



# City of Corona

400 S. Vicentia Ave.  
Corona, CA 92882

## Minutes - Draft

### Parks and Recreation Commission

*Joe Almasy, Chair*  
*Chris Miller, Vice Chair*  
*Elizabeth McCreary, Commissioner*  
*Michele Wentworth, Commissioner*  
*James Woods, Commissioner*

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Wednesday, August 14, 2019

6:00 PM

Council Chambers

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#### 1. CALL TO ORDER

The meeting was called to order at 6 p.m.

#### 2. PLEDGE OF ALLEGIANCE

Sebastian Caballero led the pledge of allegiance.

#### 3. ROLL CALL

Commissioners present: Almasy, McCreary, Miller, and Woods  
Commissioner absent: Wentworth

#### 4. MEETING MINUTES

A motion was made by McCreary and seconded by Miller to approve the meeting minutes from June 12, 2019  
Ayes: Almasy, McCreary, and Woods  
Noes: None  
Abstain: Miller

**accepted**

[19-0718](#)

Approval of the meeting minutes from June 12, 2019.

**Attachments:** [Parks and Recreation Commission meeting minutes 6.12.19](#)

#### 5. ORAL COMMUNICATIONS FROM THE PUBLIC

Mr. Payne addressed the Commission regarding a Kellogg Park clean up on September 21st at 9 a.m.

Mr. Morgan addressed the Commission encouraging residents to use the "See Click Fix" application to report issues in the parks, the Griffin Park update, and the Recreation Software Vendor update.

#### 6. YOUTH UPDATE

Teen Advisory Council (TAC) update:

Vice President Sebastian Caballero reported TAC will be holding elections for Vice President and Secretary positions on August 26th. He also reported the Murder Mystery event held on July 17th was successful with 20 teens in attendance. Secretary Rylee Townsend reported that TAC will be participating in the Ban Book week and working on creating an Escape Room event. The date is still to be determined and the event will be held in the Community Room at the Library.

## **7. ADMINISTRATIVE REPORTS**

### **A. Park Updates**

Mr. Moody provided the Park updates. He reviewed all the work that was completed by staff for the Independence Day Celebration from the parade to the festival. Upcoming turf removal projects are scheduled in Zone 10, 7, 14, and CDF 2001-1. Commissioner McCreary asked if the turf removal was to conserve water. Mr. Moody stated yes, it was to reduce costs and conserve water.

Mr. Moody reported that the City received a grant to remove dead and diseased trees and will remove 2,000 inches of trees in the fall. Mr. Moody reviewed the field renovation schedule that was completed in July for Santana Park soccer field and ballfields, Eagle Glen soccer and baseball fields, Butterfield baseball fields, El Cerrito Park soccer fields and baseball fields, and Mountain Gate baseball fields. The baseball fields will be aerated, fertilized, and grading of arcs. Commission McCreary inquired if these renovations were recommended by the Youth Sports Leagues and if they requested additional field maintenance. Mr. Moody stated the renovations are standard improvements completed on an annual basis. For urban forestry, in July, 599 trees were trimmed and 639 inches of tree was removed. There were 127 services requests for graffiti removal.

Vice Chair Miller suggested installing "See Click Fix" signs in parks and asked for an inventory of sign install at parks throughout the City. TAC member Rylee Townsend asked for an update on Pickleball Courts. Mr. Montgomery-Scott said staff met with the Pickleball advocates and at this time, there is no funding in this fiscal year's budget to add pickleball lines to El Cerrito tennis courts.

Commissioner McCreary requested a report on the park cleaning schedule.

Tracy Martin provided an update on reopening Griffin Park. She reviewed the background on what led to the park closure and stated the park is slated to be re-opened in 2019. She reviewed the proposed improvements, which includes community input, to install ADA path of travel

and lighting, fitness equipment, and a small dog park. Commissioner McCreary asked if Developer Impact Fees (DIF) could be used to fund some of the improvements. Mr. Moody stated they could but it depends on what projects have been identified as a priority for using DIF funds. Commissioner McCreary requested that the Commission receive a presentation on how DIF funds can be used for park improvements. Ms. Martin stated the cost estimate for the project is \$743,050. Current funding for the project is \$481,596 of which \$296,596 is funded by the general fund and \$185,000 from Citywide ADA Improvement fund. There is a shortfall of \$261,454 to complete the project. The annual costs to maintain the park is \$43,584. The design will begin in Fall 2019 and construction to begin Summer 2020 with grand opening in July 2020. The Commission has no objections to the project.

Ms. Martin provided an overview of the 2019 CIP Projects. She reviewed improvements to the Magnolia and River Road median. She discussed two new inclusive playground will be installed at Lincoln Park and Santana Park and a new playground at Mountain Park all to be completed by end of Fiscal Year 19-20. The Parks Facility and Amenities inventory will begin in the Fall. An application for Prop 68 grant for City Park was submitted and includes a new aquatic center, adventure playground, multi-purpose sports fields, and enhanced parking. Lastly, Griffin Park is scheduled to reopen Summer 2020 and improvement include renovating the parking lot and driveway, install ADA compliant sidewalks/path of travel and lighting.

[19-0743](#) Griffin Park Update

**Attachments:** [Griffin Park-Update](#)

[19-0742](#) CIP Projects

**Attachments:** [2019 CIP Projects](#)

## **B. Library and Recreation Services Updates**

Ms. Schellberg reviewed events and programming conducted by the Library and Recreation Services Department over the summer. Special events included the Independence Day Celebration and Concerts on the Green series. The Department raised \$20,000 in sponsorship and the Friends of the Library donated \$22,000 for Summer at Your Library program.

Ms. Schellberg recapped the Summer at Your Library program. There were 9,425 participants with 2,289 readers. The Library served 4,872 lunches in partnership with Corona-Norco Unified School District. Mr. Lass reviewed stats for summer Recreation programming. Adaptive Recreation held 21 events with 725 participants, Adventure Camp had 1,350

participants, Contract Classes had 1,000 participants, and Facilities had 150 picnic shelter reservations. The Senior Center had 14 events with 1,540 participants, Youth Basketball had 190 participants, and Aquatics had 100 classes and 1,175 participants. Mr. Lass spoke about some of the challenges staff faced this year with recruiting Water Safety Instructors and Lifeguards. He noted that other cities faced similar challenges. Mr. Lass announced the Fall programs and events for the month of August and September. Mr. Lass also announced the Halloweekend event on October 11th and 12th at the Historic Civic Center and the Holiday Lighting Celebration on December 1st.

Commissioner McCreary mentioned she has spoken to a few local organization that may be willing to help provide pay incentives for recruiting Aquatic staff. She will have further discussions with Mr. Lass.

Mr. Lass provided a report on a new Recreation Software Vendor. The Department currently uses Active Network and staff have met many challenges with Active Network including lack of product support, unresolved pass through fees, confusing fee model, the system discourages online enrollment, and there are many systems errors. An RFP was issued and four companies submitted bids which include Active Network, CivicRec, US eDirect, and Vermont Systems. Of the four, Active Network and CivicRec were identified as good fits for Corona in term of functionality and price point. Staff analyzed both vendors and the recommendation is to separate from Active Network at the end of February 2020 and implement CivicRec on March 1, 2020. A one-time appropriation of \$23,000 will be needed to purchase the software. The Commission is supportive of contracting with a new vendor.

[19-0720](#) Halloweekend and Holiday Lighting Celebration

**Attachments:** [LaRS Fall Winter Events 2019](#)

[19-0734](#) Recreation Software Vendor Update

**Attachments:** [Recreation Software Vendor Update](#)

[19-0719](#) Recreation Services Monthly Participation Report

**Attachments:** [Recreation Services- June 2019 Participation Report](#)  
[Recreation Services-July 2019 Participation Report](#)

## **8. STUDY SESSION AUG 29TH at 6:30 P.M. IN COUNCIL CHAMBERS**

The Commission confirmed the study session will be held on August 29th at 6:30 p.m.

## 9. COMMISSION MEMBER'S REPORTS AND COMMENTS

Commissioner Woods commended staff on the summer events and the Lincoln Park survey.

Commissioner McCreary also commended staff on the summer events. She attended the opening of the Maker Space at the Library and the Summer At Your Library party. She attended and enjoyed the Summer Concerts. She thanked Mr. Payne for announcing the park clean up at Kellogg Park.

Vice Chair Miller was pleased with the summer events and acknowledged staff for their work. He also encouraged the community to use "See Click Fix" application to report issues at the parks and to participate in "Scoop the Poop" campaign.

Chair Almasy was pleased with the Independence Day Celebration. He also enjoyed the Summer Concerts and that the band selection was great. He thanked all the staff and the TAC for their reports.

## 10. ANNOUNCEMENTS

1. Senior Center Luau will be held at the Senior Center on August 16th, 1 p.m.- 3p.m.
2. Adaptive Recreation's Cowboy Bash will be held at the Circle City Center, 10:30 a.m. to 1p.m.
3. Star War's Day and NEA Big Ready Kick Off at the Circle City Center 10a.m. to 1 p.m.

## 11. ADJOURNMENT

The meeting was adjourned at 7:41 p.m.

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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.

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#### MEETING IS BEING RECORDED

Rollcall

Rollcall