



# City of Corona

400 S. Vicentia Ave.  
Corona, CA 92882

## Minutes - Final

### Parks and Recreation Commission

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Wednesday, April 11, 2018

6:00 PM

Council Chambers

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#### 1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

#### 2. PLEDGE OF ALLEGIANCE

Mr. Steiner led the pledge of allegiance.

#### 3. ROLL CALL

Commissioners present: Tressen, Almasy, Wentworth, and Miller  
Commissioner absent: Shapiro

#### 4. ORAL COMMUNICATIONS FROM THE PUBLIC

Joe Morgan addressed the Commission regarding the Park Maintenance and Library and Recreation Services' budgets.

Miguel Cortez addressed the Commission regarding improvements to the existing skate parks and is supportive to build a new stake park in the City.

#### 5. MEETING MINUTES

accepted

Approval of the meeting minutes from February 14, 2018.

The February 14, 2018 minutes were tabled to next meeting due to lack of a quorum.

Approval of the meeting minutes from March 14, 2018.

A motion was made by Commissioner Tressen and seconded by Commissioner Miller to approve the minutes from March 14, 2018.

Ayes: Tressen, Wentworth, Miller

Noes:

Abstain: Almasy

Minutes approved

#### 6. ADMINISTRATIVE REPORTS

**A. Park Updates****1. Maintenance Services Updates**

Mr. Moody reported on statistics for the month of March. There were 230 tree service request received with 580 inches of tree removal and 271 inches of root pruning. Staff responded to 126 reports of graffiti and received 17 See-Click-Fix incident reports and closed 18. Mr. Moody stated that the Arbor Day tree planting event held at Joy Park was a success.

On March 29, 2018, staff met with Corona American Little League regarding items at Mountain Gate Park. The snack bar door was replaced, lights on field two were fixed, homeless activity is being addressed with the HOPE team, and the turf issue was resolved. Staff is obtaining quotes for a shade structure over the bleachers but there is no funding for the project at this time. Commissioner Tressen expressed appreciation for staff meeting with the league. Commissioner Almasy inquired as to the type of shade structure for Mountain Gate Park and is concerned about vandalism. Mr. Moody stated the shade structure would be vinyl and vandalism will be addressed through manufacturer recommendations.

At the May Parks and Recreation Commission meeting there will be presentations on Smart Link cellular tower at Santana Park and an update on the Alcoa Dike project.

**2. Maintenance Services Budget Update**

Mr. Moody provided an overview of the proposed FY 18-19 budget for Park Maintenance. In the development of the proposed budget, staff placed a cost value for all task performed at the parks. The proposed budget for Park Maintenance is \$3,692,554 of which personnel comprises 29%, tree maintenance and planning 16%, landscape, mowing and irrigation 29%, janitorial services and supplies 4%, and miscellaneous park costs amount to 19%. In the proposed budget, there is a request for a service level change to fund contract-related cost increases. Commission Almasy inquired about how the new maintenance services contracts would be funded in the service level change was not approved and Mr. Moody stated that reductions would be made in other areas of the budget. Chair Wentworth inquired about proposed reductions and asked if there is a comprehensive plan that details needs/improvements at each park. Mr. Moody stated that the goal is to develop a list of priority improvements for each park.

**B. Library and Recreation Services Updates****1. YSAC Update**

Mr. Montgomery-Scott reported staff are in the process of conducting a survey with local cities to see how they manage their field allocations and will share the findings with the Commission. Regarding lighting fees, staff is working with some of the YSAC members to get them on a payment plan and are requiring a promissory note. Staff is also reviewing the process by which staff evaluates YSAC membership and currently working with a member of the YSAC whose had their non-profit status was suspended.

Chair Wentworth asked if the Commission will be presented with survey results and be informed of changes to the field allocation policy. Mr. Montgomery-Scott responded in the affirmative. Vice Chair Almasy asked how the City deals with a YSAC member groups that are behind in lighting fees. Mr. Montgomery-Scott stated they would be put on a payment plan through a promissory.

**2. Budget Update**

Mr. Montgomery-Scott reviewed proposed budget reductions for Library and Recreation Services and shared that the proposed 7% reductions total \$449,330. The Department's budget is funded by the general fund. Some of the changes include staffing adjustments, a reduction in events scope, increased event sponsorship, and a reduction in hours of operations at the Circle City Center, the Senior Center, and the Library. The Department is also working to increase revenues and closing the gap between expenditures and revenue. Service level changes that will bring in an additional \$150,000 in revenue include adding a passport office at the Circle City Center and adding a Kids Club after-school recreation site to Temescal Valley Elementary School.

Commissioner Tressen asked that the Parks and Recreation Commission be informed of any major changes to programs. Chair Wentworth asked about revenue that is generated by the Department and if it is put back into the Department's budget. Mr. Montgomery-Scott stated the revenue goes back into the City's general fund as we recover less than half of what the Department spends from the City's General Fund.

[18-1679](#)

Recreation Services Monthly Participation Report

**Attachments:** [Recreation Services Monthly Participation Report-March 2018](#)

## **7. TRAILS SUBCOMMITTEE UPDATE**

Chair Wentworth reported that the Trails Subcommittee is meeting on April 16, 2018 at 6:30 p.m. at the Circle City Center. Vice Chair Almasy will attend the meeting.

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

### **A. Commissioner Brian Tressen**

Commissioner Tressen thanked the Departments for their reports and thanked the public for their attendance at tonight's meeting.

### **B. Commissioner Chris Miller**

Commissioner Miller thanked the Directors for their reports and appreciates the transparency and creativity in addressing the budget reductions. He attended the Arbor Day event and was pleased with the turnout.

### **C. Commissioner Sol Shapiro**

### **D. Vice Chair Joe Almasy**

Vice Chair Almasy thanked the Directors for their reports and thanked Miguel Cortez for speaking about Corona's skate parks..

### **E. Chair Michele Wentworth**

Chair Wentworth announced a Trails Clean Up is scheduled for May 6, 2018 at 8 a.m. at Skyline Trail. The clean-up is hosted by the Corona Parks Foundation. She reported that the Corona Parks Foundation will be hosting a "Trails to Ales" fundraiser on June 2, 2018. She attended the Arbor Day event and was pleased with the event.

## 9. ANNOUNCEMENTS

Mr. Montgomery-Scott made the following announcements:

1. National Library Week " Libraries Lead" at Corona Library, April 8-14th.
2. April Pools Day, April 14th from 10am to 1pm at 1045 Auburndale St.
3. Senior Center's "Spring Fling", April 14th from 11am to 1pm.
4. City Park Courts Project ribbon cutting ceremony, May 5th followed by the Cinco de Mayo parade at 12 p.m.

He also announced that the Vasquez Family (Miguel's Restaurants) donated funds to repair the surface of the Citrus Splash Pad, thus it will be opened late May. The Ridgeline Park Splash Pad opens May 1, 2018. Lastly, the Library is being recognized as champion of children at The Day of the Child event on April 21, at City Park.

## 10. ADJOURNMENT

The meeting was adjourned at 7:35 p.m.

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### NOTICE TO THE PUBLIC:

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 Library and Recreation Services Department at or prior to this public hearing.

Agendas for all Park 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

Rollcall