



MINUTES
CITY OF NORCO
PARKS AND RECREATION COMMISSION
REGULAR MEETING
APRIL 23, 2007

1. CALL TO ORDER: Chair Bash called the meeting to order at 7:32 p.m.
2. ROLL CALL: Commissioners Present: Bash, Boyle, Hallam, Holder and Wagner

Commissioners Absent:

Staff Present: Director Brian Petree, Superintendent Anglin, Superintendent Wyrick, Superintendent Power, Supervisor Brandi Potter, Supervisor Tricia Ridge, and Minutes Clerk Sonya Bellamy
3. PLEDGE OF ALLEGIANCE Commissioner Boyle led the Pledge of Allegiance.
4. PRESENTATION/S
 - A. Western Art Show Presentation

Superintendent Anglin presented a Power Point presentation of the event for the Commission. She thanked Jerilyn Kennedy for putting together the presentation.

5. PUBLIC COMMENTS

Mary Dukes, Mira Loma – Ms. Dukes presented a cover letter, proposals A and B and background information on her business that provides Horse Classes for people and horses. She commented since the end of last year, she has been trying to set up horse classes through Parks and Recreation to help the people of Norco. It seems that she is being shut out, because she repeatedly has been told “no one can do anything that conflicts with so & so” without bothering to find out what she does or what she is offering. She is requesting an unbiased consideration to her services from the Parks and Recreation Department. Director Petree stated he and Superintendent Anglin will meet with Ms. Dukes to discuss this issue further.

ACTION ITEMS

6. A. AYSO Youth Sports Agreement – Supervisor Brandie Potter

Supervisor Potter presented the 2007 AYSO Youth Sport Agreement and commented Staff is requesting that the Commission approve the Youth Sports Agreement for American Youth Soccer Organization for the upcoming 2007 season, beginning July 30, 2007. She continued after Commission has approved the Agreement, Staff will meet with AYSO and obtain their President’s signature on the Agreements which will bind them to the guidelines, terms, and conditions in which they must fulfill and comply with in exchange for use of Wayne Makin/Shearer Sports Complex.

Commissioner Boyle questioned if bylaw for the organization are on file. Supervisor Potter stated she will need to check their file and report back. Director Petree stated the most recent bylaws are on file, if there were any amended bylaws, changes, etc. it may not be in the file.

Commissioner Boyle commented it talks about training and supervision in the list but in Exhibit A, it does not list fingerprinted as a check off item. He continued considering the last Youth Advisory Committee meeting and the issue that was brought up by JAAF and their difficulty with this process, he thinks that it is important that it is included in Exhibit A. Supervisor Potter stated the item can be added to the Agreement.

M/S Bash/Holder motion to approve the Youth Sports Agreement.

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

B. NJAAF Youth Sports Agreement – Supervisor Brandi Potter

Supervisor Potter presented the 2007 NJAAF Youth Sport Agreement and commented Staff is requesting that the Commission approve the Youth Sports Agreement for Norco Junior All American Football Organization for the upcoming 2007 season, beginning July 30, 2007. She continued after Commission has approved the Agreement, Staff will meet with NJAAF and obtain their President's signature on the Agreements which will bind them to the guidelines, terms, and conditions in which they must fulfill and comply with in exchange for use of Wayne Makin/Shearer Sports Complex.

Chair Bash asked if the fingerprinting is included as a blanket for all of the organization agreements or does it need to be added to each agreement individually. Supervisor Potter stated it must be added on an individual basis.

Chair Bash asked Supervisor Wyrick if he is comfortable with what is in the agreement in regards to maintenance. Superintendent Wyrick stated he is okay with the agreements.

Chair Bash asked if there has been any discussion with JAAF regarding the parking of vehicles in the field. Supervisor Potter stated that there has been discussion and it is noted in the agreement for the upcoming year.

Commissioner Boyle commented under Fees it talks about application process and cost, he asked if there is a set rate for Group A, B and C because it is not in the information. Director Petree stated there is a set rate, however it has been the Council mission in the past that they do not pay fees but it does not mean that the budget cannot be amended.

M/S Hallam/Boyle motion to approve the Youth Sports Agreement.

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

C. Animal Shelter Expansion Presentation – Kathy Oswalt-GMID, Superintendent Renee Power

Director Petree introduced Kathy Oswalt with GMID. He commented she will update Commission on the progress of the project. He added the project is at the stage where rendering need to be adopted by Commission and then forwarded to the Planning Commission and the Council.

Kathy Oswalt with GMID presented the updated floor plan of the Animal Shelter and reviewed them with the Commission. Superintendent Renee provided additional comments regarding the floor plan of the facility.

Commissioner Hallam asked what the capacity going to be versus what it is now. Superintendent Power stated as far as dogs, the capacity should triple and the capacity for cats, it will be much more. She presented estimates according to the updated floor plan.

Commissioner Hallam asked if there is also an open area that will be controlled so families can see how the dog will react. Superintendent Power explained on the floor plan where the plan is to add an area that should be fenced off.

Commissioner Holder asked where the pass through from Sixth Street will be located because she does not see it on the floor plan. Superintendent Power explained on the floor plan where the plan is to add the walkway.

Commissioner Boyle asked if the area where there is Dog obedience, can it be used for a temporary dog park. Superintendent Power explained options for the area and the problems that are current and that may occur in the future.

Chair Bash asked if there are showers and break rooms. Superintendent Power explained the location of the locker room, break room and showers on the layout.

Commissioner asked what the increase in Staff should be. Superintendent Power stated a minimum of four more Staff will be need, two at the adoption area and two at the office. She added this does not included Staff for maintenance.

Director Petree asked the Commission to review and comment on the color scheme of the Animal Shelter and make any comments. Commission agrees the color scheme is appropriate for the Animal Shelter.

M/S Bash/Holder motion to approve the Animal Shelter Expansion.

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

Commissioner Wagner requested to add Staffing for the Animal Shelter on the agenda for discussion at the next meeting.

COMMITTEE REPORTS

7. A. Update on Community Center Parking Lot – Verbal Report by Director Petree, Commissioners Bash and Wagner

Director Petree updated the Commission on the Community Center Park Lot and the location for the Cal Trans Park-n-Ride. He directed the Commission to the handouts and layout that were provided.

Commissioner Boyle commented since the parking lot will be some of a distance away from the building, he would like to see adequate lighting for the area for security reasons. Director Petree stated light will be improved inn the whole area.

Commissioner Hallam asked how the project is funded. Director Petree stated RDA project funds.

- B. Equestrian Helmet Ordinance, Verbal Report by Sub-Committee Member Holder
Commissioner Holder reported the Sub-Committee decided that there are two options, one is to put forth an ordinance and make changes or not, and two improving safety in the community by education.

She added the possibility of this issue going to the Council and passing is really slim, she recommends taking all of the energy into educating the community and promoting safety.

Commissioner Hallam agrees a good start is to educate the parents on safety issue for themselves and their children.

Commissioner Holder suggested having special check safety activities on play days that are associated with an event to promote safety and bring knowledge and make the community aware.

Commissioner Boyle suggested having a Sub-Committee that will combine Streets and Trail Commissioners and Parks and Recreation Commissioners. Commissioner agrees that a combined Sub-Committee is a good idea.

Commission continued to discuss the Sub-Committee suggestions and agrees that a good start is to educate the parents, children and community at this time.

Commissioner Hallam thanked the Parks and Recreation Staff for their assistance and support during Horse Week at Ingalls Park.

8. APPROVAL OF MINUTES

A. March 12, 2007

9. SUPERINTENDENTS ANGLIN / WYRICK REPORT – ITEMS 9.1 – 9.35

ITEMS PULLED FOR DISCUSSION

9.27 Chair Bashed asked why the slide was so expensive. Superintendent Wyrick comment was not recorded.

9.31 Commissioner Boyle asked if the re-roofing was done at the Gym. Superintendent Wyrick stated the re-roofing was done at Nellie Weaver Hall approximately 8 years ago. Commissioner Boyle asked what the Guarantee was. Director Petree stated the guarantee at that time was that it required maintenance and the maintenance requires to be in the budget which was cut out, so there is no guarantee and the contractor has had to go back to fix things.

COMMISSION INFORMATION

10. CITY COUNCIL APPROVAL ITEMS

A. None.

END OF CONSENT CALENDAR

M/S Wagner/Holder motion to approve the Minutes.

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

MOTION CARRIED

11. COMMISSION ONGOING BUSINESS

- A. Ingalls Park
- B. Animal Shelter Expansion
- C. Pikes Peak Park
- D. 122 Acre Development
- E. Walking Horse Estates / SunCal / Norco Ridge Ranch-Park Improvements
- F. Cultural and Fine Arts Programming
- G. Teen Programming and Teen Center
- H. U.N.L.O.A.D. Program

Commissioner Hallam commented at the Buena Vista High School, the drama class has a play that they put on about some kids who go to their prom and what happened while they are there. He believes it will be a great thing to have at some of the dances.

- I. Snipes Park – Skate Park
- J. Norco Hill Conservancy

Chair Bash reported the Wiley Area; the people who are living there are looking to sell at a light industrial area. The Norconian Area in mid July they are planning a have a pavilion, the idea for the pavilion is one bring people in support and two start provision for the legal fee that will be needed.

12. DISCUSSION OF REMOVED CONSENT CALENDAR ITEMS.

13. OTHER MATTERS

- A. Verbal Report on Parkridge and Second Property – Director Petree

Director reported Council voted to surplus the land. He continued to explain some of the option that were review by Council during the meeting.

- B. Ingalls Park Master Plan Joint Meeting, May 28, 2007 – 7:00 p.m. – Learning Center, CNUSD

Director Petree requested to reschedule the meeting because of the Memorial Weekend. He informed the Commission that the meeting will be rescheduled for a week before or a week after May 28, 2007.

- C. Verbal Update on Trail Marker Project – Superintendent Anglin

Superintendent Anglin reported in the packet provided, is a draft of the first Trail Marker that is complete which is for Fourth Street and Dapplegray Lane and in memory of Jeannie Guertin. She added continuous work has been completed and all who have been involved have concluded that the map will work. She stated the maps will be printed and mounted on specific material, she provided a sample for the Commission. She continued that they are now working on two other Trail Makers that should be placed shortly.

Commissioner Hallam asked if the Trail Marker will be Graffiti proof. Director Petree stated the material is Graffiti proof.

Commissioner Wagner asked why the orientation of the map is not pointed through North. Superintendent Anglin stated originally the orientation was placed north but the actual Trail Marker is not facing north, it is facing west. Superintendent Wyrick suggests that it would be easier to follow if the map was in the same direction.

D. Pikes Peak Ribbon Cutting Grand Opening August 11, 2007

Director Petree invited the Commission to attend the Grand Opening and reported construction should be completed by this date.

E. Verbal Update on Coast to Crest Trail – Director Petree

Director Petree reported the Coast to Crest Trail has been changed to Santa Ana River Trail and Parkway. He added the City is working on a partnership with the County to form a MOU, Corona is included, to agree that the Trail is important, all will support the idea of having the Trail, and all will pull funding together and support the Trail with maintenance.

F. Department Fees Increase by CPI – Superintendent Anglin

Superintendent Anglin reported a contract was awarded to Revenue & Cost Specialists several years ago to prepare a User Fee Study, Master Facilities plan and Developer Impact Fee Study. The first portion of this project, the Fee study, was reviewed and most of the fees proposed were adopted by Resolution No. 2003-43. The Resolution was amended in 2004, 2005 and 2006. These Resolutions contained a provision that all fees be reviewed and adopted annually. Staff has reviewed the fees and is proposing several adjustments to the fees charged by the City. A 4.3% adjustment of all existing fees is being proposed to reflect changes in the Consumer Price Index as a result of inflation during the past year. Unless otherwise noted, this adjustment was made to each fee. The fees charged by the Parks, Recreation and Community Services Department are listed in Exhibit A.

Superintendent Anglin reviewed the changes with the Commission.

Next Agenda Items

1. Memorial for Norco Community members who have not been found.
2. Funding the Trails
3. Staff Animal Shelter

ADJOURNMENT

M/S Bash/Hallam motion to adjourn at 10:00 p.m. to the next meeting on Monday, May 14, 2007 at 6:30 p.m.

AYES: Boyle, Holder, Wagner and Chair Bash

MOTION CARRIED

Sonya Bellamy, Minutes Clerk
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