



**MINUTES**  
**CITY OF NORCO**  
**PARKS AND RECREATION COMMISSION**  
**REGULAR MEETING**  
**CITY COUNCIL CHAMBERS-2820 CLARK AVENUE**  
**OCTOBER 11, 2010**

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1. CALL TO ORDER: Vice Chair Wagner at 6:35 p.m.
  2. ROLL CALL  
Vice Chair Wagner, Commissioners Adams, Boyle, Holder,  
Absent: Chair Hallam  
  
Staff: Director Petree Supervisor Calvert, Executive Secretary Shepard
  3. PLEDGE OF ALLEGIANCE Commissioner Boyle
  4. PRESENTATION/S  
A. None
  5. PUBLIC COMMENTS: **NONE**
  6. **ACTION ITEMS**  
A. None
  7. **ACTION ITEMS**  
A. None
- COMMITTEE REPORTS**
7. A. Youth Sports Advisory Committee Meeting Agenda Update – Supervisor Calvert stated that this report is for information only to provide updates to the Commission. Norco Little League and Norco Girls Softball League are both in session for the winter ball season. Both leagues are paying 100% of light fees. Norco Junior All-American Football League is underway with the league paying 25% of their light fees. At the end of the season, they will be constructing a shed that has already been approved. American Youth Soccer Organization is also underway and they are paying 100% of the light fees. We are in the process of preparing agreements to NLL and NGSL for the next season and the light fees will be adjusted to 50% as per the agreement. The next Sports Advisory Meeting is scheduled for October 12, 2010. Commissioner Boyle stated that the groups have been

very cooperative with having to pay the light fees. They have been proactive in developing fund raisers for their groups to help with the added fees.

**M/S Holder/Adams to Receive and File**

**AYES: Adams, Boyle, Holder, Wagner**

**NOES: None**

**ABSENT: Hallam**

- B. Ad-Hoc Fees Committee Update – Director Petree stated that the final meeting was held with the Ad-Hoc committee and the committee agreed on the final product to go before City Council on October 20, 2010. In some cases even though some groups are considered ‘special consideration’, these groups will still have a subsidy amount that they need to recover. They are not being charged the full fee but that is based on the fact that the subsidy will be made up another way. Commissioner Boyle asked about the monitoring procedures for how the costs are recovered. Director Petree stated that this is still a work in progress but we have discussed how we would collect fees with an example being barrel racing practices at the arena on Tuesday nights. These practices will be fully run by volunteers and the funds earned will be applied to the fund for subsidy and any amount over that will be applied towards improvements toward the facility. Director Petree stated that he does not see us recovering the full subsidy until June of 2012 giving the groups an opportunity to get the event up and running. At that time, the groups will be invoiced for the difference of full cost and the amount of funds raised and paid. Future permits will be based on the payment of these invoices.

**M/S Holder/Boyle to Receive and File**

**AYES: Adams, Boyle, Holder, Wagner**

**NOES: None**

**ABSENT: Hallam**

- C. Animal Control Shelter Update, Power Point – Director Petree stated that earlier in the day there was a study session with the City Council. The state took away \$5.6 Million from RDA funds which were to be used in part for the Animal Control Shelter. Director Petree then presented the power point. Commissioner Wagner stated that after working on the original plan for the shelter, this downsizing is very depressing knowing there was a community desire for the educational component, the dog park and all the other amenities that have been cut out. It is much better for the staff but the community may be disappointed as well. Director Petree stated that it will be a better environment for the animals that need to be adopted. It will be very animal friendly and will hopefully help increase the number of adoptions. Some of the amenities that have been cut out may be able to be added later as funds become available. Commissioner Wagner

questioned the roof structure. Director Petree stated that the roof structure will be completely replaced.

**M/S Holder/Boyle to Receive and File**  
**AYES: Adams, Boyle, Holder, Wagner**  
**NOES: None**  
**ABSENT: Hallam**

### **CONSENT CALENDAR**

8. APPROVAL OF MINUTES – September 13, 2010
9. DEPARTMENT OPERATIONS REPORT – ITEMS 9.1. – 9.15

**M/S Holder/Boyle to approve the Consent Calendar**  
**AYES: Adams, Boyle, Holder, Wagner**  
**NOES: None**  
**ABSENT: Hallam**

### **COMMISSION INFORMATION**

10. CITY COUNCIL APPROVAL ITEMS
  - A. None

### **END OF CONSENT CALENDAR**

**M/S Holder/Adams to approve Consent Calendar**  
**AYES: Adams, Boyle, Holder**  
**NOES: None**  
**ABSENT: Hallam**

11. COMMISSION ONGOING BUSINESS
  - A. Ingalls Park Animal Shelter Expansion
  - B. Silver Lakes – Director Petree stated that this contract has been pushed back at the last City Council meeting until some issues are resolved. It should be presented to City Council sometime in November.
  - C. Ridge Ranch Park – Director Petree stated that this project is out to bid and a pre-bid meeting is scheduled for Tuesday, October 12, 2010 with the bid opening being later in the month. Construction should begin in November.
  - D. U.N.L.O.A.D. Program Update – Supervisor Calvert stated that UNLOAD would like to have a Town Hall meeting in collaboration with UNITY and will be looking to schedule this in April or May of 2011.
  - E. Lake Norconian Club Foundation/ Norco Hills Conservancy – Commissioner Adams
  - F. Ingalls Park Arena – Commissioner Holder inquired about the status of the arena. Director Petree responded with stating that there are still some ‘punch-list’ items that need to be completed by Shook Building Systems, the

contractor of the arena cover. The bio-swales design has been completed and irrigation will start next week by our contractor and by City employees. The exterior fencing is about 90% complete. A meeting will be set up with the Ingalls Park sub-committee members to discuss interior fencing. Meetings have been held with the electrical engineer concerning the lighting. At a recent meeting with SoCal Sandbags it was discussed that the east pad will be completed in February.

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

**13. OTHER MATTERS**

- A. Family Harvest Festival Update – Supervisor Calvert stated that staff is planning a Harvest Family Festival, scheduled for Saturday, November 6, 2010, 4-7pm at Nellie Weaver Hall. Admission is \$2 per child and \$3 per adult. The event will feature live entertainment, dancing and games. Food and refreshments will be available. Non-profit organizations will host the game booths and will provide prizes to the game players. Representatives from the Norco Teen Volunteer program and other volunteers will staff booths.
- B. Norco Trail Cleanup Day – Director Petree stated that this project is sponsored by Waste Management who received a grant to assist with this clean up. The manpower will be volunteer based. With our volunteer program and the assistance of the Norco Horsemen's Association this event was put together and will be held November 13, 2010. Director Petree presented the power point.
- C. Facebook Update – Superintendent Anglin is unavailable to present the on line demonstration and it will be presented at the next Commission meeting.
- D. Commissioner Boyle stated that he had an inquiry from a resident concerning the play area at Pikes Peak Park. The cement base of one of the spring horses was visible and the resident wanted to know if it could be covered up. Director Petree stated that the wood chips settle over time and replacement of these chips is usually done on a routine basis every other year. Once this is done, it should take care of the problem.
- E. Vice Chair Wagner stated that she noticed the monument sign driving south on Hamner and noted that it is starting to look 'dressed-up'. Director Petree responded that it will be looking good but the challenge is that there are no funds for landscaping. However, he and Bill Thompson, Director of Public Works, are working with the City Manager to find a funding source to get some landscaping complete. There has been an offer from La Cresta Landscaping to donate 100 trees to use between the Community Center and Ingalls Park.
- F. Director Petree gave a budget forecast synopsis for the Department of Parks, Recreation and Community Services. He discussed the presentation he provided to the City Council at that days study session. The presentation discussed the concepts of cost centers and Enterprize Service Delivery. Discussion followed.

## **ADJOURNMENT**

**M/S Holder/Adams to adjourn at 8:03 p.m. to the Commission meeting on Monday, November 8, 2010, at 6:30 p.m.**

**AYES: Adams, Boyle, Holder, Wagner**

**NOES: None**

**ABSENT: Hallam**

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**Robin Shepard, Executive Secretary**

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