

**CITY OF REDLANDS
PARKS AND RECREATION ADVISORY COMMISSION
January 8, 2015
MINUTES**

Call to Order at 4:07 pm - Attendance

Present: Roy Cencirulo, Chair
Don Gifford
Kimberly Collins, Ph.D
Tina Sray Price
Daniel Tang

Absent: Glen Brooks
Cathyleen Nece
Patrick Hafley
Joe Gonzales

QOL Staff: Rick Cross
Jocelynn Santa Cruz

2. Public Comments: -

A. *Ford Dog Park Shade Structure* - Elizabeth Kulbin, founder of the Ford Dog Park, thanked the commission for: asphalt parking, maintenance of turf, and maintenance/improvements of the Ford dog park (e.g. benches and tables). She proposed constructing a shade structure at the dog park with funding by Nutro grant funds and the April R.U.F.F. Ride fundraising event. Elizabeth was also willing to spend a portion of a \$24,000 budget. There was a possibility that the project could be combined with the Helping Hands Project to lower labor costs. The shade structure would best be placed on the side of the dog park away from the parking lot. She requested guidance and ideas on how to quickly/efficiently execute the project

3. Approval of Minutes – No previous minutes

4. Correspondence and communications -

A. No council members
B. *Park Ranger Program Report*- Tom presented the park ranger report. The Park rangers volunteered over 11,000 hours worth an estimated \$220,000. Increased transient activity is noted at Jennie Davis and Sylvan Park. The San Timoteo Nature Preserve appears to be in good condition and Tom reported successful supervision of the Veterans Day Parade and the Night Light Run. New volunteers will also join the park rangers as a training academy will begin in February 2015; the training will consist of 8 weekly 4 hour courses.

- C. *QOL Staff Report* - Rick reported that park restrooms were finished before Christmas. Trash enclosures and tree trimming at Prospect have also been finished, with downtown "planter's" fencing expected to be done by March 2015.
- D. *QOL staff report on current and future recreation activities*- A tri-fit basketball program is expected to start soon, along with a February valentines dinner dance and a safe driving class. Dave Jaffe emailed introductory fliers from Parks and Recreation to which Roy expressed his appreciation.
- E. *Student Liaison Report*: Daniel has been assigned with contacting the athletic director for updates on district-wide school updates. He reported a county championship victory for Mock Trial. Regarding sports, Redlands Girls Tennis and Boys Water Polo have also successfully made it to CIF Prelims. Speech and Debate has also been competing successfully with a future tournament at Claremont high school.

5. Action Items

- A. *Discussion and possible action of P&R commission goals* - Roy Cencirulo moved to submit the "Draft Goals: Fiscal Year 2015-2016" to the council for approval. Kim seconded; all in favor.

6. Possible Agenda Items for Next Meeting –

- A. A request for a presentation for the dog park shade structure has been made.
- B. Janet Miller has been requested to come and see if she can shed some light on the Community Development Block Grant (CDBG) funds and what opportunities there are for funding.
- C. A breakdown of the allocation of funding from the Palmetto Grove Sales fund has been requested by Roy.
- D. Don requests for items to have closure as his term expires. Don also asks that Fred Cardenas come and express his vision on the role of Parks and Recreation.
- E. An update on the AYSO agreement has been requested regarding what had been accomplished.
- F. A status update on a skate park had been requested. Don was aware the site had been located and the environmental reports were concluded, but he hopes for a design and wonders if the city can keep moving forward. He expresses his concern regarding the importance of a design in continuing work.
- G. The status of the county public health snack permits had been requested, along with a projected cost for the exhaust over the new grills and grease fryer for RBY. Rick is expected to follow up with the status of RBY next meeting.

7. Adjournment to Next meeting: March 12, 2015, 4:00 pm, Council Chambers

**CITY OF REDLANDS
PARKS AND RECREATION ADVISORY COMMISSION
March 12, 2015
MINUTES**

Call to Order at 4:03 pm - Attendance

Present: Don Gifford
Tina Price
Cathlyeen Nece
Daniel Tang
Patrick Hafley
Kimberly Collins

Absent: Roy Cencirulo

QOL Staff: Rick Cross
Jocelynn Santa Cruz

2. Public Comments: - No public comments

3. Approval of Minutes – Kimberly Collins motioned to approve the minutes from January 8, 2015. The motion was seconded by P. Hafley; all in favor.

4. Correspondence and communications -

- A. *Council liaison report* - Mayor Pro Tem, John Harrison, reports the completion of the community field and the nearing completion of the orange blossom trail from Grove Street to Wabash. When completed, the orange blossom trail will include both pedestrian and bike trails. The Coastal Conservancy will also enhance trails and work on habitat improvement for a half mile strip on both sides of the Santa Ana River Trail. When asked about the completion of the alley park, the Mayor Pro Tem responded saying it was being expedited. The park is expected to be completed in four months. A one acre plot of land on Lincoln will also turn into a park.
- B. *Park Ranger Program Report*- Harry Stenzhorn presented the park ranger report. The Park rangers volunteered 1,706 hours so far this year, estimated to be worth more than \$35,830. In 2014, the park rangers volunteered 11,500 hours, worth \$241,000. Seven new park rangers graduated from training which included 32 hours of ground work. Having a total of 47 rangers, the number of park rangers is increasing. Generally, one academy is held per year.
- C. *QOL Staff Report* - Rick reported \$150,000 being spent on fences and benches. New park ‘events’ are being added to parks such as Brookside. There will be new recycling slots added to trash cans that will sit up off the ground and allow for less cleaning maintenance. The recycling trashcan poles are expected to be added within two months. In Texonia Park, a bathroom was vandalized where alum brackets were stolen. All the parking lots have been repaved, and both Brookside

and Crafton parks now include additional lighting. Tina Price provided a handout of the Friends of Prospect Park Projects Committee Report.

- D. *QOL staff report on current and future recreation activities*- Dave Jaffe brought back a youth volunteer program for teens 13-17 years old. The program works with the police department, and the youth will receive recreation bucks that can be redeemed for prizes. Student resource coordinators will primarily try to steer troubled youth into volunteering. Additionally, there will be a showing of guardians of the galaxy Friday night. Both the March 9th weekly newsletter and yoga in the park fliers were covered. New things such as a demo photography class, yoga in the park activity, and St. Patrick's day event are to occur in the future.
- E. *Student Liaison Report*: Daniel Tang reported Redlands High School boys' basketball team's advancement to the second round of CIF. Speech and Debate will attend state for both Redlands and Redlands East Valley High Schools. Academic Decathlon will also participate in the State championship for RHS. REV's boys' soccer and RHS's girls' soccer were both CBL champions. REV became CBL champions for girls' water polo, and REV's girls' basketball team also made CIF playoffs.

5. Action Items

- A. *Discussion and possible recommendation of submitted P&R Commission Goals* -. Commission will present the goals to City Council.
- B. *Discussion and possible recommendation regarding CDBG grant fund opportunities* – Staff will follow up with Janet Miller to see if she can make the next meeting to go over criteria for upcoming grant opportunities under CDBG. Janet Miller might either attend the May or July meeting.
- C. *Discussion and possible recommendation regarding a list of Palmetto sale funds*- Rick gave a breakdown of the use of Palmetto Sale funds by percentage.
- D. *Discussion and possible recommendation regarding the AYSO agreement and update*- Rick reports that the city is in the middle of an agreement with AYSO. Don Gifford said that there were items that were supposed to be done in lieu of payments. RBY, AYSO, and Los Gauchos will provide receipts for accountability of their costs.
- E. *Discussion and possible recommendation regarding the skate park* - The approved site for the skate park has been decided to be at Sylvan Park where the swimming pool used to be. The park is estimated at \$500,000. The design is not yet completed, and perhaps \$200,000 may come from the Palmetto Grove Fund. A \$50,000 donation was designated toward the skate park project; the city will need to match funds of \$150,000. The problem lies in the fact that designs are not yet completed, and funds cannot be raised without a design for the park. Design requires council approval and some political pressure.

6. Possible Agenda Items for Next Meeting

Commission Goals for 2015-2016

7. Adjournment to Next meeting: May 14, 2015, 4:00 pm, Council Chambers

**CITY OF REDLANDS
PARKS AND RECREATION ADVISORY COMMISSION
May 14, 2015**

MINUTES

Call to Order at 4:02 pm - Attendance

Present: Roy Cencirulo
Don Gifford
Tina Price
Daniel Tang
Kimberly Collins
Patrick Hafley
Cathyleen Nece

Absent: Ryan Johnson

QOL Staff: Rick Cross
Jocelynn Santa Cruz

2. Public Comments:

Tina Price noted the construction of the Santa Ana River Trail & development of Centennial Park. The county is taking the lead on developing 7.5 miles of trail. The next step would be to identify stakeholders to help. MPT have become very active in this project, and the public will be approached August 15.

3. Approval of Minutes:

Tina Price makes the correction that Kimberly Collins, not Tina, motioned to approve the minutes from March 12, 2015.

4. Correspondence and communications:

- A. *Council liaison report:* No report was made due to the absence of MPT Harrison.
- B. *Park Ranger Program Report:* Harry Stenzhorn reported that through April 2015, 3900+ hours of time have been volunteered this year, valued at over \$83,340. The large degree of transient activity, especially in Jennie Davis and Sylvan Park, is reported to be caused by the generosity of Redlands' citizens. In order to combat the transient activity, flyers are being distributed with the title of "Positive Change NOT Spare Change." As asked by Ryan, Stenzhorn confirmed that there are booklets that give information on where homeless can go for assistance. Stenzhorn states that these booklets are still being handed out.
- C. *QOL Staff Report:* Rick reported that several locks and mechanisms have had to be replaced as a result of transient activity at parks where bathrooms have been upgraded. \$150,000 approved in 2014 has gone towards park maintenance (excluding playgrounds). Backboards have been done at Community and Crafton Parks, with work also being done at Hillside Memorial Park. \$5000 has been used for

benches and tables at Ford Park, with 2 park scooters being bought for downtown Redlands. Rick noted that between the two recreation centers, there are 3 full-timers and 13 part-timers.

- D. *QOL staff report on current and future recreation activities:* Many activities are coming up as seen in the Recreation Weekly Reports. There is a Scottish Country Dance, Movie in the Park, Pet adoption event, Country Dinner & Dance, Saw Dust Festival Trip, and Senior Beanbag Tournament.
- E. *Student Liaison Report:* Daniel Tang reported the passing of Prom, and the near completion of AP testing. The Redlands High School Mock Trial team won the state tournament for the first time in 20 years. Also, the implementation of common core has resulted in several complaints. The boys' tennis team at Redlands High School won the CIF-SS championship for Division 4. He notes the importance of Sylvan Park in school events such as pre-football game pump-ups.

5. Action Items

- A. *P&R Commission goals to be presented to Council 6/2/15* - The P&R commission thanks Kimberly and Tina for preparing the goals discussed. The goals are to be gone through with the commissioners before it goes to council next Tuesday on June 2nd.
- B. *Discussion and possible action regarding CDBG grant fund opportunities* - Janet Miller, from Development Services, administers the CDBG grant program and was present to go over the program overview. The national objective of the CDBG grant funds is to benefit low and moderate income persons. Only two major projects are possible each year due to limited funding.
- C. *Discussion regarding park agreements RBY/AYSO/Los Guachos* - Rick addressed the accountability for the recreation agreements and them keeping true of the expenditures in lieu of payment. Don Gifford wanted to make sure that someone was keeping track of expenditures.
- D. *Discussion and possible action regarding the skate park* -The skate park site has been approved, and the drawing has been completed but can be modified. The next step is fundraising. Don Gifford will work on the advisory committee to obtain monetary donations. Both the Brubaker trust and Gardner donation and pledges are in the works.

6. Possible Agenda Items for Next Meeting:

- CDBG project ideas can be added to the agenda for July.
- QOL staff update will present quarterly receipts and expenditures in lieu of payment for the next meeting.

7. Adjournment to Next meeting: July 9, 2015, 4:00 pm, Council Chambers

Congratulations have been extended to Tina, Roy, and Don for reappointment. Tina thanked Ray for doing a great job as Chairman, and motioned to re-nominate him as Chairman. Kimberly seconded with all in favor. Meeting adjourned 5:20 pm.

PARKS AND RECREATION ADVISORY COMMISSION AGENDA

PARKS AND RECREATION ADVISORY COMMISSION NOTICE OF MEETING CANCELLATION

The following information comprises the agenda of the regular meeting of the Parks and Recreation Commission to be held at 4:00 p.m. on Thursday, July 9, 2015, in the City Council Chambers, 35 Cajon Street, Redlands, California.

The regular meeting scheduled for Thursday, July 9, 2015 has been cancelled.

A special meeting is scheduled for Thursday, July, 16, 2015, 4:00 p.m. in the Municipal Utilities and Engineering Department Conference Room – 35 Cajon Street, Suite 15-A.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact Timothy Sullivan of Quality of Life Department at (909) 798-7655. 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)

NOTE: Any writings or documents distributed to a majority of the Street Tree Committee regarding an open session agenda item, less than 24 hours before this meeting, are available for public inspection at the Quality of Life Office, 35 Cajon Street, Suite 222.



CITY OF REDLANDS
PARKS AND RECREATION ADVISORY COMMISSION
July 16, 2015
SPECIAL MEETING MINUTES

1. Call to Order at 4:11 pm - Attendance

Present: Roy Cencirulo, Chair
Patrick Hafley
Don Gifford
Cathyleen Nece
Daniel Tang

Absent: Ryan Johnson
Tina Sray Price
Kimberly Collins, Ph.D.

QOL Staff: Rick Cross
Dave Jaffe
Jocelynn Santa Cruz

2. Public Comments:

A. *Steering Commission* - Troy Clark is updating the general plan - the current one is from 1995. There will be a General Plan Steering Committee consisting of 8-10 meetings over the course of a year and a half. With a total of 19 member positions, no one has applied yet. The application is due 7/24/15. The commission will start August 19, 2015 from 6-8 p.m. at the Smiley library, followed by two public workshops scheduled for 8/27/15 6-8 p.m. and 8/29/15 10-12.

3. Approval of Minutes:

Patrick Hafley motioned to update the minutes, his name is mentioned as being in attendance at the last meeting but he was not. Change Ray to Roy on the last page, and note that Tina, Vice Chair, accepted herself. Cathyleen Nece seconds; all in favor.

4. Correspondence and communications:

A. No council members

B. *Park Ranger Program Report*- The park ranger was unable to attend

C. *QOL Staff Report* - Tabitha notes that the new alley in downtown Redlands had been re-zoned in October 2014 as a park -- utilizing unused space for public use. The park will be opened 7/24/2015, having park hours being 5am-9pm. Artwork might be introduced into the alleyway, with a comic book event planned for October of 2015. Don Gifford asked who proposed the Alley Project and why the project did not go through the Parks and Recreation Commission; Tabitha responded saying she will find out why.

D. *QOL staff report on current and future recreation activities*- Chris Boatman presented a precursor to the recreation hours, noting that part timers had limited

hours. Don Gifford moves to support the Recreation hour changes. Patrick Hafley seconds; all in favor. The senior center has mostly a.m. activities, so closing down a center would just relocate the location of activities. Roy asked why the city isn't going to hire more workers, but the effects of the 2008 budget cuts still reverberate as jobs have yet to return to the Parks and Recreation division. It is mentioned that students from the University of Redlands do work, but they have unsteady hours due to their studies. The midyear budget review will be visited by staff and presented by the council. Patrick Hafley moves to propose an increase of staff at the recreation center at the next opportune time. Cathlyeen Nece seconds; all in favor. To date, 2200 youth (children 17 and under) have been served free lunch Monday through Friday at no cost to the city -- through a program that began two weeks ago.

- E. *Student Liason Report*: Daniel reports that Summer School will end 7/22/15. Summer practice for fall sports have began, and the summer swim program is running well. He also reports of a new principal at RHS and CVHS next year.

5. Action Items

- A. *Shade structures at city parks* - Patrick moves to rank the parks by shade structure priority. Cathlyeen seconds; all in favor.
- B. *CDBG project ideas* - Table to September 2015 meeting
- C. *Provide quarterly receipts (labor/volunteer time)* - AYSO/Rick brought receipts; Don was okay and asked for updates and bimonthly meetings to be added as a report item.

6. Possible Agenda Items for Next Meeting –

- A. Requests have been made for an update under reports on new park development, and also a report on why the commission was not notified about the Orange St. Alley.

7. Adjournment to Next meeting: September 10, 2015, 4:00 pm, Council Chambers

CITY OF REDLANDS
PARKS AND RECREATION ADVISORY COMMISSION
September 10, 2015
MINUTES

1. Call to Order at 4:01 pm - Attendance

Present: Roy Cencirulo, Chair
Patrick Hafley
Ryan Johnson
Don Gifford
Daniel Tang

Absent: Cathyleen Nece
Tina Sray Price
Kimberly Collins, Ph.D.

QOL Staff: Rick Cross
Jocelynn Santa Cruz
Kelsey Gormley

2. Public Comments: - None

3. Approval of Minutes – Daniel Tang motions to approve the minutes of the July 16, 2015 Special Meeting. The motion is seconded by Ryan Johnson, and all are in favor.

4. Action Items

- A. *Discussion and recommendation of possible CDBG project ideas -*
Roy reads over Tina's email, which contains a list of ideas for the possible use of CDBG funds. Patrick Hafley motions to ask Janet Miller about CDBG funding and to submit Tina's suggestions to council. The motion is seconded by Ryan Johnson, and the vote is in favor of the motion.
- B. *Presentation of proposed CFD funded park - Trojan Groves, Newland Homes Tract 18988, adjacent to Israel Beal Park -*
Community Facility District funds (CFD) are to be used for maintaining the new park, which will be adjacent to the Israel Beal Park. The introduction speaker, Kristin Tesoe, with Thatcher Engineering, asks that Development Impact Fees be waived. Explains how there are six acres of open space and three acres of natural space within the park. Additionally, the developers are proposing the addition of 2 acres of open space. Kristin expects to remove the existing chain link fence and shrubs in order to allow for the continuation of a road heading south from the original Israel Beal Park. Six fitness stations will be added by the Santa Ana river trail, and there will also be a water quality basin. Because development occurs in an infill site, the city mandates that the housing developers dedicate 25% of the land to open space. Although open space is required for the 82 building permits, the developers offer to turn the open space into a park (which will be added to the existing Israel Beal Park). A quarter mile loop is to exist within the park, and the drought resistant plants within the park will be watered with reclaimed water per request of the planning commission. Also, property owners in the region will pay an additional property tax for the maintenance of the new park. The impact fee of

developing these 82 houses is calculated to be \$336,950, which the developers ask to be waived. Ian Harvey from the developers explains that the creation of the park is largely a gift from the housing developers, and was not necessary for the development of the 82 houses. Continuing on, he states that the construction of the park will likely start with the construction of the 10th or 12th park, and the park will not be completed until approximately the 40th house will be completed. The following recommendations were: Ryan Johnson motions to accept the proposed park design, Don Gifford seconds; all in favor. Don motions to extend Israel Beal Park and waive the Development Impact fees; Ryan Johnson seconds -- all in favor. Patrick Hafley motions to defer land development until the 40th certificate of occupancy is issued; Daniel Tang seconds -- all in favor. Chairman Roy Cencirulo recommends the developer return to review plans with proposed fitness stations and tot lot before final approval.

5. Reports

- A. *Council liaison report*- Roy asks for a bimonthly update on the skate parks.
- B. *Park ranger program report* - Mike Questlong will be taking Stenzhorn's position in January as the park ranger liaison. As of August 31, 2015, the park rangers contributed just shy of 7100 volunteer hours, which is valued at \$150,000. In January 2016, another academy will be starting and recruitment will begin. Requirements are 18 and over, background check; residency in the City of Redlands is not required to become a park ranger. Currently, there are 45 park rangers, with about the same number of people on the citizen's volunteer patrol.
- C. *QOL staff report on parks activities* - Rick explains how the donation of new TV's allows for the return of senior Wii bowling to the senior center. Furthermore, Needle pointers will occur in October.
- D. *QOL staff report on current and future recreation activities* - Rick had a safe driving class for seniors, where the senior center worked with AARP to provide sizable car insurance discounts to those who took the class. The class went so well that it will be held again in November. Also, ballroom dance lessons are open to students now. Later, Roy takes note of the scarcity of computers in computer rooms; Rick responds explaining that the server is being fixed and that computers will be added in the near future.
- E. *Student liaison report on school projects, programs, and upcoming events* - Daniel describes that RHS homecoming (with the theme Arabian Knights) will occur near the end of September, while REV and Citrus will have their homecoming in October. He explains that open house for all high schools is the day of the meeting. RHS football beat Santiago, while RHS water polo lost to Santiago by one point. Also, RHS Cross Country recently raced in the Riverside showcase.

6. **Possible Agenda Items for Next Meeting** – Don Gifford requests a bimonthly update on the skate parks.

7. **Adjournment to Next meeting: November 12, 2015, 4:00 pm, Council Chambers**

**CITY OF REDLANDS
PARKS AND RECREATION ADVISORY COMMISSION
November 12, 2015
MINUTES**

Call to Order at 4:00 pm - Attendance

Present: Roy Cencirulo, Chair
Kimberly Collins
Don Gifford
Patrick Hafley
Ryan Johnson
Tina Sray Price
Daniel Tang

Absent: Cathyleen Nece

QOL Staff: Zach LaBonte
Rick Cross
Jocelynn Santa Cruz

2. Public Comments: None

3. Approval of Minutes

Patrick Hafley motions to pass the minutes with the correction of "bimonthly" to "bi-monthly," and the change of, "park," to "house" on the second page; Don Gifford seconds; all in favor

4. Correspondence and communications

- A. *City Council liaison report* - None present
- B. *Park Ranger Program Report* - Mike Crest reports that both he and Harry are looking to change the leadership of the rangers. He also specifies that while the CVP targets its resources towards the roads, park rangers target their resources towards parks. In case anyone wishes to contact Mike, his email is: mkress@aol.com.
- C. *QOL Staff Report* - Zach Labonte reports on the progress of shade sails, which are to begin construction November 9-13 and finish early December. Tina asks what the rationale was in choosing sails over hard shade structures. She also questioned where the source of funding was derived from, along with the warranty, life span, color, and reason for – the shade sails.
- D. *QOL staff report on current and future recreation activities* - Rick reported a lunch and learn program which will host the American Lung Association and provide free lunches at the Joslyn center. The 21st turkey shoot, craft fair, CPR, karate, and yoga events will take place at the community center, while the senior wii bowling event will take place at Lugonia. Thanks are given to Dave for forwarding the Recreation newsletters to everyone. In the recreation department,

there are 3 full time workers, 11 part time workers, and 21 interns coming in between now and March 2016. Rick also reports that IT work is being performed on the new computers. Chris Boatman mentions the Gateway project, being a freeway beautification project from Eureka to 6th Street, beginning construction in conjunction with Caltrans in early 2016. Additionally, he comments that water restrictions have toughened from three days a week to two days a week, while damage to rod iron fencing and trees have necessitated replacements.

- E. *Student Liason Report:* Daniel made note of an ongoing canned food drive at his school, while seniors are prepping for graduation. Mock Trial competes at UCI, while boys' & girls' Cross Country and boys' Water Polo compete in CIF on Saturday. Football's first game match-up is on Saturday, and RHS is celebrating its 125 year anniversary with an art contest.

5. Action Items

A. Discussion and recommendation on commissioners developing a senior walking event utilizing the newly complete portion of the Orange blossom trail- the action item will continue on to the next meeting with an update from Dave Jaffe.

B. Discussion and update on skate park concept design - Chris provides alternate skate park designs through released visual concept plans, looking for input from both the public and the Parks and Recreation Commission.

C. Discussion and update on extension of Isreal Beal Park - The commission's previous recommendations were forwarded to council in a closed session, where the council was supportive but agreed on changing previous standard of the 40th certificate of occupancy to the 29th certificate of occupancy. The proposal has been returned to the planning commission.

6. Possible Agenda Items for Next Meeting

- A. Ryan, Tina, and Roy agree to form a subcommittee.
- B. Don requests a report on the future of the Orange Street Alley.
- C. An update to the skate park is to be expected.
- D. Tina will update the commission on its goals.

7. Adjournment to Next meeting: January 14, 2016, 4:00 pm, Council Chambers