

Community Services Advisory Commission  
Special Meeting  
Redding City Hall  
777 Cypress Avenue  
Redding, California  
September 18, 2008, 3:04 p.m.

## **MINUTES**

### **ATTENDANCE**

Community Services Advisory Commissioner Gerrine Peckenpaugh opened the meeting with the following commissioners present; Susan Hinz, Leona McCoach, Judy Salter and Jason Waybright.

Also present were Community Services Director Kimberly Niemer, Support Services Director Gerry Kersten, Park Superintendent Dan Cannon, Convention Center/Visitor Bureau Manager Chris Gonzalez, Tourism Officer Bob Warren, Community Projects Manager Terry Hanson, Community Projects Manager Chris Glover, Management Analyst Matthew McCallum and Executive Assistant Mari Szynal.

### **PUBLIC COMMENT**

Larry Regan requested that lights be installed in the small dog area at Benton Dog Park.

### **CONSENT CALENDAR**

The minutes from the regular meeting on July 9, 2008, and August 15, 2008, the monthly Recreation Division Activity Report, the Convention Center Activity Report, the Convention Center Calendar, the Convention Center Capital Projects List were presented.

**Motion:** To approve Consent Calendar. (Made by Commissioner Hinz, Seconded by Commissioner McCoach)

**AYES:** Commissioners Hinz, McCoach, Peckenpaugh, Salter and Waybright

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

## **ADOPT RECREATION STRATEGIC PLAN**

Director Niemer recalled that staff presented the draft of the Recreation Strategic Plan to the Commission in May and in July the Commission held a public hearing requesting comments on the Plan. With the *Parks, Trails and Open Space Master Plan* adoption in 2004 and opening three large facilities since then (Redding Aquatic Center, Big League Dreams, Redding Soccer Park), the adoption of a Recreation Strategic Plan is the next logical step.

This Plan provides a focus for the next three to five years on those core values which are related to physical activity, nutrition and asset building. There are more specific goals identified in the plan relative to age groups which we want to target - middle school, high school, more whole family recreation activities.

The Plan was prepared with assistance from several focus groups consisting of recreation program participants (parents), Recreation program staff, volunteer coaches, and our partners in the community. These focus groups, along with the Recreation management team, brought forward priorities for the next three to five years. This document is ready for final adoption.

The purpose of a strategic plan is to provide focus and prioritization to the activities of the division. The process of developing this plan has brought forward best practices in our profession and the perspectives of our participants, volunteer coaches, and community partners. The document will be a tool for measuring and evaluating our success collectively and individually.

Commissioner Salter inquired whether the City has ever compiled a listing of all the recreational opportunities in the community and the providers. Director Niemer observed that this is something which will occur with implementation of the Plan. This will allow them to see the gaps and overlaps.

**Motion:** To adopt Recreation Strategic Plan as presented to the Commission. (Made by Commissioner Waybright, Seconded by Commissioner Salter)

AYES: Commissioners Hinz, McCoach, Peckenpough, Salter and Waybright

NOES: None

ABSTAIN: None

ABSENT: None

## **CONSIDERATION OF PARTNERSHIP WITH BENTON DOG PARK ASSOCIATION ON PARK IMPROVEMENTS**

Director Niemer noted that the Benton Dog Park has a very loyal and committed following with the Benton Dog Park Association and they have advocated for improvement and amenities to the park. Community Projects Manager Glover is the department liaison to this group and will be presenting the following proposal.

Community Projects Manager Glover observed that the Benton Dog Park Association (BDPA) has prioritized the improvements which they would like to see at the Benton Dog Park. For the past 18 months the Association has been working diligently on performing small improvements - the most significant was installing a fence to create a small dog area. The item at the top of their list is to replace the current drinking fountain as well as run water into the small dog park.

The Parks Division is replacing drinking fountains in several parks this year and the Benton Dog Park fountain is on that list.

The BDPA has indicated the need for water in the small dog area, and has proposed tapping into the irrigation water line to provide a hose bib in that area. A short trench would be required to extend drainage to the existing drainage system. The BDPA has held fundraising efforts over the last several months and has agreed to contribute \$4,000 toward this project.

Commissioner Salter inquired into the quality of water which will be piped in for the dogs. Support Services Director Kersten assured the Commission that it has been the practice not to tie into irrigation lines for drinking fountains, although the water quality is not an issue. The water quality for the dogs is the same as drinking out of your garden hose at home.

Community Projects Manager Glover noted that this is an opportunity to upgrade the system at the Benton Dog Park by leveraging several resources.

**Motion:** To accept a grant from the Benton Dog Park Association and contribute \$2,000 from the Park Development Fund to improve the water supply at Benton Dog Park (Made by Commissioner Hinz, Seconded by Commissioner Waybright)

**AYES:** Commissioners Hinz, McCoach, Salter and Waybright

**NOES:** None

**ABSTAIN:** Commissioner Peckenpaugh

**ABSENT:** None

Commissioner Salter stated that she would recuse herself from consideration of the next item due to a conflict of interest.

## **CONSIDERATION OF PROPOSAL FOR COLUMBIA ELEMENTARY SCHOOL DISTRICT TO ACQUIRE UNDEVELOPED PARK SITE AT 685 SHASTA VIEW DRIVE**

Director Niemer recalled that last year Columbia School District Superintendent Frank Adelman brought a proposal to the Commission requesting us of the 6.41-acre City-owned parcel at 685 Shasta View Drive to extend their ropes course onto this undeveloped site. The property is located between Mountain View Middle School and The McConnell Foundation's parking annex. The Commission was amenable to a ten-year agreement and forwarded an offer to the school district that was not acted upon.

Columbia Elementary School District has since requested use of the property to relocate Columbia Elementary School to this location. The District prefers to have the Columbia Elementary campus adjacent to the Mountain View Middle School campus as these are the only two schools in the district.

The school board has approved a bond to go on the upcoming November ballot, which would fund construction of the site. The City tries to work with schools in accommodating the greater community need. However, there is a need for park land in this area.

Several years ago there were preliminary discussions with The McConnell Foundation regarding trading this parcel with some land they owned to the north and east of the school site on Hemingway. The Foundation was not interested at that time, however, it opened up discussion about other property they owned at the north end of the Lema Ranch.

Staff met with the Superintendent of Columbia Elementary School District and the CEO of The McConnell Foundation to discuss moving the park site to property currently owned by the Foundation and offering the current undeveloped park site to the school district.

Commissioner Hinz expressed concern that with many of the details are unknown at this point it would be appropriate to enter into a Memorandum of Understanding to outline the deal points which would need to be place to move forward with negotiations.

**Motion:** To amend the staff recommendation to indicate the negotiations move forward with no conclusion to the terms of a sale unless there is a replacement park consistent with the *Parks, Trails and Open Space Master Plan* standards for a large neighborhood park. (Made by Commissioner Hinz, Seconded by Commissioner Waybright)

AYES: Commissioners Hinz, McCoach, Peckenpaugh and Waybright

NOES: None

ABSTAIN: None

ABSENT: Commissioner Salter

## **CONSIDERATION OF LOCATION FOR NEW POLICE STATION ON THE CIVIC CENTER CAMPUS**

Community Services Director Niemer recalled that at the July 9, 2008, meeting the Commission requested that this topic be tabled until the September meeting so they would have an opportunity to walk the site in August and discuss the various options.

At their September 16, 2008, meeting the City Council noted their desire to site the new police station on the Civic Center campus. While their preference is the CalFire site, it is unknown when or if that site will be available and Council would like to explore the possibility of placing the new police station at South City Park. The City Manager has recommended \$700,000 be provided to replace the amenities which would be lost if the building were placed at this location. This amount was arrived at based on an estimate prepared by staff and would cover the replacement cost of new

playground equipment and safety surface; a new basketball court and four new lighted tennis courts. The cost of replacing the entire six acres would be in excess of one million dollars.

Commissioner McCoach inquired whether the Lake Boulevard project is in the same quadrant as South City Park. Director Niemer stated that they are in different quadrants and noted that because these would not be specifically marked as In Lieu funds, that the funds could be moved between quadrants. She also noted that the staff recommendation of siting these replacement amenities at the new Lake Boulevard location is open for discussion. Director Niemer noted her concern that if the amenities are split between several locations, the \$700,000 will not go as far. Commissioner McCoach expressed her preference that the funds remain in the Southwest quadrant.

Commissioner Hinz concluded that now is the time for the Commission to state their case. The recommendation to Council would need to include their preference for the location of the police station on the condition of several items. These items would include the \$700,000 for park amenities, staff space for the Recreation Division in the excess square footage and In Lieu fees or land for the six acres of park which will be lost if the police station is placed there. She stated the Council should be required to pay (just as any developer would) In Lieu fees or land - we are losing six acres of park. We have standards that are required of private developers, that should be required of the City Council. Reading from the *Parks, Trails and Open Space Master Plan*, she noted the Southwest quadrant ranks the highest in population with an estimated 38% of the city's total residents, yet only has 20% of the park facilities. It has the fewest recreational facilities and the level of service ratio is the lowest of all quadrants. The *Parks, Trails and Open Space Master Plan* clearly makes the case why we need an in kind, like kind, same or similar replacement for South City Park.

Council Member Murray expressed concern that the City treat itself similar to private development.

**Motion:** That two Commissioners draft a letter to City Council regarding the recommendation for the new police station. (Made by Commissioner Peckenpaugh, Seconded by Commissioner Hinz)

AYES: Commissioners Hinz, McCoach, Peckenpaugh, Salter and Waybright

NOES: None

ABSTAIN: None

ABSENT: None

Commissioner Waybright left the meeting at 4:15 p.m.

Director Niemer stated that she would leave the meeting during consideration of the next two items due to a conflict of interest.

## **CONSIDERATION OF PRELIMINARY PARK DESIGN AT SALT CREEK HEIGHTS SUBDIVISION**

Community Projects Manager Hanson recalled that at their April 11, 2007, meeting the Commission recommended: 1) a 13-acre park at this site; 2) conditions requiring the developer to design and construct the park with park fee credit; and 3) a contribution of \$250,000 to the City for trail development. The Commission's consideration of the conceptual design is necessary and desired before the Developer's engineer can prepare cost estimates and construction drawings. The conceptual design is the result of a collaboration between staff and the Developer and staff is recommending approval by the Commission. The plan provides for a separate soccer and baseball field, play equipment, two full-court basketball courts, a ball wall court, a restroom, a shade structure, on-site and connecting trails, adult court games such as bocce ball and horseshoes, drinking fountains, trash containers and open turf areas.

Commissioner Peckenpaugh noticed there is no parking designated and while people from the neighborhood may walk to the park, it has been her experience that at these type of parks you will often see six or seven cars lined up during the day when work crews stop by for lunch or others stop to walk on their way to or from running errands.

Community Projects Manager Hanson observed that an example of a neighborhood park which has a similar provision of public parking along a substantial street frontage is Mary Lake Park. In that situation the street parking does meet the need for patrons utilizing the park. The Commission has the option of requesting that a formal parking lot be added. This is not something staff would suggest in view of the abundant street parking available in the design.

Commissioner Salter inquired whether neighbors were polled for input into the park design. Community Projects Manager Hanson noted that this park site is isolated from neighbors. Even when the subdivision is fully developed the access is not a close proximity to the current homes, although there will be a trail connection. It is an option for the Commission to recommend that public hearings be held.

Tim MacLean of Sharrah Dunlap Sawyer (engineer for the project) noted that the amenities on the concept plan are based on the *Parks, Trails and Open Space Master Plan* as components of a large neighborhood park.

Community Projects Manager Hanson noted that the Commission recommended last April that the park be centrally located within the subdivision so that trail connectivity could be achieved with other subdivisions.

Commissioner Peckenpaugh noted her concern regarding the large power lines over a section of the park site. Community Projects Manager Hanson related that there is a similar situation in the Enterprise Community Park and it works when there is enough acreage to place the building amenities elsewhere.

Commissioner Hinz discussed the various amenities and requirements recommended by the Commission at the 2007 meeting to determine whether they were all met with this concept plan. She was satisfied that they are.

**Motion:** To recommend approval of the proposed concept plan for this park site. (Made by Commissioner Hinz, Seconded by Commissioner McCoach)

**AYES:** Commissioners Hinz, McCoach, Peckenpaugh, Salter and Waybright

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

### **UPDATE ON PARK DESIGN AT HIGHLAND PARK SUBDIVISION**

Community Projects Manager Hanson recalled that this project first came before the Commission in 2005 as the Glen Brook Subdivision. At that time the Commission recommended a park site within the adjoining city-owned land. In 2006, the Commission recommended the dedication of a seven-acre, on-site park after learning of the wetlands difficulties associated with the adjoining city-owned land. The developer agreed to the dedication and development of the 7-acre park site. This site is centrally located as it relates to final build out of all the neighborhoods in the area and connectivity to the already-completed Vista Ridge Park.

Since that time the economy for developing housing has changed dramatically. The developer is seeking to increase the number of standard single-family homes and reduce the number of higher density units close to the I-5 freeway. The developer has cited the cost of developing a sound wall for those units and their marketability as reasons for their new proposal. The developer has most recently indicated a willingness to consider affordable housing as a percentage of units in the project. The developer's new proposal provides for a different park site location, an alternative layout for the subdivision and a different mix of housing types.

Staff has brought this before the Commission as an informational item and is not requesting any action at this time. The developer, Jeb Allen of Palomar Builders, is present today and has requested an opportunity to address the Commission.

Jeb Allen noted they would like to place the project near the freeway and is requesting the Commission take a close look at the proposed site and ask any questions.

Commissioner Hinz inquired whether the new location would provide for the same amount of trails. Mr. Allen assured her it would.

Commissioner McCoach asked whether the new location would provide the same level of access to subdivision residents. Mr. Allen noted he had walked the site and it is only a short distance further to the location being proposed.

Community Projects Manager Hanson observed that with the change in park site location and a different mix of residential types, a new Environmental Impact Report (EIR) must be conducted, which will take a minimum of six months. There is no immediate need to vet all of the issues surrounding this park location, however, staff wanted to keep the Commission apprised of all the issues going on with this project.

Council Member Murray noted that the City Council received a letter signed by approximately 50 residents of the Hidden Hills subdivision, objecting to the park. He spent a Friday evening with Doug DeMallie from the Planning Department discussing their concerns. It is important that the Hidden Hills subdivision residents be kept apprised when there are meetings about any aspect of this park and its location.

Community Projects Manager Hanson noted there will be some additional hearings on the recirculation of the EIR and the Hidden Hills residents will be notified and have their opportunities to provide their comments to the Planning Commission.

Mr. Allen mentioned they have held three neighborhood meetings in the City Council chambers and prior to going before the Planning Commission they will hold another neighborhood meeting.

No action was required on this informational item.

## **REVIEW OF FIVE YEAR PARK CAPITAL IMPROVEMENT PLAN**

Management Analyst McCallum noted that the purpose of this update is to provide background information on the Parks Funds in preparation for a more detailed review of the Capital Improvement Plan (CIP) at the October Commission meeting.

City park development projects are funded by two main fee sources: Park In-Lieu Fees (collected as part of subdivision map approval process in-lieu of park land dedication) and Park Development Fees (collected as part of the building permit process).

Due to restrictions on the expenditure of Park In-Lieu Fees - they must be expended within the City quadrant where they are collected - and for budgetary purposes, each of these fees are collected, tracked and expended within their own unique funds. Park Development projects may also be supplemented by various grants and community donations. These revenues are collected, tracked and expended within a third fund specifically dedicated to grant sources.

In April 2008, the Department lowered Park In-Lieu and Park Development Fee collection projections for the out-years of the Capital Improvement Plan to reflect the weakening residential construction market. In June 2008, the Redding City Council declared a four-month deferral on fee collections - effective July 1 - in an effort to spur residential construction. To date, fee collections in the current fiscal year have been minimal, and it will be November before staff can determine whether fee collections are on pace with the revised estimates.

The residential construction market remains sluggish, and most national indicators suggest it will continue to do so through 2009, at the earliest. The City will likely see infill development and smaller-scale projects over this period, with large-scale developments delayed while waiting for the market to improve and the available inventory on the secondary home market to decrease.

Under these circumstances, the City's Park Development Fund can fully fund all the activities currently detailed on the CIP while maintaining a positive cash balance. Even under a very limited-growth scenario over the next two fiscal years, the likely result will be that the major expenditure projects will be delayed due to lack of developer activity, and the City should be able to generate sufficient fee revenue to cover its debt obligations.

Commissioner Salter inquired how the CIP relates to park maintenance costs. Director Kersten noted that the park maintenance budget comes out of the General Fund budget and is separate from the Park In Lieu or Park Development Funds.

Commissioner Salter then asked whether the Parks Division capacity is factored into the decision to build a new park or trail. Director Niemer observed that the Shastina Ranch park is contracted to be placed into a landscape maintenance district. This is a fairly new concept and that park is the first time we have set up that scenario.

Director Kersten noted that aside from the landscape maintenance districts, the parks division fights for the resources like everyone else budgeted through the General Fund. With every project that arises, they are being asked to do more with less.

Commissioner Salter further inquired whether, during the planning phase of a park or trail, the Parks Division provides input regarding exactly what it will cost to maintain the finished product. Director Kersten replied that when they are planning for the two-year budget cycle they look at what is coming on line and request the funds needed to perform that additional work. Like everyone else, they do not get everything they ask for. It presents challenges. Parks Superintendent Cannon noted that it is not just the personnel aspect, it is the supplies, the trucks, the equipment needed to perform the work which also needs to be increased.

No action was required on this informational item.

## **PROJECTS UPDATES**

Community Projects Manager Glover provided updates on the following projects:

### Rivercrest Park

40,000 SF of sod has been installed and the playground is ready to go. The fence has been installed and the fiber base placed. Staff is looking at an October opening.

### Creek Cleanup 2008

This third annual cleanup this year focused on Churn and Clover Creek on the east side of town and was very successful. Nearly 200 students from Simpson University volunteered

and approximately 30 tons were collected. The event organizers will reconvene on Monday to select the date for next year and discuss how to improve the event.

No action was required on these informational items.

**COMMISSIONER COMMENTS**

None.

**DIRECTORS' COMMENTS**

None.

**ADJOURNMENT**

There being no further business, at the hour of 5:30 p.m. Commissioner Peckenpaugh declared the meeting adjourned.

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Commissioner Peckenpaugh