

MINUTES  
PARKS AND RECREATION COMMISSION MEETING  
June 16, 2021  
City of Chino Hills

The Regular meeting of the Parks and Recreation Commission was held pursuant to Section 3 of Executive Order N-29-20 issued by Governor Newsom on March 17, 2020.

CALL TO ORDER

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

ROLL CALL

PRESENT:

Chair	Samantha James-Perez
Vice Chair	Jennifer Holtkamp
Commissioner	Robert Gavela
Commissioner	Greg Higgins
Commissioner	Al Jackson
Ex-Officio	R. Joe Schaffer
Student Member	Leila Issa

ALSO PRESENT:

Jonathan Marshall	Community Services Director
Melissa Armit	Community Services Supervisor
Alma Hernandez	Senior Management Analyst
Robyn Rogers	Commission Secretary

ABSENT:

PLEDGE OF ALLEGIANCE

Commissioner Higgins led the Assembly in the Pledge of Allegiance.

PUBLIC COMMENTS

Commission Secretary Rogers read an email from an anonymous resident stating there has been an epidemic involving tennis lessons taking place privately at Coral Ridge Park. The resident said coaches are being paid privately while teaching on public courts for 2 to 4 hours at a time and residents are unable to acquire court space. The resident requested something be done to allow residents to access the public courts.

COMMISSION BUSINESS

Approval of May 19, 2021 Commission Meeting Minutes

Commissioner Jackson amended the minutes to include the word “electric” in front of the word “bikes” on page 3 under Update on Community Services and Park Projects in paragraph 4.

Motion was made by Commissioner Higgins and seconded by Vice Chair Holtkamp to approve the May 19, 2021 minutes as amended.

AYES: Gavela, Higgins, Holtkamp, Jackson, James-Perez.

NOES:

ABSENT:

Motion carried.

Alternate Commission Meeting Date for July 2021

Commission Secretary Robyn Rogers briefed the Commission on the Alternate Commission Meeting Date for July 2021 staff report which is on file in the City Clerk’s office.

Motion was made by Commissioner Higgins and seconded by Commissioner Gavela to approve moving the July 21, 2021 meeting to July 22, 2021.

AYES: Gavela, Higgins, Holtkamp, Jackson, James-Perez.

NOES:

ABSENT:

Motion carried.

STAFF PRESENTATIONS / COMMENTS

Proposed Capital Improvement Program Budget for FY 2021-22

Senior Engineer Carl Hassel presented the Commission with the Proposed Capital Improvement Program (CIP) for FY 2021-22. The presented project summary included

public facilities, parks and open space, recycled water, sewer, storm drain, street, and water projects.

Student Member Issa said she is glad the Community Park parking lot is being expanded as it is hard to find parking.

Commissioner Gavela suggested sidewalk rehabilitation along Chino Hills Parkway between Peyton Drive and Pipeline Avenue. Mr. Hassel explained the sidewalk in that area is under CalTrans jurisdiction and said he will pass along the request.

Chair James-Perez said she would like to see lighting at the new pickleball courts.

Commissioner Jackson suggested placing a monument at Crossroads Park. Mr. Marshall said staff will look at signage for the park.

#### COVID-19 Update

Community Services Director Jonathan Marshall informed the Commission that all city facilities are now open. He said Council Chambers will open to the public on June 22, 2021. Commission meetings will be open to the public in July. Mr. Marshall said City staff will continue wearing masks unless Cal/Osha makes any changes. Finally, he said all amenities are open and staff is accepting gazebo reservations and facility bookings.

#### Spring Recreation Program Recap

Community Services Supervisor Melissa Armit updated the Commission on the Spring Recreation Program which included:

- Rec-to-Go
- Virtual Bingo
- Easter Egg-Citement
- Kids Night Out
- Pet's Best Trick
- Disguise our Leprechaun
- Spring Recreation Classes
- Youth Sports
- Stay at Home Art Project
- Water Conservation Design-A-Sign Contest
- Wellness Wednesday
- Plant a Flower Day
- Motivation Monday
- National Take a Walk in the Park Day

#### Update on Community Services Monthly Calendar

Community Services Supervisor Melissa Armit presented the Commission with the monthly calendar which includes:

- Recreation Classes
- Kids Night Out
- Summer Day Camp
- Water Wise Virtual Aquatics Program
- Concerts in the Park
- Movies in the Park
- Trails Challenge
- Chalk Art Contest

#### Update on Community Services and Parks Projects

Community Services Supervisor Melissa Armit informed the Commission of the Military Monument Flagpole project. The project was fully funded by donations with installation occurring in Fall 2021. Community Services Director Jonathan Marshall informed the Commission that the playground surfacing at Los Serranos Park will be completely replaced and will commence once school begins. He said the Vellano Park Trail overgrowth has been cleared. Mr. Marshall informed the Commission that Hope for the Hills Park will have a pathway installed for easier access to the tennis courts, and possibly all fencing removed for better access.

Chair James-Perez suggested reaching out to parents of children with special needs or special needs organizations to collaborate on amenities for Crossroads Park All-Inclusive playground, which was previously mentioned. Mr. Marshall said staff will reach out to a database of families with special needs children.

Commissioner Higgins suggested reaching out to AYSO as they have a VIP program for children with special needs.

#### COMMISSIONER COMMENTS

Ex-Officio Schaffer informed the Commission that the School District is awaiting updated guidelines from Cal/Osha regarding rulings for school sites. He said there will be a Board

Meeting tomorrow night with limited seating and masks will be required. Mr. Schaffer said he is disappointed that K-12 schools will require masks next year. He said many students are older than 12 and can be vaccinated so they should have the option not to wear a mask. August 9, 2021 is the first day of school and the district will provide information once it is received. Mr. Schaffer informed the Commission there will be a presentation of Trustee Voting maps at the Board Meeting. He said 3 options have been put forward with 2 election cycle options. For more information visit the School District website. Ex-Officio Schaffer said the District will continue to provide breakfast and lunch to students during the summer at 4 locations, which can be found on the District website. Chair James-Perez inquired if there will be in-person summer school, to which Mr. Schaffer confirmed and said session one has already started.

Commissioner Higgins thanked Mr. Hassel for the CIP Presentation. He thanked Ms. Armit for her presentations. Mr. Higgins said it is great news that the public can return to Commission meetings and said he is looking forward to Commissioner Jackson returning. Commissioner Higgins said he is excited the City is opening more programs.

Vice Chair Holtkamp thanked staff for their presentations. She said she is looking forward to welcoming the public back to meetings. Ms. Holtkamp updated the Commission on the Utility Box Art project. She said the next 6 utility boxes will be wrapped on June 24, 2021 bringing the total to 10 wrapped utility boxes, and she said she has map if anyone would like to see locations of the utility boxes.

Commissioner Gavela thanked staff for the information presented. He suggested using photos from previous contests for the Motivational Monday backgrounds. He also suggested moving food booths to a designated area with less foot traffic at Concerts in the Park. Mr. Gavela said he would like to see food trucks at Grand Avenue Park during adult soccer. Community Services Supervisor Armit said she will pass along the suggestion to staff. She said staff will check City Ordinances regarding food trucks. , She explained food trucks generally need a specific dollar amount or number of patrons to come to events. She explained Concerts in the Park has been challenging when placing food vendors and that a cutout was added along Eucalyptus Avenue to place food booths. Ms. Armit said there will be 5 food vendors and staff will continue to look at better areas for food booths.

Commissioner Jackson thanked staff for their great presentations. He inquired about the lineup for Concerts in the Park, to which Ms. Armit said the information is available online. Mr. Jackson asked if the City App can have the ability to show all hiking trails on one map. Ms. Armit said she spoke with staff regarding picture integration and a map. She said Mike Adams is working with Community Relations to further enhance the app. Mr. Jackson asked about the feasibility of making the Old Carbon Canyon fire road into a

hiking trail. Ms. Armit said staff is looking into options for converting the fire road to a City hiking trail. Commissioner Jackson requested signage at Crossroads Park.

Student Member Issa thanked staff for their updates and presentations, and said she looks forward to seeing everyone together next month.

Chair James-Perez thanked staff for their thorough and informative reports. She said the utility boxes look great and thanked Vice Chair Holtkamp and Commissioner Gavela for the Utility Box Art update. Ms. James-Perez inquired about Torrey Pines Park and issues reported by a resident via email. Community Services Director Jonathan Marshall said staff has contacted the resident and the Police Chief regarding issues at the park. He said there will be more patrol units in the area to prevent unlawful behavior. Chair James-Perez stated the area is currently in a heatwave and asked if there are local cooling center for residents with no air conditioning or during power outages. Ms. Armit informed the Commission that the library is a designated cooling center for the City. Chair James-Perez asked for an update on the McCoy Equestrian Center meetings. Ms. Armit said Phase 1 Neighbor to Neighbor meetings have begun and she has met with 4 English Road residents. She said she hopes to continue meeting with neighbors and will be scheduling a Community Meeting in the next few weeks. Mr. Marshall said staff would like to see activity at McCoy Equestrian Center as the City puts forth heavy resources to maintain the facilities and wants to see people to use them. He said more information will be presented at a future Commission meeting. Chair James-Perez requested a calendar of events for Commissioners to sign up and attend at the next meeting.

#### ADJOURNMENT

Chair James-Perez adjourned the meeting at 8:32 p.m. to the next regular Parks and Recreation Commission Meeting on Thursday, July 22, 2021.

Respectfully submitted,



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Robyn Rogers, Commission Secretary