

# City of Corona

*400 S. Vicentia Ave.  
Corona, CA 92882*

## **Parks and Recreation Commission Minutes - Draft**

**Tuesday, November 14, 2023**

**Council Chambers - 6:00 P.M.**



**Tom Munoz, Chair**  
**Matthew Olsen, Vice Chair**  
**Amie Kinne, Commissioner**  
**Michele Wentworth, Commissioner**  
**Stacie Bass, Commissioner**

\*\*Revised agenda on November 13, 2023 at 4:33 p.m.

## ROLL CALL

**Present** 5 - Chair Tom Munoz, Vice Chair Matthew Olsen, Commissioner Amie Kinne, Commissioner Michele Wentworth, and Commissioner Stacie Bass

## CALL TO ORDER

Chair Munoz called the meeting to order at 6:01 p.m.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Munoz.

## MEETING MINUTES

### 1. APPROVAL OF THE PARKS AND RECREATION MEETING MINUTES OF SEPTEMBER 12, 2023

**A motion was made by Commissioner Kinne, seconded by Commissioner Wentworth, that these Minutes be approved. The motion carried by the following vote:**

**Aye:** 4 - Chair Munoz, Commissioner Kinne, Commissioner Wentworth, and Commissioner Bass

**Abstain:** 1 - Vice Chair Olsen

### 2. APPROVAL OF THE PARKS AND RECREATION MEETING MINUTES OF OCTOBER 10, 2023

**A motion was made by Commissioner Wentworth, seconded by Vice Chair Olsen, that these Minutes be approved. The motion carried by the following vote:**

**Aye:** 5 - Chair Munoz, Vice Chair Olsen, Commissioner Kinne, Commissioner Wentworth, and Commissioner Bass

## CONSENT CALENDAR

### 3. DEVELOPER IMPACT FEE FUND BALANCE/BOND REPAYMENT FOR SEPTEMBER 2023

**A motion was made by Commissioner Kinne, seconded by Commissioner Wentworth, that this Report be received and filed. The motion carried by the following vote:**

**Aye:** 5 - Chair Munoz, Vice Chair Olsen, Commissioner Kinne, Commissioner Wentworth, and Commissioner Bass

## COMMUNICATIONS FROM THE PUBLIC

Dwight Woodward, resident, addressed the Commission regarding his concerns with the Trails Master Plan.

## YOUTH UPDATE

Chelsea Panlaqui from the Mayor's Youth Council provided an update for the Commission. The Mayor's Youth Council held their meeting earlier in the day and took a tour of the Traffic Management Center in the Public Works Department. Miss Panlaqui also shared that the Mayor's Youth Council is preparing their booth for the upcoming Kids and Cops Event on December 16, 2023 at the City Hall South Lawn. Their next meeting is scheduled for Tuesday, December 14, 2023.

The Commissioners thanked Miss Panlaqui for the update. They posed their questions and comments.

Miss Panlaqui provided clarification.

## DISCUSSION ITEMS

### 4. COMMUNITY SERVICES REPORT

Donna Finch, Community Services Interim Director, introduced the Community Services Report. Ms. Finch introduced Jason Lass, Recreation Manager, who gave an update of the Recreation Division. Mr. Lass listed some upcoming events:

- 11/5 - Senior Thanksgiving Luncheon at the CCC
- 11/17 - Family Game Night at the CCC
- 11/18 - AED SaveStation Opening at Border park
- 11/23-11/24 - Thanksgiving Break (City Facilities Closed)
- 11/25 - Guided Hike: Bird Walk
- 12/3 - Holiday Lighting Celebration
- 12/9 - Toys and Tacos
- 12/13 - Senior Christmas Luncheon at the CCC
- 12/13 - Gingerbread House Competition at the CCC

Mr. Lass also gave an update on the Kids Club Adventure Camp. Camp will be available November 20th - 22nd from 7:00 a.m. - 6:00 p.m and will be held at the Vicentia Activity Center.

Phase I of the Performing Arts Feasibility Study will be going to the City Council on November 15, 2023. The goal is to determine whether developing an additional performing arts venue within the City and/or renovating the HCC Theatre to become the City's premier performing arts theater is feasible.

Mr. Lass Introduced Moses Cortez, Facilities, Parks and Trails Manager, who gave an update on the facilities, parks and trails division.

Mr. Cortez gave an update on the last 2023 Corona Beautiful Community Cleanup which was held on Saturday, November 4, 2023. 32 volunteers came together to plant 40 trees along Main Street and East Foothill Parkway. The next season of Corona Beautiful Community Cleanups is kicking off January 2024 at Promenade Park.

Field renovations for baseball and soccer fields at Santana, Mountain Gate, El Cerrito, Eagle Glen, Butterfield, and Promenade Parks will be ending end of November through end of January. Renovations are to include: slit seeding, fertilizing, heavy sanding and seeding with Rye seed and top dressing.

Mr. Cortez also gave an update on the Holiday tree. The tree will be arriving at the HCC on Wednesday, November 22, 2023. It is a 50-55 foot tree from Fresno, California. After the holidays, the tree will be planted at a local City park.

The Community Services Department will be presenting to the City Council regarding the City Park Design Services at the November 15, 2023 meeting. 11 proposals were received and evaluated. Rios, Inc. was selected as the highest scoring firm. Next steps include:

Research and Site Visit: Jan-Mar 2024  
Refine Layout: Apr-Jun 2024  
Final Design and Construction Docs: Jul-Nov 2024  
Construction Bidding: Dec 2024

Ms. Finch concluded the Community Services Report with an update on upcoming agenda items. The Parks and Recreation Master Plan will be presented to the Commission December 2024 and the City Council in January and February 2024. The Trails Master Plan will be presented to the Commission at a special meeting on November 29, 2023, back to Commission in Jan/Feb 2024 and finally to the City Council Feb/Mar 2024.

The Commissioners had questions and comments.

Mr. Lass, Mr. Cortez and Ms. Finch provided clarification.

## **5. PARKS AND RECREATION MASTER PLAN DRAFT**

Ms. Finch introduced Genevieve Sharrow, consultant from MIG, presented the Parks and Recreation Master Plan Draft. Topics of the presentation included: Financial Sustainability, August 2022 Meeting with 110%, October 2022 Meeting with 110%, Developing the Strategy, Service Categories, Service Category Continuum, Common Good Services, Cost Recovery Analysis, Cost Recovery Goals: Key Factors, Recommendation Actions, Goals and Initiatives, Our Vision, Standards for Excellence, Goals and Objectives, Recommendations, System Wide Initiatives, Expand the Park

Network, Upgrade Existing Parks to Expand Recreation Variety, Enhance the Park User Experience, Embrace Opportunities for All, Improve Recreation Programs, Maintain and Manage Assets, Sustain Parks and Recreation Services, Implementation and Accountability, Site-Specific Recommendations, Prioritization Criteria, Criteria in Prioritization Projects, Prioritization of Projects, Setting Expectations and Prioritization Process.

The Commissioners had questions on various sections of the plan.

Ms. Sharrow and Ms. Finch provided clarification.

## **COMMISSION MEMBER'S REPORTS AND COMMENTS**

Commissioner Bass had no comments.

Commissioner Wentworth thanked the staff for the Skyline Trail Cleanup Event. She appreciates the hard work and continued maintenance being done.

Vice Chair Olsen agreed with Commissioner Wentworth, he appreciates bringing the community together at the cleanup events.

Chair Munoz enjoyed the Volunteer Recognition Event. He shared that he had a 2-hour AED training at Border Park with the Fire Department.

Commissioner Kinne left the meeting at 8:20 p.m.

## **ADJOURNMENT**

Chair Munoz adjourned the meeting at 8:25 p.m.

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If you challenge any items on the agendas in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Parks and Recreation Commission at or prior to this public hearing.

Agendas for all Parks and Recreation Commission meetings are posted at least 72 hours prior to the meeting in the breezeway display case at City Hall. A complete agenda packet is available for public inspection during business hours at the Library and Recreation Services Department. Any materials relating to an item on the agenda which are distributed to all, or majority of all, members of the Parks and Recreation Commission after the posting of the agenda will also be available at the same time for public inspection during business hours at the Library and Recreation Services Department.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the ADA Coordinator at (951) 736-2235. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADA Title II].

**MEETING IS BEING RECORDED**