that they already were aware of those updates.

12. DISCUSSION OF REMOVED CONSENT CALENDAR ITEMS.

13. OTHER MATTERS

A. 2nd and Parkridge Arena – Verbal by Director Petree

Director Petree informed the Commission that there two properties that Council could surplus out, one in Mira Loma, that has been surplused out and one on 2nd and Parkridge. A resident has requested that an arena be constructed on this site. This would require the Council dedicate it to parkland and then to zone the property to open space / recreational.

The Director provided the Commission with CAD drawings that showed the dimensions of existing arenas in parks. These drawings as commented by the Director, showed the impossibility to develop a full size arena on that property. Developing an arena the approximate size of other park arenas would put one third of the arena in the street on 2nd. The only feasible “arena” that could be developed on that property would be a turn out arena or a lunging arena.

The Director stated that the Council options could be: surplus the land, turn it into recreational open space and possibly put in a “turn out” arena and some other passive recreational items, or possibly a holding corral and tot lot. The Council could also surplus the property and sell it. The Director wanted to inform of possibilities for the property.

The Director provided information regarding the property at 2nd and River Road, next to the YMCA. which is a very preliminary idea. This property is where the drainage channel is. There is a new strip center being developed there and senior housing. There could possibly be a trail passage for public use and possibly doing something to a riparian center (part of drainage channel).

Commissioner Hallam asked why a dog park couldn't be put in on the 2nd and Parkridge. The Director stated that at the Animal Shelter area there will be a small area for dogs as well as an agility center area.

Commissioner Wagner asked if a tot-lot and picnic area could be developed at the 2nd and Parkridge area. The play equipment could be moved from the Kips Korner Park, and then a full size arena could be built at the Kips Korner Park. The Director informed the Commission these ideas could be provided to the City Manager for his information.

B. Discussion Regarding Park Open Space / Master Plan Options

The Director stated that the Facility Guide and Greenspace for Norco have been provided to Commission for discussion. He noted that both of the plans were done approximately 20-years ago. The Director discussed with Commission that both guidelines could be amended and worked on as a project with the help of Commission and Staff and possibly sub-consultants. To bring in a consultant to do a new full comprehensive master plan and facility guide could cost as much as \$150,000. If staff was to be looking to do this full process, this could be included in the CIP Budget and spread over the next ten year program. Director Petree stated a good project (full comprehensive master plan and facility guide) with a consultant would take a year to go through the entire process.

The Director noted there are issues with the Greenspace for Norco due to changes in the City and it's structure. He informed the Commission that this plan was done by Cal Poly Pomona, and it may be an idea to see if another school or university would be available to produce a new Master Plan if a program as used before exists, which would be a cheaper way to develop the plan.

Commissioner Holder asked the Director instead of spending \$150,000, what kind of time and money would it take to just update the existing plans. She felt there were many valid issues and goals in the current plan, but some of the greenspace areas are outdated, due to housing development and property owned by private citizens.

The Director noted that updating the current plans would possibly cost one-third the cost of doing new full plans. He stated there would be a lot of staff time as well as Commission time to update the current plans, but it could absolutely be done.

The Director did state that what ever the Commission did, either update or producing a new plan, needs to be adopted into the City' s General Plan.

Commissioner Bash asked if this was an issue that the Commission wanted to continue to study.

Commissioner Wagner commented that Greenspace Plan focused only on landscape, trees and grass, except for one page. This plan doesn't focus on programming (recreation) at all. Commissioner Wagner would like to see the document split into categories, recreation, open space, and equestrian activities.

The Director also noted that a comprehensive plan evolves all issues of recreation, along with regional issues. The plan needs the recreation aspect which is so important to this community, which is one area the City falls short, i.e. practice fields, etc.

The Director stated that this plan could actually be RFP'd out, to update the current greenspace plan, to make it a more comprehensive plan.

Commissioner Holder commented that she thought this plan should be updated and at the same time look at recreational needs, this would serve the purpose for the document.

Director Petree stated he believes Commission wants to update the plans to include recreational aspects as well as updating the open space guidelines and comprehensive plan. The Director informed the Commission that he could talk to several consultants to see what it will take to update the current document if the Commission wishes that direction to be taken.

Commissioner asked if a Sub Committee is needed. Director Petree informed the Commission that it could be done that way. Director Petree again reiterated that whatever the Commission adopts as a Master Plan, it needs to be part of the City General Plan. The plan becomes a guide for the future, a tool that can be used.

The Director stated that the Commission possibly have a workshop to discuss philosophy and goals of Parks and Recreation. He noted that there are a lot of good ideas included in the existing Greenspace Master Plan.

Commissioner Wagner asked that a workshop be set up to set up goals, and possibly set up a joint workshop with the Planning Commission.

Discussion continued with regards to the Master Plan and a workshop to go through the process to discuss the philosophy on what is believed for Parks and Recreation to include both Commission Members and the Parks and Recreation staff. He further stated that it is important to create a document and tool that can be used, to help preserve the character of Norco.

Chair Bash stated we need to look at the entire community. This is a horse-based community which means recreation based, and needs to be looked at as a recreation community.

Commissioner Boyle noted that Commission and the Department need to have a goal and vision of what we are and what we do, with the next step where we want to go. He feels brainstorming is an important aspect of creating a valuable document.

Director Petree stated the whole process of a workshop should be what we believe collectively, staff and Commission together.

Commissioner asked who deals with the issue of manure which is a part of a major issue and the biggest threat to horse keeping in the City. Director Petree stated that is the function of the Streets and Trails Commission, but it isn't to say we aren't a part to look at solutions, knowing it is an issue throughout the City.

The Director also noted that City Council may be developing a committee to work with the Streets and Trails Commission regarding the process of manure resolutions, and may involve other people from the community to resolve the manure process. Regulations of what goes into the sewer, waster water and storm drains are becoming a more stringent and it's something the community must think of.

Director Petree stated to the Commission that he would like to bring back some workshop dates at the next Commission meeting. He commented to the Commission that this won't be a one hour process that it needs to be an exchange between Commission and the Parks and Recreation staff.

The Director asked the Commission to provide him by email some dates for a workshop, and then it was decided to tentatively hold a workshop on March 19. Director Petree again asked the Commission to email him their availability for the 19th of March and he would check the Department schedule.

ADJOURNMENT

M/S Holder/Wagner motion to adjourn at 10:00 p.m. to the next meeting on Monday, March 12, 2007 at 6:30 p.m.

AYES: Boyle, Hallam, Holder, Wagner and Chair Bash

MOTION CARRIED