

## MINUTES

### ATTENDANCE

The meeting opened with the following Commissioners present; Adam McElvain, Bob Brennan, John Wilson. Commissioner Leona McCoach joined the meeting at 4:07 and Commissioner Susan Hinz was absent.

Also present were Community Services Director Kimberly Niemer, Management Analyst Matthew McCallum, Parks Superintendent Paul Anderson, and Executive Assistant Sarah Sheetz.

### PUBLIC COMMENT

No public comment.

### CONSENT CALENDAR

The minutes from the Regular Meeting held on April 13, 2011, and the Special Meeting held on June 8, 2011, the Special Meeting on September 14, 2011, the monthly Convention Center Activity Report, the monthly Parks Maintenance Activity Report, the monthly Recreation Division Activity Report and the monthly Tourism Activity Report were presented.

Chair McElvain inquired about the Year in Review for Shasta Cascade, requesting that it be an informational item on next month's Agenda. Director Niemer agreed.

Commissioner Wilson inquired as to whether or not Bethel (Advance Redding) has taken over the Convention Center. Director Niemer responded that Advance Redding's lease commences on January 15, 2012, however, they do have staff on-site learning the process of reconfiguring the Convention Center for the various events. Advance Redding is also actively scheduling events in 2012, but is not in control of facility at this time.

Chair McElvain inquired as to the future employment of City employees who are currently employed at the Convention Center. Director Niemer responded that the City currently has six (6), later corrected to seven (7), full time employees. Of those, one (1) will be retiring in December, 2011, three (3) have been offered and have accepted positions within the City of Redding, and two (2) are in various stages of recruitment. A number of the part time staff have interviewed with both Advance Redding and with the City of Redding. Commissioner Brennan stated that he thought much of the cost savings of leasing the Convention Center to Advance Redding would have been coming from letting the City staff go. Director Niemer clarified that they are filling vacant positions.

Chair Brennan inquired as to who takes care of the lights on the Sundial Bridge. Director Niemer responded that the Parks Division is responsible for replacing the lights on the bridge.

Commissioned Brennan advised that there are many lights currently out on the bridge. Director Niemer advised that of 64 lights that were out, 20 were replaced on 10/12/11, with the remaining lights scheduled to be replaced by 10/18/11. This is a periodic maintenance obligation which requires employees to participate in both rescue practice sessions on the catwalk and bulb replacement in full harness. There is currently a proposal under review to convert the entire bridge to an LED light system. REU is reviewing the proposal, which would extend the life expectancy of the bulbs and reduce the maintenance expense of bulb replacement, both of which would result in long term cost savings.

Commissioner Brennan inquired as to recent and upcoming events at the Convention Center, and whether or not these events are gratis, or rent paying. Director Niemer advised that the events are generally held by groups that pay rent, however, the rent for each event does not necessarily cover the cost of operating the Convention Center on a given day.

Commissioner McCoach inquired as to when Shasta Cascade Wonderland Association would provide their annual report. Director Niemer advised that they would be invited to provide a presentation at the next Commission Meeting to include a presentation of their new Trails Brochure.

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

AYES: Commissioners  
NOES: None  
ABSTAIN: None  
ABSENT: Commissioner Hinz

### **CONSIDERATION OF CHAIR MCELVAIN'S PROPOSAL TO DEVELOP A SPECIFIC PLAN FOR THE CONVENTION CENTER CAMPUS**

Chair McElvain expressed the importance of the Convention Center Campus. He stated that the Convention Center is an important aspect of what is going on in the area, and that now is the time to begin pursuing long term solutions for the Convention Center Campus so that when the City gets the Convention Center back a plan is in place to keep it in better shape. Chair McElvain invited Speakers to comment on the proposal to Develop a Specific Plan for the Convention Center Campus.

Chris Darker spoke on behalf of the Friends of the Redding Civic Auditorium Committee which was formed on August 30, 2011, with the intent of looking forward as to what will happen to the Civic Auditorium in the next five (5) years. He expressed support for Chair McElvain's proposal. This committee has 19 members, including two (2) members from Bethel Church. The Committee is developing a strategic plan, to include funding issues, grant opportunities and future plans for the Civic Auditorium. The Commission requested updates from Mr. Darker, who agreed he would like to be working with the Community Services Advisory Commission (CSAC), and agreed that now is the time to begin the planning effort.

Cameron Middleton spoke on his own behalf expressing his interest in the Convention Center Campus. He urged the Commission to move Chair McElvain's proposal forward to City Council.

Commissioner Wilson commented that a Specific Plan has been presented in the past, but ultimately the issues of ingress/egress restrict development of this area. He also expressed that he welcomes the work, if the proposal moves forward.

Commissioner Brennan inquired as to whether or not Chair McElvain's proposal included the entire Convention Center Campus, or just the Convention Center Building. Chair McElvain clarified that

the proposal includes the whole campus, including the private strip along the south side, and the need to have a Specific Land Use Plan in place that will cater to Turtle Bay/Convention Center Campus.

Commissioner McCoach inquired as to whether the proposal was for a General Plan now, and at the end of five years to move towards a Specific Plan. She expressed that it may be premature to develop a Specific Plan. Chair McElvain clarified that he would like to begin working on a Specific Plan now, as the time lines of the existing leases could result in vacancies in as little as three and a half years for the Rodeo Association, and five years for the Convention Center. He expressed that now is the time to begin this planning process, as we cannot bank on the fact that either the Rodeo Association or Advance Redding will exercise options at the end of their current leases.

Commissioner McCoach stated that she is concerned about the expense associated with the preparation of a Specific Plan. Chair McElvain stated that he too is concerned about the expense, which is why he would like a task force made up of Commissioners, tapping in to community groups who are already working towards this end, and the opportunity to partner with university programs. He stated that if work were to begin now, there will be time to tap into these resources. Commissioner McCoach stated she felt one of the first tasks to tack would be to determine if additional ingress/egress to the area is possible. Chair McElvain agreed and stated that determining the development capacity would also be important. Commissioner McCoach inquired as to whether or not the idea of demolishing the Convention Center building would be considered as part of the proposal. Chair McElvain responded that he would like the proposal modeled around keeping the existing building in tact and creating healthy land uses to support the Convention Center.

Director Niemer clarified the time line of the Rodeo Association, Advance Redding, and Turtle Bay leases. The Rodeo Association signed a lease in Summer 2011 for five years, with five additional one year options. She confirmed that if neither the Rodeo Association or Advance Redding exercised their lease options, the window of time to work on a plan is five years. In conversations she has had with both the Rodeo Association and Advance Redding both have expressed that they plan to exercise all options, however, the possibility does exist that they may not. Director Niemer stated that the Turtle Bay Lease extends to approximately 2085. Chair McElvain clarified that the proposal does not include the area of Turtle Bay. Commissioner McCoach stated that she felt Turtle Bay should be included in the proposal. Chair McElvain stated that he felt Turtle Bay should be part of the discussion. Director Niemer stated that it would be important to get a firm grasp on the scope of work being discussed prior to taking it to the City Council. Background information was provided regarding the term 'specific plan,' and Ms. Niemer advised that after discussion with Planning staff, the use of the term 'specific plan' is discouraged due to the legal implications of the term, and the responsibility that would be placed on the task force to adhere to the implications. Background information was also provided on a previously submitted plan from 2006, as well as some of the pertinent information that was discovered through that process. Additionally some historical information was provided on the formation of similar committees in the past. Director Niemer agreed that if secondary access is desired, now is a good time to begin working on that piece.

Commissioner Wilson advised that in his opinion, the piece of property is too small to warrant secondary access in the form of a tunnel or a bridge. Commissioners Brennan and McCoach stated that they would like the opportunity to explore development in the area.

Commissioner Wilson inquired about the terms of the lease agreement with Advance Redding in regards to maintenance of the Convention Center building. Director Niemer clarified that Advance Redding is responsible for day to day janitorial tasks and preventative maintenance. The City of Redding retains responsibility for any large structural or systems maintenance including the windows and HVAC system.

After further discussion it was decided that Chair McElvain's proposal be modified to strike the word 'Specific Plan' and replace it with 'Master Plan,' that the proposed task force would be made up of

all five (5) CSAC Commissioners, plus a liaison from the Planning Commission, that 'zoning' be removed from the scope of work, and that Recreational Uses be added to the Commercial and Non-Commercial Land Use.

Motion: To approve the Proposal to Develop a Specific Plan for the Convention Center Campus, with modifications to strike the word 'Specific Plan' and replace it with 'Master Plan,' configure the Committee with all five (5) CSAC Commissioners plus a liaison from the Planning Commission, strike the word 'zoning' from the scope of work, and add 'Recreational Uses' to the scope of work. (Made by Commissioner Brennan, Seconded by Commissioner Wilson)

AYES: Commissioners  
NOES: None  
ABSTAIN: None  
ABSENT: Commissioner Hinz

## PROJECT UPDATES

Director Niemer updated the Commission on the following:

The parking lot at the John Reginato River Access has been paved and a dedication ceremony is being planned.

Convention Center transition is underway and is going very well. Tenants who have rented the facility in the past few years have been contacted and approximately 70 dates have been booked.

Turtle Bay East Restoration Project is underway. In addition to work being done, two members of the California Conservation Corps are being trained as riparian restorers.

The Community Creek Clean-Up occurred on October 1, 2011, with approximately 230 volunteers at Henderson Open Space. This area is also an off-leash dog area.

Walk this Way to Turtle Bay recently took place with approximately 3,000 attendees.

The Convention Visitors Bureau Building has been leased to Venturehouse, Inc., a real estate and property management company. The tenant will be responsible for improvements within the building, which will be approved by City staff.

Staff is working to purchase a new bucket truck for the tree division, as the current truck does not meet emission standards, and has other mechanical issues that are beginning to require more maintenance. Community Services is partnering with the Solid Waste Division in this effort.

Lake Redding ADA projects will be getting underway and must be complete by the end of this fiscal year.

Fantasy Fountain project also has renewed interest. A preliminary concept and proposal have been prepared. Fund-raising is getting underway with hopes that project will be complete by June 2012.

Management Analyst Matt McCallum continues to work on the Recreation Management Software (RMS) implementation.

## COMMISSIONER COMMENTS

Chair McElvain requested that the task force for development of a Master Plan for the Convention Center Campus be separate from the Community Services Advisory Commission. Director Niemer advised that this would require two (2) agendas, two (2) notices, and two (2) meeting minutes.

Commissioner McCoach inquired about the Buckeye Disc Golf Course. Director Niemer advised that there has been some difficulty with a neighbor in the area who has been vandalizing the course. Redding Police Department has been involved, work has resumed on the course, and the plan is for the course to be completed by Spring 2012.

Commissioner McCoach inquired if there was funding available for tennis courts in the area of the Buckeye Disc Golf Course. Director Niemer responded that there is not funding at this time, but that there has been some discussion with Gateway Unified School District and the possibility of relocating the tennis courts in the future. Additionally, Enterprise Elementary School District has plans to construct tennis courts at Parsons Jr. High School. There is currently no instructor available for tennis lessons through the City of Redding Recreation Division.

Commissioner McCoach shared a brochure from the City of Folsom which is a map of the City including trails, where to shop, where to eat, and entertainment. Director Niemer responded that she would share it with the Shasta Cascade Wonderland Association.

## DIRECTOR COMMENTS

There were no Director comments.

## ADJOURNMENT

There being no further business, at the hour of 5:23 p.m. Chair McElvain declared the meeting adjourned.



\_\_\_\_\_  
Adam McElvain, Chair