

Community Services Advisory Commission  
Special Meeting  
City Hall - Caldwell Park Conference Room  
777 Cypress Avenue  
Redding, California  
January 23, 2013

## MINUTES

Chair Wilson called the meeting to order at 4:00 p.m.

### ATTENDANCE

The following Commissioners were present; John Wilson, Adam McElvain, Robert Brennan and Judy Salter. Commissioner Hinz was absent. Also present were Community Services Director Kimberly Niemer, Deputy City Manager Greg Clark, Management Analyst Matt McCallum, and Executive Assistant Sarah Sheetz.

### PUBLIC COMMENT

There were no comments from the public.

### APPOINTMENT OF COMMISSION CHAIRPERSON AND VICE-CHAIRPERSON

**Motion:** To nominate Commissioner Robert Brennan as Chair and Commissioner Judy Salter as Vice-Chair.  
(Made by Commissioner McElvain, Seconded by Chair Wilson.

AYES: Commissioners Wilson, McElvain, Brennan and Salter  
NOES: None  
ABSTAIN: None  
ABSENT: None

### CONSENT CALENDAR

The minutes from the Regular Meeting held on November 14, 2012, the monthly Parks Maintenance, Recreation Division and Tourism Activity Reports for November and December 2013, and the Annual Meeting Calendar were presented.

Commissioner Salter inquired as to the definition of the term 'bounce rate,' in the marketing section of the Recreation Activity Report. Commissioner McElvain clarified the definition means that a visitor leaves a web page after visiting only the home page. Commissioner Salter inquired about how the number of visitors to the Turtle Bay Visitor's Center compared to when the Visitor's Center was at the Redding Convention and Visitors Bureau, as the number of visitors appeared low in the Tourism Activity Report. Deputy City Manager Clark responded that there were a few reasons including the time of year why the numbers appear low, and that there is an overall upward trend in the year-to-year comparison. Commissioner Salter also advised that she had to really work to find out about the Redding Dining Days as advertised on the CVB website.

**Motion:** To approve the Consent Calendar.  
(Made by Commissioner McElvain, Seconded by Commissioner Wilson)

AYES: Commissioners Wilson, McElvain, Brennan and Salter  
NOES: None  
ABSTAIN: None  
ABSENT: None

#### **Motion Carries**

#### **PRESENTATION ON TRAIL USER SURVEY RESULTS BY AMY PENDERGAST, HEALTHY SHASTA**

A presentation on the recent Sacramento River Trail User's survey as conducted by Shasta County Public Health was presented by Amy Pendergast, Community Education Specialist. The presentation highlighted the results of the survey, which included 819 respondents. Data collected by the survey included results on frequency of trail use, purpose of trail use, trailheads used, safety, areas for improvement, and user suggestions for the trails. Results indicated that residents were utilizing the Sacramento River Trail more with the opening of the Dana to Downtown connection; trail users are using the trails to commute to and from work and school; would like to see more trails, bike lanes, trail lights and safety patrol on the trails.

#### **MARTIN LUTHER KING CENTER UPDATE, BY CHRISTINA MASSEY, MLK DIRECTOR**

A presentation on the programming at the Martin Luther King Center (Center) was provided by Christina Massey, Center Director. The presentation provided information about current programming, community partners, the population served, and goals of the Center staff. Ms. Massey shared many photographs of recent field trips sponsored by the Center, including a trip to the State Capitol and Sacramento State College by the *Positively Girls Club*, an outing with the United States Forest Service called *Operation Christmas Tree*, camping trips, and images of the fundraising efforts undertaken by participants to help fund these outings. Ms. Massey also provided some background on the current programming at the Center, and discussed efforts to increase community involvement and ownership of the Center, including a project to cover-up graffiti at the Center by repainting and covering a wall with participant handprints.

## **REVIEW OF COMMISSION'S CHARGE AND WORK PLAN FOR 2013**

Chair Brennan stated that he would like to get the Commissioners involved in the different activities and events that the Community Services Department is responsible for throughout the year. He requested that the Commissioners review a brief list of the events and activities and asked each Commissioner to volunteer for one item from the list in 2013. Chair Brennan volunteered to work on the Park Impact Fees with staff, and asked each Commissioner to send him a note regarding an event or activity of interest.

Commissioner Salter asked if the Commission could be informed as to when the meetings would be held for the various activities. Director Niemer advised that we could work around schedules on most of the activities.

Commissioner McElvain inquired about the Municipal Code that was sent to the Commission as some of the information did not appear to be accurate and there were some misspellings. Director Niemer advised that a 'clean-up' of the Redding Municipal Code could be added to the Commissioner Handbook project as part of the work plan for 2013. She stated that the part of the Municipal Code Commissioner McElvain was referring to dates back to 1997, so a review is in order. Commissioner Salter inquired as to a rule regarding removal of any member of the Commission if they were to miss two consecutive meetings without the approval of the Mayor. Director Niemer responded that she would like the Commission to adhere to the Municipal Code, including the attendance policy. She stated that the history of the Commission was one of a partnership with City staff, and that the Commission has been very influential and effective at times. She asked the Commissioners to set aside time for the Regular Meetings and make every effort to be present.

## **PROJECT UPDATES**

Director Niemer advised that the Turtle Bay East project continues to move forward, and will be going out to bid shortly on the paving of the parking lot and the access road from North Bechelli as well as the picnic pavilion.

The work on Henderson Open Space (Henderson) continues to move forward, with a dedicated volunteer group working on-site every Friday. Staff recently submitted a grant proposal to the State of California that would formalize the trail system in Henderson to include way-finding signage and paved trails. There has been a marked improvement in the reduction of litter at Turtle Bay East and we are beginning to see that trend in Henderson.

Director Niemer recently met with River Partners, an environmental restoration firm out of Chico, who would like to partner with the City of Redding for some grant work at Riverland Drive and Kapusta Open space.

A *Gnarly Neon* 5k race is scheduled for April 27, 2013. The proceeds will benefit Redding Recreation scholarship programs. Chad New at the Redding Convention and Visitors Bureau (CVB) helped make contact with the group. Redding Recreation and the CVB staff are working on event logistics.

Community Services was recently notified of a \$115,000 grant award from the Foundation for Youth Investment for the Rocks and Ropes Adventure Playground at Caldwell Park. Staff is working with local vendor UPC Parks, a division of Universal Pre-Cast on the playground design.

Work has resumed on the Amethyst Park and Lake Redding playground projects. The Request for Proposal is complete and should go out to bid soon. Commissioner Salter inquired as to how much funding was realized from the sale of the properties. Director Niemer advised that approximately \$165,000 is available, and that at this time \$115,000 has been allocated. The funds have also been used for recent improvements at Carnelian Park, in the Lake Redding Estates neighborhood.

Chair Brennan inquired about the bronze statue (*Balancing Act*) that was vandalized in Caldwell Park. Director Niemer advised that the statue was recovered and that staff is working with an artist on how to best repair and secure the statue.

Chair Brennan advised that he heard the manhole cover was stolen down at South Bonnyview. Director Niemer advised that this was the first report of a missing manhole cover that she had heard. Chair Brennan was curious if the security cameras at South Bonnyview may have captured the theft.

Commissioner Salter inquired as to the status of building any sort of park in the South Bonnyview area. Director Niemer advised that there are no plans in that area at this time.

Director Niemer advised that MLK Center has implemented a new security system at the Center and it is working well. There are plans to install a similar system at the Redding Library, and at some of the Parks, including Lake Redding Park.

Director Niemer shared the new Smoke Free Parks and Trails signage that is currently being installed throughout the parks and trails system.

Director Niemer advised that the Park Development Fund will be in the red in the next fiscal year. Park-in-lieu fees can be used to cover the debt service in the next fiscal year, but the Fund would still go into the red in the next fiscal year. An increase in building permits would rectify this problem.

## **COMMISSIONER COMMENTS**

Commissioner McElvain congratulated staff on the Foundation for Youth Investment grant award.

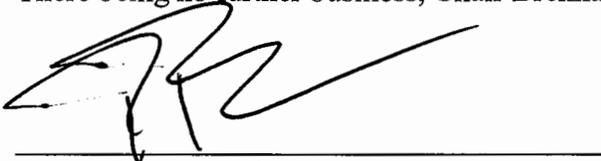
Commissioner Salter inquired if there is a new priority list of projects that the department would like to do when funds become available. Director Niemer responded that over the next couple of meetings staff would be providing presentations on the Parks Strategy and the Trails Strategy to set the stage for 2014 when the Parks, Trails and Open Spaces Master Plan (Master Plan) will require updating. The capital improvement list will be updated along with the Master Plan.

#### **DIRECTOR COMMENTS**

There were no Director Comments.

#### **ADJOURNMENT**

There being no further business, Chair Brennan adjourned the meeting at 5:04.

A handwritten signature in black ink, appearing to be 'RB', is written over a horizontal line.

Robert Brennan, Chair