



MINUTES
CITY OF NORCO
PARKS AND RECREATION COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBERS-2820 CLARK AVENUE
OCTOBER 10, 2011

1. CALL TO ORDER: Chair Wagner at 6:32 p.m.
2. ROLL CALL
Chair Wagner, Commissioners
Boyle, Hallam, Holder

Adams arrived at 6:40 p.m.

Staff: Director Petree, Supervisor
Calvert, Executive Secretary Shepard
3. PLEDGE OF ALLEGIANCE Commissioner Hallam
4. PRESENTATION/S
A. None

PUBLIC COMMENTS
A. Becky Buffington has asked that rattlesnake signs be posted at Norco Ridge Ranch Park. She has found two rattlesnakes since the park has been built.
5. **ACTION ITEMS**

A. Dedication of the south arena to Hal Clark – Director Petree stated that due to the commitment and dedication of Hal H. Clark to the City, the youth and local equestrian and community groups, his family and friends have requested the south arena at the George Ingalls Equestrian Event Center be dedicated in his name. All necessary paperwork has been completed and submitted by the family. Director Petree stated that the Commission is to make a recommendation to the City Council to approve or not approve this action. Commissioner Hallam stated that there is not enough paper to list all of Hal Clark's accomplishments. Commissioner Boyle stated that Hal treated all organizations and all community groups equally.

M/S Hallam/Holder to recommend to City Council to approve the dedication of the south arena to Hal H. Clark

Ayes: Boyle, Hallam, Holder, Wagner

Noes: None

Absent: Adams

- B. NLL Youth Sports Facility Agreement – Supervisor Calvert
- C. NLL Youth Sports Concession Agreement – Supervisor Calvert

D. NGSL Youth Sports Facility Agreement – Supervisor Calvert

E. NGSL Youth Sports Concession Agreement – Supervisor Calvert

Supervisor Calvert gave an overview of the agreements and outlined changes from the previous agreements. Discussion followed regarding the importance of going over these contracts with the President of each group especially when board member changes have occurred.

M/S Holder/Hallam to receive and file both Youth Sports Facility Agreements and Youth Sports Concession Agreements.

Ayes: Adams, Boyle, Hallam, Holder, Wagner

Noes: None

7. COMMITTEE REPORTS

- A. Youth Sports Advisory Update – Supervisor Calvert discussed the staff report. Commissioner Boyle stated that NJAAF is experiencing financial constraints. The school district has increased the use of fields by 33%. Discussion continued regarding the economic challenges of the youth sports groups.

M/S Holder/Hallam to receive and file

Ayes: Adams, Boyle, Hallam, Holder, Wagner

Noes: None

CONSENT CALENDAR

8. APPROVAL OF MINUTES – July 11, 2011

9. DEPARTMENT OPERATIONS REPORT – ITEMS 9.1. – 9.28

M/S Holder/Adams to approve the Consent Calendar

Ayes: Adams, Boyle, Hallam, Holder, Wagner

Noes: None

10. COMMISSION INFORMATION

- A. Acceptance of the Ridge Ranch Park Project as Complete. **Recommended Action: Accept the Ridge Ranch Park Project as complete and direct the City Clerk to file a Notice of Completion with the County Recorder's Office.** (Director of Parks, Recreation & Community Services)
- B. Acceptance of the Community Center Parking Lot Expansion and Hamner Avenue Improvements Project. **Recommended Action: Accept the Community Center Parking Lot Expansion and Hamner Avenue Improvements Project as complete and direct the City Clerk to file the Notice of Completion with the County Recorder's Office.** (Deputy City Engineer and Director of Parks, Recreation & Community Services)

11. **END OF CONSENT CALENDAR**

COMMISSION ONGOING BUSINESS

- A. Ingalls Park-Director Petree stated that the first phase of the rainy season REAP which requires the City to complete certain inspections has been completed. Sandbags were replaced after the fair which is in compliance with the SWPPP. A grant has been received from CBDG for restrooms. One of our major challenges with completing Ingalls is funding.
- B. Animal Shelter Expansion-Director Petree stated that the project is about 30% complete. The foundation is poured, framing has been started and the demolition of kennel is occurring. The challenge with the kennels is the damage created by pests so staff is looking to build kennels with alternate materials. The Contractor is on schedule to date.
- C. Silverlakes-Director Petree stated that the project is in the engineering and design phase and RJ Brandes is to complete his construction plans and contracts together as well as his financial plan. Phase one should be ready by September of 2012.
- D. U.N.L.O.A.D. Program – Supervisor Calvert stated that the program has reconvened after a summer break. Many of the frustrations of the committee members are the amount of cigarette butts left in the park. No Smoking signs are posted but there is not enough staff to enforce it.

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

13. **OTHER MATTERS**

- A. Ridge Ranch Park Dedication – Director Petree stated that we are excited to have the Ridge Ranch Park dedication a week from today. The park looks great and we had a lot of involvement to get the park where it is today. There was a lot accomplished with the small budget that there was to work with. This park was budgeted with Development Impact Fees.
- B. Special Events Update – Director Petree summarized the events of the summer such as National Day of the American Cowboy and the Concerts in the Park Summer Series. He also discussed the upcoming Parade of Lights and Winter Festival.

ADJOURNMENT

M/S Hallam/Boyle to adjourn at 7:14 p.m. to the Commission meeting on Monday, January 9, 2012, at 6:30 p.m.

AYES: Adams, Boyle, Hallam, Holder, Wagner
NOES: None

Robin Shepard, Executive Secretary