



**AGENDA**  
PARKS AND RECREATION COMMISSION  
REGULAR MEETING  
WEDNESDAY, FEBRUARY 15, 2017  
7:00 P.M. PUBLIC MEETING/PUBLIC HEARING

CIVIC CENTER, CITY COUNCIL CHAMBERS  
14000 CITY CENTER DRIVE, CHINO HILLS, CALIFORNIA

This agenda contains a brief, general description of each item to be considered. Except as otherwise provided by law, no action shall be taken on any item not appearing on the agenda, unless the Parks and Recreation Commission makes a determination that an emergency exists or that a need to take immediate action on the item came to the attention of the Commission subsequent to the posting of the agenda. The Commission Secretary has on file copies of written documentation relating to each item of business on this Agenda available for public inspection in the Community Services office, in the public binder, located at the entrance to the Council Chambers, and on the City's website at [www.chinohills.org](http://www.chinohills.org), while the meeting is in session. Materials related to an item on this Agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the Community Services office at 14000 City Center Drive, Chino Hills, CA during normal business hours.

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in this meeting, please contact the Commission Secretary at (909) 364-2712, at least 48 hours prior to the start of the meeting, to enable staff to make reasonable arrangements. Thank you.

Speaker Cards – Those persons wishing to address the Commission on any matter, whether or not it appears on the agenda, are requested to complete and submit to the Commission Secretary a "Request to Speak" form available at the entrance to the Council Chambers. In accordance with the Public Records Act, any information you provide on this form is available to the public. You are not required to provide personal information in order to speak, except to the extent necessary for the Commission Secretary to call upon you. Comments will be limited to three minutes per speaker.

**PLEASE SILENCE ALL PAGERS, CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE THE MEETING IS IN SESSION.** Thank you.

**PARKS AND RECREATION COMMISSION MEMBERS**

ROBERT GANNON, CHAIR  
PATRICK HAMAMOTO, VICE CHAIR  
GREG HIGGINS  
BILL TAYLOR  
DAVE SELTZER

ANDREW CRUZ, EX-OFFICIO  
ALANA GARCIA, STUDENT MEMBER

JONATHAN MARSHALL  
COMMUNITY SERVICES DIRECTOR

MELISSA ARMIT  
COMMUNITY SERVICES SUPERVISOR

JESSICA GANDARA  
COMMUNITY SERVICES SUPERVISOR

**7:00 P.M. – CONVENE MEETING / ROLL CALL**

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**PUBLIC COMMENTS:** At this time, members of the public may address the Commission regarding any items within the subject matter jurisdiction of the Commission, whether or not the item appears on the agenda, except testimony on Public Hearing items must be provided during those hearings. Individual audience participation is limited to three minutes per speaker. Please complete and submit a speaker card to the Commission Secretary.

**COMMISSION BUSINESS**

1. Approval of January 18, 2017, Meeting Minutes

**STAFF PRESENTATIONS / COMMENTS** - *This portion of the Parks and Recreation Commission Agenda is for all matters where staff and public participation is anticipated. Individual audience participation is limited to three minutes. Please complete and submit a speaker card to the Commission Secretary.*

2. Torrey Pines Park
3. Winter Recreation Programming Recap
4. Update on Community Services Department Monthly Calendar of Events
5. Update on Community Services Construction Projects

**COMMITTEE UPDATES**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

MINUTES  
PARKS AND RECREATION COMMISSION MEETING  
January 18, 2017  
Chino Hills Government Center  
14000 City Center Drive, Chino Hills, California

CALL TO ORDER

Chair Bob Gannon called the Parks and Recreation Commission Meeting of the City of Chino Hills to order at 7:00 p.m.

ROLL CALL

PRESENT:	Chair	Robert Gannon
	Vice Chair	Patrick Hamamoto
	Commissioner	Greg Higgins
	Commissioner	Dave Seltzer
	Commissioner	Bill Taylor
	Student Member	Alana Garcia

ABSENT: Ex-Officio Member Andrew Cruz

ALSO PRESENT: Jonathan Marshall, Community Services Director  
Melissa Armit, Community Services Supervisor  
Jessica Gandara, Community Services Supervisor  
Michael Adams, Community Services Coordinator  
Vanessa Badosa, Community Services Coordinator  
Albert Cardenas, Community Services Coordinator  
Jesse Cortez, Community Services Coordinator  
Sarah Klose, Community Services Coordinator  
Janelle Ramos, Community Services Coordinator  
Kelly Witte, Community Services Coordinator

PLEDGE OF ALLEGIANCE

Commissioner Dave Seltzer led the Assembly in the Pledge of Allegiance.

PUBLIC COMMENTS

None.

COMMISSION BUSINESS

Approval of November 16, 2016, Commission Meeting Minutes

Commissioner Higgins stated that he did not second the motion to approve the name Bird Farm Park as stated in the Minutes. Motion was made by Commissioner Dave Seltzer and seconded by Commissioner Pat Hamamoto to approve the November 16, 2016, meeting minutes with correction. Motion carried unanimously.

## STAFF PRESENTATIONS / COMMENTS

### Donation for Dog Park Kiosk

Community Services Director Jonathan Marshall stated that the Dog Park for Chino Hills group is sponsoring a brick fundraising program to raise funds to pay for amenities at the dog park located in Vila Borba Park. The first amenity they propose is a kiosk to post lost and found pet flyers and special event flyers. The group brought a donation check to the City, for \$800, to pay for the materials and installation of the kiosk including a dedication plaque.

Motion was made by Commissioner Higgins and seconded by Commissioner Taylor to accept the donation money to be used for the kiosk. Motion carried unanimously.

### PUBLIC COMMENTS

Loretta Szudy of the Dog Park for Chino Hills group thanked the Commission for accepting the donation. She stated there will be a dog park event on February 25 from 10 a.m. to 3 p.m. and invited the Commission to attend. The event is a fundraising opportunity for the group to continue its mission of supporting the dog park, Priceless Pets, and other opportunities to help animals.

### Trails System Revisions

Director Marshall reviewed the current history of the trails revision project.

Community Services Coordinator Michael Adams reviewed each trailhead and their proposed revisions.

Motion was made by Commissioner Higgins and seconded by Commissioner Taylor to approve the revisions to the City trails system with one exception; the McCoy Center Trailhead to be renamed the McCoy Trailhead. Motion carried unanimously.

### Appoint Representatives to Various Committees

Director Marshall stated there are three committees available for Parks and Recreation representation: Healthy Hills Steering Committee, the Independence Celebration Committee, and the L.A. County Fair Committee. Chair Gannon recommended, and commissioners agreed, that the current committee representation remain the same. Commissioner Taylor to represent on the Healthy Hills Steering Committee; Commissioner Seltzer to represent on the Independence Celebration Committee; Chair Gannon to represent on the L.A. County Fair Committee.

### Fall Recreation Programming Recap

Community Services Supervisors and Coordinators recapped the highlights of Fall Recreation programs including Trick-or-Treat, Hiking activities, Celebrate the Family contest, Adult and Youth sports, and facility rentals.

### 2017 Parks and Recreation Agenda

Director Marshall reviewed the 2017 Parks and Recreation agenda calendar.

### Update on Community Services Department Monthly Calendar of Events

Community Services Coordinators, Sarah Klose and Janelle Ramos, reviewed the monthly calendar of events as follows.

- January 25<sup>th</sup> – Spring 2017 Recreation Guide & City News brochure mailing
- January 21<sup>st</sup> – Healthy Hills Wellness Fair
- January 29<sup>th</sup> – Special Needs Activity Programming Movie Matinee
- February 1<sup>st</sup> – Spring class registration begins
- February 9<sup>th</sup> – Student Government Day
- February 11<sup>th</sup> – Hike Your Heart Out
- February 14<sup>th</sup> – Active Adults Dance Showcase
- February 13 to 24 – Summer Day Camp Priority Registration

### Update on Community Services Construction Projects

Community Services Director Jonathan Marshall reviewed current projects.

- McCoy Equestrian Center
  - trail fencing replacement cost pending contract approval
  - McCoy barn rehab to begin at the end of the month
- Trails
  - Current agenda item
- Park in Los Serranos
  - "Bird Farm Park" name recommendation has been tabled by Council
  - 65% architectural plan to be submitted next week
- Pinehurst Park
  - park opening in April/May after 90 day maintenance period
- Community Center A/V Upgrade
  - to be completed by the end of February

### COMMITTEE UPDATES

Healthy Hills – Commissioner Taylor stated that the Health & Wellness Fair is coming up and Hike Your Heart Out is in February.

### COMMISSIONER COMMENTS

Student Member Garcia has really enjoyed being a part of the commission.

Commissioner Higgins thanked the Dog Park for Chino Hills group for their efforts and the donation for the dog park. He commended staff for their work on the trails map.

Commissioner Seltzer thanked staff for their efforts on the trails map update.

Commissioner Hamamoto commended staff on the program recap and the efforts on the trails map update.

Commissioner Taylor asked about the La Sierra Trailhead model. Coordinator Mike Adams gave an update on the timeline for installation. Commissioner Taylor also asked about the status of the paper map. Coordinator Adams reviewed the steps to be taken before revamping the paper map. Commissioner Taylor thanked staff for all its efforts in City programs. He also thanked local law enforcement for its efforts at the boat parade.

Chair Gannon gave kudos to staff for their efforts and to Director Marshall for the projects review. He also mentioned that trails maintenance would greatly increase this spring due to the amount of rain this season.

#### ADJOURNMENT

Chair Gannon adjourned the meeting at 8:54 p.m. to the next regular Parks and Recreation Commission Meeting on Wednesday, February 15, 2017.

Respectfully submitted,

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Emily Ortiz, Commission Secretary



# Parks and Recreation Commission

## STAFF REPORT

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DATE: FEBRUARY 15, 2017  
TO: PARKS AND RECREATION COMMISSION  
FROM: JONATHAN MARSHALL, COMMUNITY SERVICES DIRECTOR  
SUBJECT: TORREY PINES PARK

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### RECOMMENDATION:

Provide staff direction on what type of amenities to add to Torrey Pines Park.

### BACKGROUND/ANALYSIS:

Torrey Pines Park is a 3.2 acre park site that includes 2 acres of flat land located at 5011 Torrey Pines Drive. The attached map shows the existing park boundaries in yellow and the existing fault line in red. Due to the location of the fault line, habitable structures cannot be built within the park's boundaries. The park includes the following amenities:

- Covered Gazebo
- Restroom Building
- Picnic Tables
- BBQs
- Horse Arena
- 8 Parking Spaces
- Trailhead

Torrey Pines Park is one of the least used parks amongst the 44 park sites within the City. With the lack of use, the park has experienced ongoing vandalism including graffiti and extensive damage to the trail fencing that leads from the park, restroom, and gazebo. In addition, there is no indication that the horse arena is used.

To enhance the viability of the park and to increase appropriate uses, staff is requesting the Commission's input on the type of amenities that would be suitable to add to the park to make it more conducive for families to come and enjoy.

JM/eo

Attachment: Two Maps of Torrey Pines Park



U.S. Geological Survey, Alaska Department of Natural Resources, Arizona Geological Survey, California Geological Survey, Colorado Geological Survey, Idaho Geological Survey, Illinois State Geological Survey, Louisiana Geological Survey, Montana Bureau of Mines and Geology, Nevada Bureau of Mines and Geology, New Mexico Bureau of Mines and Mineral Resources, Texas Bureau of Economic Geology, and Utah Geological Survey, 2006, Quaternary fault and fold database for the United States, accessed DATE, from USGS web site: <http://earthquakes.usgs.gov/regional/qfaults/>, National Oceanic and Atmospheric Administration (NOAA), National Weather Service (NWS), Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

