



MINUTES
CITY OF NORCO
PARKS AND RECREATION COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBERS-2820 CLARK AVENUE
NOVEMBER 8, 2010

1. CALL TO ORDER: Chair Hallam at 6:34 p.m.
2. ROLL CALL
Chair Hallam, Commissioners Adams, Boyle, Holder, Wagner

Staff: Director Petree,
Superintendent Anglin,
Supervisor Calvert, Executive Secretary Shepard
3. PLEDGE OF ALLEGIANCE Director Petree
4. PRESENTATION/S
 - A. Facebook – Superintendent Anglin briefly discussed the website and explained that it is a tool used to communicate with the community about events and activities in the City. There has been a good following of people who like the page.
5. PUBLIC COMMENTS: NONE
6. **ACTION ITEMS**
 - A. None

COMMITTEE REPORTS

7. A. Teen Charity Concert to Benefit F.A.I.R. – Superintendent Anglin stated The Department of Parks, Recreation and Community Services has a Financial Assistance in Recreation (F.A.I.R.) program which provides short-term financial aid to Norco families who need assistance paying for youth recreational sports programs. It was established in 2003 through a \$5000 donation which was received by Norco Horseweek Committee. To date, \$2,783 have been awarded to needy families, however, no additional donations have been deposited into this account, thus diminishing the funding. In an effort to increase funds for this program, a committee is being formed to plan and organize a charity concert in which proceeds from this community event will be deposited into the F.A.I.R. account. The charity concert is intended to target youth/teens and will include local teen performers who are making their name in the music and television industry. The event has the full support of Corky Blair and is anticipated to

take place in Nellie Weaver Hall at the George Ingalls Equestrian Event Center on Saturday, January 22, 2010. Expenses for this event are expected to be covered through donations, in-kind sponsorships and admission fees. Commissioner Boyle stated it is a good opportunity to look at the program and hopefully we will get a good crowd. He is working on getting donations. Superintendent Anglin stated the Brook Morola's father has taken a lead in getting donations for the lights and sound with connections that he in the recording industry.

- B. Youth Sports Agreement Norco Little League – Supervisor Calvert stated that staff met with the Norco Little League (NLL) President, to confer regarding the needed changes to this year's agreement. Sub-Committee Member Boyle has reviewed these changes from the previous agreement and is supportive of this action. The Youth Sports Facility Agreement has been prepared with modifications to reflect that Norco Little League will be charged 50% of actual light usage fees and is responsible for paying these quarterly. Staff will meet with NLL and obtain their President's signature on the Agreements.
- C. Youth Sports Agreement Norco Girls Softball – Supervisor Calvert stated staff met with the Norco Girls Softball League (NGSL) President, to confer regarding the needed changes to this year's agreement. Sub-Committee Member Boyle has reviewed these changes from the previous agreement and is supportive of this action. The Youth Sports Facility Agreement has been prepared with modifications to reflect that Norco Little League will be charged 50% of actual light usage fees and is responsible for paying these quarterly. Staff will meet with NGSL and obtain their President's signature on the Agreements. Commissioner Wagner requested clarification on some of the items listed on the fee schedule which was attached to the agreement. Director Petree addressed those concerns.
- D. Concession Agreement Norco Little League – Supervisor Calvert stated staff met with Norco Little League (NLL) President to confer regarding the needed changes to this year's agreement. Sub-Committee Member Boyle has reviewed these changes from the previous agreement and is supportive of this action. The Concession Agreement has been prepared with modifications to reflect that Norco Little League will be responsible for hiring and paying for the cleaning and maintenance of the gas grill jet and the grill grease trap prior to the end of the agreement. Staff will meet with NLL and obtain their President's signature on the Agreements.
- E. Concession Agreement Norco Girls Softball – Supervisor Calvert stated staff met with Norco Girls Softball League (NGSL) President to confer regarding the needed changes to this year's agreement. Sub-Committee Member Boyle has reviewed these changes from the previous agreement and is supportive of this action. The Concession Agreement has been prepared with modifications to reflect that Norco Girls Softball League will be responsible for hiring and paying for the cleaning and maintenance of the gas grill jet and the grill grease trap prior to the end of the agreement. Staff will meet with NGSL and obtain their President's signature on the Agreements.

CONSENT CALENDAR

8. APPROVAL OF MINUTES – October 11, 2010
9. SUPERINTENDENTS REPORT – ITEMS 9.1. – 9.14

COMMISSION INFORMATION

10. CITY COUNCIL APPROVAL ITEMS
 - A. Approve the Amendment to the Facility Use Policy. **Approved 4-0, Miller Absent**
 - B. Approve the Amendment to the Comprehensive Fee Schedule. **Approved 4-0, Miller Absent**
 - C. Authorize the Executive Director to execute a Contract Change Order in the amount of \$101,250 with GMID to modify the working drawings and engineering site work for the construction and renovation of the Norco Animal Control Shelter and authorize the Executive Director to approve contract change orders up to 10 percent of the original contract amount. **APPROVED 4-0, Miller Absent**

END OF CONSENT CALENDAR

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

11. COMMISSION ONGOING BUSINESS
 - A. Ingalls Park - Director Petree stated the punch list has been completed and signed off on the south arena. The Notice of Completion will be on the City Council agenda for November 17. Quotes are being sought for footing for that arena. We are awaiting drawings for the new transformer and electrical which Edison has approved. Once received, the City Engineer will prepare it to go out to bid. Irrigation is being done on the manufactured slope.
 - B. Animal Shelter Expansion - Director Petree stated the goal is to be in plan check in December and hoping to be out to bid in January.
 - C. Silverlakes – Director Petree advised that this contract is still with the attorneys for review.
 - D. Ridge Ranch Park – Director Petree stated bids have been opened and there will be a meeting with the low bidder to discuss and value engineering for areas of the park. There were 34 contractors at the pre-bid walk thru but only 8 responded with bids.
 - E. U.N.L.O.A.D. Program
 - F. Norco Hills Conservancy
 - G. Lake Norconian Club Foundation

12. DISCUSSION OF REMOVED CONSENT CALENDAR ITEMS.

13. OTHER MATTERS

- A. Astronomy Nights in Norco – Superintendent Anglin stated the next astronomy nights will be November 19, 2010, at Wayne Makin Sports Park.
- B. Facebook – Superintendent Anglin
- C. Horsetown Parade of Lights Update – Superintendent Anglin informed the Commission that this event will be held Saturday, December 4th at 5 pm. Staff is still hoping to get more vendor applications. There will be a skate rink and snow tot lot which are fully sponsored by Total Transportation Logistics and Sho-Air International. Chair Hallam inquired if the rules were changed for parade participants. Superintendent Anglin responded by stating that they are allowing vintage tractors and battery operated vehicles.
- D. Commissioner/Staff Holiday Dinner – Everyone agreed that they would like to meet for a holiday dinner again this year. A location will be determined later.
- E. Harvest Festival Update – Supervisor Calvert stated that the feedback received was positive and it was a fun family friendly event and well received. It was largely produced by volunteers with 15 booths and everyone seemed to have a good time. Commissioner Adams added that it was charming and a lot of fun.
- F. Arundo Removal Project – Director Petree stated that the project continues. There was a focus group meeting a few weeks ago to discuss re-opening some trails. There has been no response from the Army Corp of Engineers (ACOE) as to the results of this meeting. The ACOE is working on a change order to install some trail fencing which will allow some trails to be reopened. Commissioner Adams stated that the equestrians feel the ACOE does not see the riders as an asset that can help enforce rules of the trails. If the ACOE could see this, they may move a little faster in reconnecting trails and opening trails that will allow the equestrians to enjoy riding again and believing that the ACOE is actually concerned about the riders. Director Petree reiterated that the ACOE has been working with the equestrians as best they can at the level we are working with. Our contacts have to work with other levels before any ideas they have can be accepted. Director Petree believes that the contacts we have been working with have been very cooperative; it just takes time. Discussion continued.
- G. Duck Hunting – Director Petree has stated that duck hunting in the river bed has become an issue. There seems to be some hunting being done on private property. Although hunting is prohibited in the City of Norco and signs are posted, hunters are accessing through private property which Fish and Game has given permits to allow. We will work with equestrians to post signs deeper into the riverbed up to the north side of Rivertrails Park so people know they are in a park and not on private property and that any kind of hunting is prohibited in that area. The challenge for the sheriff's to enforce the rules is for them to get there in a timely manner to catch the violators. Commissioner Boyle requested clarification on the issue of private property and if anyone is allowed to hunt on any private property. Director Petree stated that it is up to the property owner to enforce the no hunting policy. Commissioner Hallam stated that if property owners do not

want hunting on their property, they must post signs that state that no hunting is permitted. Parks and Recreation staff is evaluating where our signs are posted now and where staff should post additional signs.

ADJOURNMENT

M/S Holder/Wagner to adjourn at 7:30 p.m. to the Commission meeting on Monday, December 13, 2010, at 6:30 p.m.

AYES: Adams, Boyle, Hallam, Holder, Wagner

NOES: None

Robin Shepard, Executive Secretary

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