

**CITY OF REDLANDS  
PARKS AND RECREATION ADVISORY COMMISSION  
January 14, 2016  
MINUTES**

**Call to Order at 4:00 pm - Attendance**

Present: Roy Cencirulo, Chair  
Kimberly Collins  
Don Gifford  
Patrick Hafley  
Ryan Johnson  
Tina Sray Price  
Cathyleen Nece  
Tyler Sepulveda

Absent: Jocelynn Santa Cruz

QOL Staff: Zach LaBonte  
Dave Jaffe

**2. Public Comments:** None

**3. Approval of Minutes**

Tina Sray Price motions to pass the minutes; Patrick Hafley seconds; all in favor

**4. Correspondence and communications**

- A. *City Council liaison report* - Plans for the skate park are going forward: \$20,000 have been raised, the contractor has been chosen, and the name is still in question. The city is also looking for funds to update the Orange Blossom trail.
- B. *Park Ranger Program Report* - There are concerns of vandalism, such as graffiti in the bathrooms, and of broken equipment at the parks. Construction is still progressing in the parks as well.
- C. *QOL Staff Report* - Zach Labonte reports that the shade sails are completed at Ford Park and the dog park. The installation of the sails at Heritage Park, Jeannie Davis Park, and Israel Beal Park are still in progress. These sails have a 10 year warranty and cost \$250,000 in total. No questions were asked.
- D. *QOL staff report on current and future recreation activities* - Dave Jaffe reported on future recreation activities. In association with the Solid Waste Division, a recreation catalog was published. It highlights events and activities at the Community Center, and was distributed throughout the Redlands Unified School District to all of the elementary schools and more than 500 community center senior patrons. The center is looking for chaperones for their events. Over 9,000 copies were distributed to the elementary schools, 9,000 families were reached, and the positive response to the catalog has resulted in many more phone calls to the community center. It was decided to distribute the catalogs through the

elementary schools because it was more effective than distributing through the Daily Facts and it was less expensive. Additionally, hours have increased at the Community Center, senior participation has increased, and more programs have been added. While there are less staff than before, many partnerships with agencies and organizations have helped to support the center. Dave also explained how the Community Center is working with the A.K. Smiley Public Library to update the computers at the center. One of the new programs in the process of being formed is a “Reading with a Cop” program that will let children read with Police Officers, and hopefully increase literacy on the north side of town.

- E. *Student Liaison Report*: Tyler made note of the school dance/gathering, Genesis that will be on February 19th. It involves Redlands, Redlands East Valley, Orangewood, and Citrus Valley high schools to come together for a night of fun. On January 30th and February 6th, Redlands High School, Redlands East Valley, and Citrus Valley High School will be competing in Academic Decathlon competition. Prom is also coming up for these high schools.
- F. *Orange Street Alley*: There are plans to open part of the Cope House into the alley. This will be done in March or April and the restaurant has rented a 7 x 43 foot plot. The restaurant will be open from 11 a.m. to 11 p.m. They are renting the plot for \$500 a month and funds for the rental go into the city's general fund. The Cope house is also in the process of getting an alcohol selling license and the park will only be utilized for seating outside. Improvements to the park come from impact fees and the park maintenance staff budget has been increased for downtown.

## 5. Action Items

A. *Discussion and Update on the parks and recreation goals* - The majority of the goals are going well, according to Tina. Some of these suggestions are to have different locations for meetings and Ryan agrees with this. Tim says that all meeting should be at the council chambers but a subcommittee could meet elsewhere; Tim to follow up to see if possible and give feedback before next meeting. Annual tour will probably occur between March and April for all of the parks. Orientation manual for the commissioners has also been recommended Jocelynn has the resources for this, Tim will follow up and Ryan and Kimberly say this is a good idea. Roy and Tina mentioned having commissioners pick their own parks to adopt and look after.

B. *Update and discussion regarding the proposed Sylvan Park skatepark* - The City Council approved the design plan for the park. Most of the funds will be for the permit, environmental impact report and soil testing.

C. *Update on Orange Blossom Trail* - Erik Reeves explained that the ROCC planted plants in November with the help of many volunteers. The staff set up food and water for all of the volunteers. The area worked on went from Grove to Wabash. QOL and MUED were also there that day to help out. There was minimal wash from the recent rain storms and one park ranger goes through the area every day. The City Council liaison says that the western portion is up to date and should not be too complicated to maintain. There is a dispute over the portion by Dearborn

and the city is responsible for more of the south and north parts. Action to create a Friends of Trails Program will be taken by City Council on the 19th of January.

**6. Possible Agenda Items for Next Meeting**

- A. Roy suggests an update on the Recreation Center's upgrades/ needs
- B. Concept plan for the Orange Blossom Trail
- C. Tim will give an update on the Parks and Recreation Advisory Commission's goals
- D. The council liaison will attempt to present the Committee on the Zanja Trail
- E. Website revision confirmation from Kimberly
- F. Don recommends to have meetings once a month
  - 1. Tina says that once a month meetings will be a greater workload for staff and recommends that they have special meetings on occasion.
- G. Update on the progress of Mock Trial and Academic Decathlon teams

**7. Adjournment to Next meeting: March 10, 2016, 4:00 pm, Council Chambers**

**CITY OF REDLANDS  
PARKS AND RECREATION ADVISORY COMMISSION  
March 10, 2016  
MINUTES**

**Call to Order at 4:00 pm - Attendance**

Present: Roy Cencirulo, Chair  
Kimberly Collins  
Don Gifford  
Patrick Hafley  
Ryan Johnson  
Tina Sray Price  
Tyler Sepulveda  
Cathyleen Nece

Absent: Patrick Hafley

QOL Staff: Zach LaBonte  
Dave Jaffe  
Jocelynn Santa Cruz  
Tim Sullivan

**2. Public Comments:** None

**3. Approval of Minutes**

Tina Sray Price requests to change where it says “assign new commissioners” to “have commissioners choose” under Action Items in the January 14, 2016 minutes. She also motioned to change the date in section 7 from “May 12, 2016” to “March 10, 2016.” Kimberly Collins motions; Ryan Johnson seconds.

**4. Correspondence and communications**

A. *City Council liaison report* - Plans for the skate park are still going forward; the first sketch has been shown to City Council, a concept has been shown for fundraising, and there will be a workshop for the skate park on March 29, 2016. The western portion of the Orange Blossom trail is still under construction, and there was a good cleanup on the trail. City Council is creating a budget for the Orange Blossom Trail and it will be finalized soon. Roy asks if the commissions are giving reports, and the goals will be presented in May. Tina asks for information on the photo contest from general planning. The contest is for everyone over and under eighteen, and pictures should tie into the two themes of the general plan: “distinctive communities” and “prosperous economy.” Entrees are due on June 1st, more information about the contest and its rules are on the city website.

B. *Park Ranger Program Report* - Park Ranger is absent, no report was given.

- C. *QOL Staff Report* - Zach Labonte reports that the shade sails have been completed at all parks except Sylvan and Texonia. The design at Sylvan took longer and is more elaborate than the others. Trash receptacles are being installed on the Orange Blossom Trail, and it is still being worked on. Helping Hands is also replacing wood benches at the parks with newer, sturdier ones. Roy asked about graffiti on the Orange Blossom trail, and it is largely not an issue. There is some by Lincoln, but that is the only area. It was also asked if the paint needs to be painted over or reported; people should report the graffiti since the city uses one paint. Orange crates to act as trash cans will also be added to the trail in the future. Don asks about getting matching paint to repair the freeway by University and Citrus, and Ryan says that the new paint would not match exactly because they make it differently. Don also states that Community Park is good, but the diamond mound could use more dirt. Crafton Park needs seating by the child play area, and the grass on the field is a bit overused. To prevent the grass from being overused, Don asks if the soccer teams that play at Crafton could use the sports park instead. Tim says that the agreement with the teams is coordinated to use the field on their game and practice days, and the city collaborates with teams to rent out the park when it is not in use and to let it rest. Tina states that the hole in the fence at Smiley Park was repaired, and that Prospect Park is also in good shape. Cathyleen says that Israel Beal Park is also doing well, but the grass is dry. Ryan notes that the transient camp at Sylvan Park was addressed three weeks ago, but there are other issues of the rules at the dog park. Small dogs are being attacked by big dogs at the dog park, so maybe the rules should be better outlined.
- D. *QOL staff report on current and future recreation activities* - Dave Jaffe reported that the senior excursions are very popular. They fill up quickly; walking tours of downtown Redlands and use of the Metrolink and subway when they go to Los Angeles. In the program, 20-30 seniors learn how to use the Metrolink, and about sights in the city. The Recreation Center is working with the Friends of the Smiley Library to provide books that people can check out for free. In association with the Smiley Library, the center has been able to have children read with police officers. There are crafts, games, and snacks for the kids in the program, and this helps promote literacy and increase the availability of books. A 5k senior run and walk will be offered in May on the Orange Blossom Trail. It is free for 200 seniors, and the police are coordinating with this run so seniors can cross worry free. Enough funds were received to cover free timing for 200 seniors, but it is possible that there could be more. The race finishes at Crafton where there will be vendors, a water station, and other goods. On Friday June 21st, there will be a screening of *Star Wars: The Force Awakens* at Ed Hales Park, with Jedi training before the film. Tina asks about the Prospect Park Summer Kick Off, which is the theater festival at Kimberly Crest on June 11th. There will be cooking demonstrations with fresh produce, and a shuttle service from downtown to the park will be offered. The program will work with vendors to highlight amenities and services of Redlands, and a meet and greet with contractors and organizations will be there.

- E. *Student Liaison Report* : Tyler made note of the Redlands High School Prom, which will be on April 16th. The theme is “Casino Royale” and it will be at the Riverside Municipal Hall. Don mentions that Yucaipa and Redlands track and field competed recently. Redlands High School boys won, girls are in the finals for relay, and baseball is in a tournament. Redlands East Valley tennis won Division Two, and soccer won CIF.

**5. Presentation**

A. *Zanja Linear Trail* – Shirley Leonard with the Redlands Conservancy gave a brief presentation about the Zanja Linear Trail. It will take 3 and ½ years to complete, and the work will be done with a grant from the National Parks. The trail has received funding and has its designer. This trail will go from 9th street and Redlands Boulevard to Wabash, and eventually go past Crafton Avenue. The portion that goes from 9th to Wabash is mostly public property, but a good portion of it crosses private property. The proposal stated that the trail will go along the Zanja between 9th and Church Street, and it finished through Sylvan. They will work with the University of Redlands to put the trail along Sylvan Boulevard. It goes South on Grove, and then connects to the Orange Blossom Trail. The next phase will go through the University of Redlands, and the paperwork for it will be worked on. It is designed to go across University, needs to go under the freeway and tracks. There will be a pocket park at Lincoln. It will have a permeable surface, and the pattern on the floor will resemble a track. This track will depict from Los Angeles to past Redlands, paying homage to train history. Funds for the construction permit will come from the county, and the park is planned to be done by the end of 2016. The pocket park is on city property. Tina asks how big the park is, it is 2-3 acres. She also asks if there will be restrooms there, and at the moment there are no plans to install restrooms. Restrooms can be installed, but the park does not need flush restrooms. There will be exercise nodes, interpretive signs for history, and plants that go along the trail. Funding for the park is private. Don asks if the trail goes by the skateboard park. The bike trail does go down by the park, along it, and back to the Zanja trail. However the paved portion does not go through Sylvan. The city has approved the plan, and the city portion of it will be done by 2019.

B. *Orange Blossom Trail* - The MUED staff was unavailable. The Orange Blossom Trail will be incorporated into the parks tour on March 26th. It will start at 9 AM, and everyone attending will meet at the Civic Center to take a shuttle for touring the parks.

**6. Action Items**

- A. Discussion and update on Recreation Center upgrades and facility needs - Tim reports that he will work with Dave to put the top five or so upgrades in the budget request. These then go through review and are subsequently counted. The proposals will be final and turned in by the 31st. Dave says that there is not a monetary figure at this time, and Tim reiterates that they are ranked by priority and need. Tina asks about this ranking, and Dave says they are ranked by staff

input. Kimberly asks if it could be more than, or possibly less than five requests. Roy says that a subcommittee will discuss why and how many they can get. He will be on a subcommittee along with Cathylen for this. The city council liaison says that each department makes a list and submits these proposals. Kimberly asks if there is equal allocation for the departments. Tim states that each department makes their pitch for their priorities, and the manager makes a decision with the department heads. Roy says that we should attempt to be more prioritized and have a look at things that support the community and seniors. Tina says it would be categorized by safety and aesthetics.

- B. Discussion and update on Skatepark - Ryan says that he, Tina, and Roy went to the meeting about the skatepark. Possible design concepts were shown, and both youth and adults were involved with the design by using clay and paper models. The plans want to move the park more southward, and the two bids range from \$450,000 to \$500,000. The next workshop for the skate park is in the City Council chambers on March 29th from 5-7. The Friends of Redlands Skatepark fundraiser is March 31<sup>st</sup> at 7:00 p.m. Roy asks about fencing for the park, and Tim says that the city is not thinking about putting any in. Tina is concerned with containment, and Kimberly says that input is not for the committee, but rather people at the workshop. Jocelynn says that it is a forum now, and will progress later on. Tim says that there is feedback on the website, and an official presentation will be done in May.
  - C. Discussion and update on Orange Street Alley vendor proposals - The city has done any formal writing about the proposals yet. They are dealing with the fire escapes at the moment. One proposed vendor will have a 300 square foot plot in the alley, and there is great interest in the property.
  - D. Discussion and update on Commission goals - Tina talked with Tim and Jocelynn about the goals. Most have been completed, and the schedule of outreach is still up. Tina says that they could have the outreach with at least one staff member. On the orientation manual, Ryan says that a short manual on what the commission does would be useful. Kimberly mentions that it should outline the parks and staff. Jocelynn says that the Healthy Redlands program is not set, but the commission will be informed.
  - E. Discussion of Parks website audit by Commissioners - Comments on the website have been written up. Tim says that the city is currently redoing the website. Roy asks if there are consistent responses about the website. The consensus is that the parks website is a bit outdated; it could be more organized, and the meeting times and other information are not accurate.
- 7. Possible Agenda Items for Next Meeting**
- A. None
- 8. Adjournment to Next meeting: May 12, 2016, 4:00 pm, Council Chambers**

**CITY OF REDLANDS  
PARKS AND RECREATION ADVISORY COMMISSION  
May 10, 2016  
MINUTES**

**Call to Order at 4:00 pm - Attendance**

Present: Roy Cencirulo, Chair  
Don Gifford  
Patrick Hafley  
Ryan Johnson  
Tina Price  
Tyler Sepulveda

Absent: Kimberley Collins

QOL Staff: Sean Mackintosh  
Dave Jaffe

**2. Public Comments:**

Elizabeth from Healthy Redlands discussed the summer walking program. It starts Saturday June 11th at 8 AM, and will be a five mile route. 100 pedometers were donated from Kaiser, and there are requests for 120 waters and snacks for the walk. This program is planned to go from Sylvan Park to the Orange Blossom Trail, and will promote a healthy lifestyle.

**3. Approval of Minutes**

It was noted that Roy gave the report in April, not May, and that Patrick Hafley was not present for the March meeting. On page two, it is not the Theater Festival but just the summer kick off. Tina motioned to approve the minutes, and Patrick seconds.

**4. Correspondence and communications**

A. *City Council liaison report* - Mr. Harrison reports that the Alabama to California portion of the Orange Blossom Trail should be done in one month. Stop signs will be added there in the near future. Don asks if it will affect the trail work, and the dispute between the city and contractors about work will not affect the use of the trail. Roy inquired about any updates on the trail by University. The trail will go from Church to the Zanja and then to the freeway. A concept plan is being drawn up to propose to Cal Trans.

B. *Park Ranger Program Report* - Mike Kress reported that new rangers have been hired, and that their primary goal is to be the “eyes and ears” of parks for police. They will be part of security at the Redlands Summer Bowl shows, air shows for the airport, block parties, the bicycle race, and they also educate citizens about the park rules. Roy asked how many rangers there are, and Mike stated there are 4, of which two-thirds are active at the moment. Tina asked if incidents in the park are going up, and Mike reported that they are not; there are still very few incidents. Most are transients, but they are careful



- and clean up after themselves. The major problems are graffiti in the parks. Tina asks which parks have the most graffiti, and Kress stated that Texonia, Sylvan, Community, Crafton, and Brookside Parks have the most problems with graffiti. However, about every park has graffiti in park restrooms and trash cans. Sargent Right oversees the program, however the rangers self-coordinate and do their own training.
- C. *QOL Staff Report* - Shawn McIntosh reported that the installation of shade sails at the parks have been completed. Texonia Park, Heritage Park, and the Redlands Bowl have all been improved by the Helping Hands organizations. Twenty benches and new backboards were added to Texonia, and the floors were newly painted. Heritage Park's fence was repainted, two dog waste stations were added and six concrete trash cans will be added soon. On the 2016 Community Day of Service, volunteers replaced twenty bench backs with composite boards at the Redlands Bowl. Roy asked about the status of a new bathroom at the west end of Sylvan Park, since the current one does not work, and Tim said that the old restroom will be torn down. Tina asked if another meeting about the skate park's design could happen before the presentation to City Council, and Tim stated that a special meeting could happen before the presentation. Treasure Ortiz presented the idea of a naming contest for the skate park. It would last thirty days, people would submit names within a certain criteria, and the commission will vote on the top five names. The winner of the competition can perhaps be the one to reveal the name. Tina and the rest of the commission like the idea of a naming contest.
- D. *QOL staff report on current and future recreation activities* - Dave Jaffe presented on the May 11th senior 5k run/walk. 125 seniors attended, and it was their first time on the trail for 70% of the attendees. Sponsors were able to fully fund the event and provide a free t-shirt and timer for the seniors. The Recreation Center also began their Movies in the Park program at Ed Hales Park. On the night they showed *Goosebumps*, they were able to pass out 75 Goosebump books with the help of the Friends of Smiley Library. At the Recreation Center, there will be a free summer nutritional lunch provided for up to 200 kids a day. On Saturdays, Redlands Bowl performers will do a workshop with children throughout the summer. Since there are so many activities, Tina asked if there is enough staff to man the Recreation Center during the events. Dave said that volunteers and staff help to run the Recreation Center during events. Roy asked if these events have been publicized in other ways than the newspaper, and Dave explained that there have been ads about it on the Recreation website and the summer program guide that will be ready by the beginning of June. A recreation program guide was also passed out to all of the elementary school students earlier this year. Roy also wanted to know if the Recreation Center is working with Healthy Redlands. Dave said that the Community Center is hosting the meetings for Healthy Redlands and supports the promotion of the upcoming walks. Both are working together to improve access to nutritional food for seniors and youth in the City. Pat asks if there is good participation at the center today, and Dave says that they do have good participation numbers. They usually meet or exceed the predicted attendance for recreation programs. Roy asks if the center's submitted budget proposals are being considered, and Tim says that they are.
- E. *Student Liaison Report* - Tyler reported that the Redlands High School prom went very well. The Riverside Municipal Auditorium was decorated very nicely, there was a good turnout, and everyone seemed to have a great time even though the DJ was not very

good. Both Junior Ushers and Daisy Chain also did a remarkable job at the Redlands High School graduation ceremony. People with the top 60 Grade Point Averages are a part of the Daisy Chain and Junior Usher programs. Redlands High School has also had much success with athletics. Boys volleyball beat Katella during the first round of CIF, softball beat Carter, boys tennis beat Aquinas 18-0, and varsity baseball also beat Carter.

**5. Old Business**

A. Orange Street Alley vendor proposals - Roy said that the vendors can open up and it will result in more traffic. Tim says that the businesses could open up, but it is not necessary. Roy inquired about more murals being added to the alley, but at the moment there are no known plans for more. Ryan explained that most of the businesses were not designed to have a back retail area, which would make opening up into the alley difficult.

**6. New Business**

A. AT&T proposed cell tower at Community Park - Will Hamilton presented to the commission about the proposed AT&T cell tower at Community Park. The cellular tower will be put up with a light tower. Tina asks if it will be a stealth pole, and Don asks about the income that the tower would bring in. Mr. Hamilton said that he is unsure of the exact amount, but the contract is a five year plan that can include up to four extensions; the income brought in could be upwards of one million dollars. Pat asks where the tower will be, and it will be towards the center of the park. Tina inquired about whether the radiation will harm the youth, and Will said that this has been disproved. There were questions about if a vault would be put over a building to accommodate for the towers equipment, and there will be an add-on to the smaller building so that it blends in. An underground vault has not been considered, but can be negotiated. Roy asks if it will interfere with use of the park, and Will assured the Commissioners that it will not interfere with use of the park. Tim indicated that the revenue will go to the General Fund, of which the Quality of Life department has the majority fund.

B. Recreation budget - Tim stated that staff has prepared forms for submission which are being reviewed and vetted. Tina asks what the forms will be, and they will include the top five recreation improvements. She also asks if it is possible to know how much the proposals cost, and yes they do have estimates. Tim says that the best thing to do would be to ask for an exact amount over a lump sum because that will be easier to receive. Roy asks if there is a discussion on personnel, and Tim reported that there has been discussion on personnel. The two part time staffers have been increased up to four, and the staff hours have also been expanded to 4,000 hours. Roy suggests that the commission could see what City Council approves and can take the remaining items to prioritize.

**7. Possible Agenda Items for Next Meeting**

A. Don suggests a discussion on the Skate Park

B. Ryan suggests to possibly look over the remaining recreation projects

**8. Adjournment to Next meeting: July 14, 2016, 4:00 pm, Council Chambers**

**CITY OF REDLANDS  
SPECIAL MEETING OF THE PARKS AND RECREATION  
ADVISORY COMMISSION  
June 14, 2016  
MINUTES**

**Call to Order at 4:00 pm - Attendance**

Present: Roy Cencirulo, Chair  
Don Gifford  
Patrick Hafley  
Tina Price  
Tyler Sepulveda

Absent: Kimberley Collins  
Ryan Johnson  
Cathyleen Nece

QOL Staff: Tim Sullivan  
Tricia Swope

**2. Public Comments:**

None

**3. Presentation**

A. *Redlands Skatepark presentation* - Zach Wormhoudt from California Skateparks presented to the commission and City staff the conceptual design of the skate park set to be built in Sylvan Park. There have been three public input meetings, which have greatly influenced the design of the skatepark. It will be 15,000 square feet after the second phase, and phase one will be 10,000 square feet. The design of the park is able to serve all level of skaters from beginners to advanced simultaneously; it is a completely unique and custom design made for the City. Replicas of staircases in Redlands, down rails, and skate pools are some of the features that will be built into the skate park to make it unique. Tina asked about the three trees that will be lost when the park is built, and Tim Sullivan stated that only three very small trees will be lost. After Roy asked about how much taller the park will be than the current area, Zach stated that it will be 4-5 feet taller than the current ground but it will be integrated to the ground. As for costs, the park is estimated to cost about \$600,000 total, with the design fees costing \$15,000. For security lighting to be installed, it would cost around \$20,000. Tina also voiced that fencing is important, since there is no fencing planned for the park at the moment. However, fencing will be further discussed as the design is further confirmed. The design presented to the commission will be presented to City Council on June 21st. Roy inquired if staff from the Police Department were consulted in the design. Staff responded that they were part of development review. Roy asked for a modified motion to approve the conceptual design of the Skatepark with the condition that Police Department staff were requested to review the design and provide any feedback or concerns. The motion was seconded by Patrick Hafley and carried.

**4. Adjournment to the next regular meeting on July 14, 2016, 4:00 pm, Council Chambers**

**CITY OF REDLANDS**  
**PARKS AND RECREATION ADVISORY COMMISSION**  
**July 14, 2016**  
**MINUTES**

**Call to Order at 4:00 pm - Attendance**

Present: Roy Cencirulo, Chair  
Don Gifford  
Patrick Hafley  
Tina Sray Price  
Tyler Sepulveda

Absent: Kimberley Collins  
Ryan Johnson

QOL Staff: Sean McIntosh  
Dave Jaffe  
Tricia Swope

**2. Public Comments:**

None.

**3. Approval of Minutes**

Roy says that the date of the meeting in the minutes should be changed to May 12th. Tina also states that she asked about the police being involved with planning for the skate park to make it secure. Don motions to approve the minutes, and Patrick seconds.

**4. Correspondence and communications**

- A. *City Council liaison report* - Jon Harrison reports on the Citrus Commission's discussion about the park and groves at the Bluffs Trail. Citrus will go from Orange Street along the river bend. It probably will not be an issue for further development of the park. Roy asks how many trees will be planted there, and it is currently six. The Santa Ana River Trail will also go through the park by the bluff side. Don and Mr. Harrison discussed how to get funding for park with a donor wall. Roy asks if the police have looked at the skate park plan. Tim says that they have, and they do want cameras and speakers like at Ed Hales Park
- B. *Park Ranger Program Report* - Mike Kress was absent, so no report was made.
- C. *QOL Staff Report* - Zach LaBonte reports that the shade sails are all done, and people are liking them. Don asks about whether there will be shade along the Orange Blossom trail, and Zack and Tim say no. The water system there was recently reworked to better help the orange trees along the trail. Roy asks about the possibility of benches being built along the trail, and Tim said that there might be as money allows but they were not in the concept plan. Zack also stated that trash cans will be installed on the trail. Cathyleen suggests that donors could put their names on the benches as another way to fund their installation, and Tim agreed that this could be an option. Tina expressed someone's concern about tree trimming at Community

Park. Pat says that the oaks have a very low canopy. Additionally, there are two slides at Sylvan Park and one at Community that are broken, but they have been ordered and hopefully will be installed soon. Tim explained that they are custom slides and take time to build. The snack bar at Community Park is being remodeled to fit health standards and should take 90 days to complete. Tim discussed with MUED about a waiver on watering days to water on week days. Will bring to council in next few months

- D. *QOL staff report on current and future recreation activities* - Dave Jaffe was absent so Tim reported that the senior transportation agreement with Vtrans will be fully executed. They are working on getting a bus with alternative fuel and are looking forward to adding a second bus. Tina asks if this was paid for by a grant, and it was but with matching funds as well. Roy asks how long the grant is for, and Tim stated that it is for three years but it is unknown what the agreement will be after it. The summer food program is almost done, and it has served over 30,000 meals.
- E. *QOL staff report on purchase of the acreage by California Street made with Development Impact Funds* - Tim presented on the purchase of 6.3 acres south of Highway 10 East of Bryn Mawr Avenue. This acreage was bought with the open source funds. Mr. Harrison commented that they switched to the Development Impact Funds instead of the Citrus Palmetto Funds, and that it is on the council agenda to switch so there can be more money for parks
- F. *Student Liaison Report*: Tyler reported that there are not many student activities over the summer, but summer school is still going on. A few thousand students are attending the AAA Academy to get ahead, and they are performing quite well.

## 5. Old Business

- A. *Orange Street Alley* - Don asks if the Orange Street Alley is a park. Tim says yes, and that there is additional interest for lease agreements in it. One will be presented to council on the 19th of July for another sandwich and ice cream place. This agreement will cost about \$1.60 per square foot. It will be the third, maybe fourth vendor in the alley, and interest is growing for it. Roy asks if there has been discussion on how late the alley is open. Tim says that it is a park, so it closes at 10 o'clock. There is an emergency exit that is not usable as a normal exit, but for emergencies it could be used. Roy asks if people can go inside at 10 o'clock and Tim affirmed that they can.

## 6. New Business

- A. *New Projects 2016-2017*: Will Hamilton presented on the Prospect Park trail. It will go from Highland Avenue to Prospect Park and will be on the citrus parcel, taking only three trees away. The alternative path is to move pedestrians out of the road. Tina asks where the path goes and Will explained that the alternative path is still being considered but the current one will take people to the facility on top of the hill. Tina also inquired about how the licensing agreement works if private funds are being used. Tim says that the way it is constructed, private contractors are contracted to the site. Will says that it is still public use. Roy asks how long it will take and Will says that it will take no less than 30 days to start. Don asks about the price; Will says that it is unknown at the moment. Cathyleen asks if there will be further landscaping in the area, and Will states that it will be minimal with not many trees because of the drought.

7. **Possible Agenda Items for Next Meeting**
  - A. Tim suggests a discussion on prioritizing projects so it can be presented to council to address the Recreation Center's maintenance needs.
  - B. Don suggests a discussion on the financial report and status of the Skatepark.
  
8. **Adjournment to Next meeting: Thursday, September 8, 2016, 4:00 pm, Council Chambers**

**CITY OF REDLANDS  
PARKS AND RECREATION ADVISORY COMMISSION  
September 8, 2016  
MINUTES**

**Call to Order at 4:00 pm - Attendance**

Present: Roy Cencirulo, Chair  
Don Gifford  
Patrick Hafley  
Ryan Johnson  
Kimberly Collins  
Tina Sray Price  
Tyler Sepulveda  
Maren Wells

Absent: Cathyleen Nece

QOL Staff: Shawn McIntosh  
Dave Jaffe  
Erik Reeves  
Aaron Evans  
Tricia Swope

**2. Public Comments:**

Kerry Kenison with Redlands Baseball for Youth (RBY) voiced concerns with the bleachers at Community Park. According to Kenison, the cost to replace the bleachers is approximately \$40,000 to replace. RBY is willing to pay a portion of this replacement cost over time. Kenison also indicated that the netting behind the backstops is deteriorating, and would cost between \$3,000-\$4,000 to replace. Kenison reported that 1,200 children are in the program from January to July and September to November. New refrigerators and freezers are also needed for the snack bar, and they would cost about \$10,000 to fix. RBY can help the City to pay for the appliances, however, their budget is \$55,000 and they spend \$60,000 a year. RBY also want to amend their agreement with the City because some parts are too vague, such as sections that leave the sprinklers and lawns all to RBY to maintain. Tina asked if it costs \$60,000 for maintenance yearly, and Kenison replied that it does cost that much to maintain all the fields, fix fencing, and more. She also asked if the bleachers would be new for \$40,000 and if they could be retrofitted. Kenison responded that while the bleachers could be retrofitted, since they are old, obtaining new bleachers for \$40,000 would be a better option. Don asked what fund the City would use for the total project, and the money comes from the general fund, and Tricia stated that it can be added to the recommended projects from the Parks and Recreation Advisory Commission. Pat asked if the bleachers at Community Park were the same for football, and it was determined that they are not because the Junior All American Football group purchases their own. Ryan asked about the lifespan on the current bleachers, and they might be able to last awhile but the weather could greatly shorten it; replacing them would be best. Roy inquired on how often is the RBY

contract discussed, and it is discussed once a year around July and August, but can be discussed at any time.

### 3. **Approval of Minutes**

Don stated that he mentioned in the last meeting about inviting the skatepark committees to present to the commission, but this was not in the minutes. A correction is to be made to indicate Kimberly in attendance and Cathyleen and Ryan as absent. Tina motioned to approve the minutes with corrections, and Pat seconded.

### 4. **Correspondence and communications**

A. *City Council liaison report* - Jon Harrison was not in attendance, so no report was made

B. *Park Ranger Program Report* - Mike Kress was on vacation, so no report was made.

C. *QOL Staff Report* –

Quality of Life is preparing for the upcoming cold weather. The turf at Smiley Park is being retrofitted, and the bushes around the park are being replaced as well. The island at the Brookside Park turnabout is also being retrofitted with new turf.

Staff is also preparing for an upcoming volunteer day the weekend before Thanksgiving; four projects are proposed, but they are not in parks. The Orange Blossom trail is getting worked on as well. Irrigation around Orange Street and Redlands Boulevard is also being retrofitted.

Roy asked about the status of replacing the slides at Sylvan Park. They are here at the City, but other projects are keeping them from being finished, but they should be done in the next six weeks, with one slide installed per week.

Roy also asked if the Orange Street Alley Gates close at 10 or 9 PM, and they close at 9 PM because it is on the same hours as the other parks. Don asked if people can go back into other parks at 9 PM, and they cannot unless there is an event happening. If someone is inside the alley already, they can leave through the door it will just latch behind them.

Tina inquired on how the trees are in the City. Eric Reeves reported that most are doing well, those that are dying are on homeowners' property as a result of cutting back on watering. Redwoods and deodars are the worst off right now.

Aaron Evans made a presentation on the Riverview Grove planting. The Grove is off of Riverview Drive, east of Israel Beal Park, and parallel with the Santa Ana River Trail. 601 Washington Navel oranges will be planted at the site; there is an irrigation plan from STB Landscapes which will be presented to the City Council at an upcoming meeting. Roy asked if any of the Palmetto Grove funds will be used, and Aaron confirmed the Palmetto funds will be used, however the budget has not been set yet for this project. An estimate may be available by the next regular Parks & Recreation Commission meeting. Tina asked how big it will be; the project will be 4.5 acres. Don questioned on the density of the planting, since the conceptual picture looked very dense. Aaron explained that this was just the drawing to give a general idea of how it will be planted, but proper spacing will be made according to the project plans. Tina asked if the development parcel was donated to the City, and it was confirmed the property was donated in the past. Kimberley asked about any projected revenues, and there are no projections yet. She also asked if the revenue goes back into the Palmetto Grove or General Funds, and they actually go into the Citrus Funds. Tricia will



confirm this, but the Palmetto is a one-time fund, with other projects taking up the funding of them later on. Roy stated that a portion of the Palmetto Grove funds was already earmarked for orange groves.

Tina also asked about the feasibility of switching the funds from Palmetto Grove to Development Impact Funds (DIF), but there's no knowledge on this yet.

- D. *QOL staff report on current and future recreation activities* - Dave Jaffe reported that the City of Redlands recognized Elizabeth Escobar and Hank Debor as City Heroes volunteers; Escobar had over 200 volunteer hours, Debor had over 3,000 volunteer hours combined over the past five years, and both were mentioned in the newspaper. With the Micah House and local churches, the Recreation Center had the Back to School Jam on August 6th to great success. Over 1,200 backpacks and school supplies were given out along with free meals and activities.

Along with the Boys and Girls Club and Project 180 the Recreation Center was able to hand out over 7,500 meals and hold activities at the center.

The recreation center also held community workshops with the RCMA on Saturdays after Redlands Bowl performances. Performers would do a workshop at the community center the Saturday morning after their performance, and 700 people attended the 6 week program.

An agreement has been made with Omnitrans for a full time position for the senior transportation program. A 16 passenger van will be delivered between November and December, increasing the service to Monday through Friday for a full day. Roy inquired about how the program works. Riders must be a Redlands resident, and the program serves senior citizens and the disabled. Transportation is provided for recreation activities, medical appointments, and more. Kimberly asked if it was a 50/50 grant, and Dave stated that it was not. It was a grant with Vtrans, which is now incorporated by Omnitrans. It is three years of matching funds, and provided 30% of new funding for the bus.

Roy asked what the next Healthy Redlands meeting is about, and the topic is exploring applying for a grant with the RUSD to expand the summer nutrition program; it would cost about \$4,000. It will be at 4PM at the Community Center, it is open to the public, and the YMCA will be there along with other organizations.

- E. *Student Liaison Report*: Tyler reported that Mahalo went very well. It was the first summer dance that Redlands High School has held, and many were in attendance. In athletics, Yucaipa beat Redlands at girls' golf by one stroke in their last match. For football, Redlands beat Palm Springs in their first game of the year. Murrieta did, however, beat RHS the following week. Redlands High School's Homecoming is coming up on November 5th, but a theme and location have not been announced yet.

## 5. Old Business

- A. *Consideration of recreation projects in Fiscal Year 2016-2017*: Tricia reported that there was an estimate of \$1.4 million for Parks and Recreation in the Palmetto Grove Funds, there are options of top recreation projects from 2016 and others from 2013, and suggested the

Commission select five to be taken to the City Council for consideration. Roy asked if the RBY project can be added to the list, and Don agrees that this should be done. Roy also asked about prioritizing the top three projects on the list. Dave indicated that the Recreation Division can apply to upgrade the Recreation and Senior Center lobbies with CBDG money, since the current area does not meet ADA requirements. Those projects were moved to the very last priority on this list. Kimberly inquired about cost estimates for these measures, and they will be provided at the next meeting. Tina asked why health and safety was the biggest concern in 2013, but why it is not so important here? Tricia said that Parks and Recreation set priority levels, and the City Council Subcommittee reprioritized projects for final consideration by the City Council in 2013.

Don motioned to add the RBY repair projects to the top of the project list. Tina seconds. Kimberly requested for a discussion about it; she is concerned about the lack of concrete numbers for projects. She said that a lot has been done for the youth earlier, such as adding mulch to the playgrounds, and that they need more information, data, and solid numbers before moving. Roy added that a lot of discussion has happened, but Kimberly said that it is reckless to throw out there without concrete numbers. Don stated that none of the projects have concrete numbers, and that they can make an estimate, not an exact cost number. Tina added that they can put it in without a cost amount. Kimberly said that this can be done, but they still need a formal process to see how much money will be allocated. Tina said that there were no cost amounts in 2013 when discussed, but they can let staff find out the cost after putting it into consideration. Don requested to put the RBY project on the list without a cost figure.

Tina asked if a subcommittee of commissioners can review the RBY agreement to make recommendations. Don revises his motion to fit this, and Tina seconds. Roy has one caveat with this; that the RBY project does not supersede other projects approved by Parks and Recreation in 2013. Ryan said that the net and bleachers are safety concerns and very important. Pat elaborated that newer bleachers do not let little kids fall out, and foul balls have hit and hurt people. He asked if this is a liability of the City or RBY, and Roy inquired if it is firmly on RBY or the City. Ryan asked about more details on the contract, and Tricia will send out a summary of the contract.

Tina said that repaving the Community Center parking lot should be stricken, and Tricia said that the parks parking lots are done but the community center is not. Roy said that it should stay on top to indicate the priority of it needing to be done, higher than 8, 9, or 10. Kimberly asked about moving the repaving to 6, and about what the security issues are. Dave elaborated that there are homeless camping at the center leaving needles, excrement, and other things there. The center is exploring a mobile camera option, and they do want to repaint and restripe the Community Center parking lot. Roy motions to prioritize repaving the parking lot, recommend to the City Council items 2 to 6 as priority projects to complete with Palmetto Funds (Community Center Large Classroom Upgrade; Community Center Game Room Upgrade; Joslyn Center Kitchen Upgrade; Community Center Multi-purpose Room Upgrade and repurpose; and Community Center Parking Lot Repaving). The motion carried unanimously. Roy requested for more money estimates for items left blank.

**6. New Business**

- A. Discussion on prioritizing projects and Recreation Center's maintenance needs: Much of the discussion on prioritizing projects and the Recreation Center's maintenance needs was done in item A under Old Business.
  
- B. Discussion on the financial report and status of the skate park: Tricia reported that the skate park is currently under environmental review with Development Services. The design team has submitted 30% drawings of the skate park, and is moving forward with 60% submittals. Staff anticipates receiving these 60% submittals by the end of September. The matching funds deadline has been extended to September, 2017. Roy asked if it was possible to have the skate park groups present to Parks and Recreation, and Tricia said staff would request their attendance at the next regular meeting. Don added that \$135,000-\$140,000 was for the project and it was supposed to close this month, but the two committees working on it will not meet. The design could be phased to start sooner. Roy suggests a request for Mr. Harrison to update the commission on Council's status on the skate park. Kimberly asked why there is \$200,000 matching funds, but not community matching yet. Tina stated that council makes this decision. Ryan added that it would be nice to have a solid financial breakdown. Tricia stated that \$67,000 out of the \$200,000 has been spent on the design, and it is scheduled to be constructed in phases.

**7. Possible Agenda Items for Next Meeting**

- A. Tina suggests a review of the RBY agreement. A summary will be provided to the Commissioners
- B. Request for skate park update from the two community groups
- C. Roy proposes a request for Mr. Harrison to update the Commission on City Council's status on the skate park.

**8. Adjournment to Next meeting: Thursday, November 10, 2016, 4:00 pm, Council Chambers**

## CITY OF REDLANDS

### PARKS & RECREATION ADVISORY COMMISSION AGENDA

The following information comprises the agenda for the regular meeting of the **Parks & Recreation Advisory Commission** to be held at **4:00 p.m.** on **Thursday, November 10, 2016**, in the City Council Chambers, 35 Cajon Street, Suite #4.

#### 1. Call to Order – Attendance

#### 2. Public Comments

*(At this time, the Parks and Recreation Advisory Commission will provide an opportunity for the public to address them on any subject, within the jurisdiction of the Parks and Recreation Advisory Commission, which is not already scheduled on this agenda. However, any matter that requires action will be referred to staff for a report and possible action at a subsequent meeting. Comments will be limited to three (3) minutes.)*

#### 3. Approval of Minutes

A. Minutes of the Regular Meeting of September 8, 2016, of the Parks and Recreation Advisory Commission.

#### 4. Presentations

- A. Recognition of Student Commissioner Tyler Sepulveda
- B. Recognition of Youth Volunteers

#### 5. Status Reports

- A. City Council Liaison report
- B. Park Ranger program report
- C. QOL staff report on parks activities
  - a. Update on installation of Slides at Sylvan Park
  - b. Confirmation of funding used for “Best” grove property
  - c. Confirmation of funding source for “Riverview” grove property planting
- D. QOL staff report on current and future recreation activities
- E. Student liaison report on school projects, programs, and upcoming events

#### 6. Old Business

- A. Summary of Redlands Baseball for Youth Agreement for use of Community Park Fields
- B. Discussion on the financial report and status of the proposed Skatepark
- C. Consideration of prioritizing parks and recreation projects for recommendation to the City Council in Fiscal Year 2016-2017

#### 7. New Business

None.

#### 8. Possible Agenda Items for Next Meeting

#### 9. Adjournment to Next Meeting, Thursday, January 12, 2017

(Deadline for next agenda items is Monday, December 12, 2016)

#### Attachments:

- A. Regular Meeting Minutes of September 8, 2016
- B. Summary of Redlands Baseball for Youth Agreement
- C. Project list for recommendation to City Council

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact Tim Sullivan of Quality of Life Department (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 Parks & Recreation Advisory Commission regarding an open session agenda item less than 72 hours before this meeting are available for public inspection at the Quality of Life Office, 35 Cajon Street, Suite 222.

