



AGENDA
CITY OF NORCO
Parks and Recreation Commission

March 10, 2014

City Council Chambers
2820 Clark Avenue, Norco, CA 92860



Corinne Holder, Chair
Geoff Kahan, Vice Chair
Richard Boyle, Commissioner
Jennifer Gable, Commissioner
Richard Hallam, Commissioner

1. **CALL TO ORDER:** 6:30 PM

AGENDAS ARE LOCATED AT THE BACK OF COUNCIL CHAMBERS. ANYONE WISHING TO SPEAK ON ANY AGENDA ITEM MAY DO SO BY FILLING OUT A REQUEST CARD IN THE BACK OF THE ROOM AND PRESENTING IT TO THE COMMISSION SECRETARY.

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

4. **PRESENTATION/S**

5. **PUBLIC COMMENTS**

THIS IS THE TIME WHEN PERSON/S IN THE AUDIENCE WISHING TO ADDRESS THE PARKS AND RECREATION COMMISSION REGARDING ITEMS NOT ON THE AGENDA MAY SPEAK. PLEASE BE SURE TO COMPLETE A CARD LOCATED IN THE BACK OF THE ROOM AND PRESENT IT TO THE COMMISSION SECRETARY.

6. **CONSENT CALENDAR**

ALL ITEMS LISTED UNDER THE CONSENT CALENDAR ARE CONSIDERED ROUTINE AND MAY BE ENACTED BY ONE MOTION. ANY PUBLIC COMMENTS ON THE CONSENT ITEMS WILL BE HEARD PRIOR TO THE MOTION TO CONSIDER

ACTION BY COMMISSION. THERE WILL BE NO SEPARATE ACTION UNLESS MEMBERS OF THE COMMISSION REQUEST SPECIFIC ITEMS BE REMOVED FROM THE CONSENT CALENDAR.

A. APPROVAL OF MINUTES – January 13, 2014

B. CITY COUNCIL APPROVAL ITEMS

1) Acceptance of the Corydon Staging Area Project as Complete. **Recommended Action: Accept the Corydon Staging Area Project as complete and direct the City Clerk to file the Notice of Completion with the County of Riverside.**

ITEM(S) PULLED FROM CITY COUNCIL CONSENT CALENDAR:
Acceptance of the Corydon Staging Area Project as Complete.

Council Member Newton commented on this project, complimenting the Parks, Recreation & Community Services Department staff for the professional manner in which the project was managed.

Director Petree commented on the community volunteers that assisted with this project.

M/S Newton/Hanna to Accept the Corydon Staging Area Project as complete and direct the City Clerk to file the Notice of Completion with the County of Riverside. Approved 5 - 0

2) Approval of the Norco Horseman's Association Casino Night Facility Lease Agreement. **Recommended Action: Approve a five-year Lease Agreement with Norco Horsemen's Association for the use of Nellie Weaver Hall for its annual Casino Night.**

M/S Higgins/Bash to adopt the remaining items as recommended on the City Council Consent Calendar. Approved 5 - 0

3) Approval of the Annual Designation of April 16th as George Alan Ingalls Day in the City of Norco. **Recommended Action: Adopt Resolution No. 2014-08, designating April 16th annually as the Georg Alan Ingalls Day in the City of Norco and honor him by flying the flag at all City buildings at half-staff. Approved 5 – 0**

4) Approval of Amendment No. 4 to the License Agreement with SoCal Sandbags, Inc. for Grading and Removal of Aggregate and Related Materials at George Ingalls Equestrian Event Center. **Recommended Action: Approve an amendment to the license agreement with SoCal Sandbags, Inc. to include the grading for the required toe drains, bio-swales and appurtenant storm drains and adjacent access road, necessary to meet storm water quality requirements and the trenching for future electrical conduits to serve the requirements of the "East Pad" of the events center. Approved 5 – 0**

- 5) Approval to Authorize the Relocation City Archives and Artifacts to the Bob and Karlene Allen Community Room. **Recommended Action: Authorize the relocation of the City archives and artifacts to the Bob and Karlene Allen Community Room located at the Mildred W. Fleutsch Community Center and rename the room the “Bob and Karlene Allen Historical Community Room.”** Approved 5 - 0

END OF CONSENT CALENDAR

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

8. **DIRECTOR ACTION ITEMS**

- A. Strategic Planning Meeting Date – Director Petree

9. **DEPARTMENT REPORTS**

- A. Department Operations Report Recreation and Community Services
B. Department Operations Report Parks and Building Maintenance
C. Department Operations Report George Ingalls Equestrian Event Center
D. Department Operations Report Animal Control Services
E. Cell Site Updates – Director Petree
F. Volunteer Appreciation Dinner – May 8, 2014

10. **COMMISSION ACTION ITEMS**

11. **COMMITTEE REPORTS**

- A. City of Norco 50th Birthday Celebration – Director Petree, Commissioner Kahan
B. George A. Ingalls Veterans Memorial Update – Director Petree, Commissioner Hallam, Commissioner Kahan
C. Special Events Update: Superintendent Anglin
D. Youth Sports Advisory Update – Supervisor Calvert, Sub-Committee Member Boyle

ADJOURNMENT

Please contact the Department of Parks, Recreation and Community Services at 951/270-5632 if you need special assistance to participate in this meeting in compliance with the Americans with Disabilities Act. (28 CFR 35.102-35.104 ADA Title II) Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

STAFF REPORTS ARE ON FILE IN THE PARKS AND RECREATION DEPARTMENT. ANY WRITINGS OR DOCUMENTS PROVIDED TO A MAJORITY OF THE COMMISSION REGARDING ANY ITEM ON THIS AGENDA WILL BE MADE AVAILABLE FOR PUBLIC INSPECTION AT THE CITY CLERK’S COUNTER AT CITY HALL LOCATED AT 2870 CLARK AVENUE