



**CITY OF RED BLUFF
PARKS AND RECREATION ADVISORY
COMMISSION MINUTES**



Date of Meeting: February 14, 2023

Time of Meeting: 6:00 p.m.

Place of meeting: Red Bluff Council Chambers & (Zoom)
555 Washington Street
Red Bluff, California

Commissioners Present: Chair Jennifer Torres
Vice Chair Vici Miranda
Austin Shilts (Zoom)
Matt Stinson (Zoom)
Sophia Drugovich

Councilmembers Present: Mayor Kris Deiters
Patrick Hurton

Staff Present: Tom Westbrook, City Manager and Community Development Director
Karen Shaffer, Community Center/Recreation Supervisor

Chair Torres called meeting to order at 6:00 p.m.

A. PLEDGE OF ALLEGIANCE

Chair Torres led the Pledge of Allegiance.

B. CONFLICT OF INTEREST DECLARATION:

Chair Torres asked if anyone had any special interest in any of the issues on the agenda: None.

C. CITIZENS COMMENT: None

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D. CURRENT BUSINESS

1. **Approval of Minutes:** January 10, 2023, MSC Miranda/Shilts 4-0-0.
2. **Introduction of Student Commissioner:** Chair Torres introduced Student Commissioner Sophia Drugovich. Torres asked Drugovich to tell us a little about herself. Drugovich stated that she is a Junior at Red Bluff High School and currently works for the City's Park and Recreation Fun Zone.
3. **Election of Officers:** Chair Torres nominated Commissioner Miranda for Vice Chair. Drugovich seconded the nomination. Miranda nominated Torres for Chair. Shilts seconded the nomination. MSC 5-0-0.
4. **Discussion of Adopting Bylaws:** City Manager and Community Development Director Tom Westbrook stated that he couldn't find any bylaws that represent the Parks and Recreation Commission. There is a portion of the City's Municipal Code that does mention the Parks and Recreation Commission. It does provide some guidance. Westbrook projected the ordinance on the screen for everyone to read. Westbrook stated the next step for the Commissioners is to make a recommendation to City Council for staff to create bylaws. Chair Torres stated she would like more time to read through the municipal code before making a recommendation. Vice Chair Miranda suggested we ask the Planning and Airport Commissions if they would agree with adopting bylaws. Miranda made a motion to table this until March 14, 2023 meeting so that we can ask the Planning and Airport Commissions if they would like to join forces in creating bylaws. Shilts seconded the motion.
Discussion: Miranda asked if one of the Parks and Recreation Commissioners should approach the other commissions to ask if they would like to adopt bylaws. Shilts volunteer to attend the Planning Commissioners meeting Feb. 28th. Torres volunteered to approach the Airport Commission, March 8th, 5:30.
MSC 5-0-0.
5. **Red Bluff River Park Rehabilitation Project:** Westbrook asked that the Commissioners approve two commissioners to review the Request for Proposals (RFP) for Landscape Architect and Engineering Design Services for the Red Bluff River Park Rehabilitation Project. Selected Parks and Recreation Commission members, along with City staff, will review all RFP's submissions and make a recommendation of the design firm for this contract to the City Council. Vice Chair Miranda and Commissioner Shilts volunteered.

E. Old Business:

1. **Replacement of Peach Trees at River Park:** Vice Chair Miranda gave a little history of who and where the peach trees were planted. The Bonham family has asked to have the O'Henry Peach trees replanted. Chair Torres asked who would pay for the trees? Shaffer stated she would look at the budget to see what funds would be available for this project. She will also ask Park Maintenance to look at the cost of replacing the drip system. Miranda stated she would get a price for the trees.

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2. Commissioner's Report to City Council:

- March 21, 2023 -Miranda
- April 18, 2023 – Shilts
- May 23, 2023 - Drugovich

F. STAFF REPORTS

- Shaffer reported that Spring Volleyball registration will close Feb. 17th.
- The Cool Club Valentine's Dance was Feb. 9th. Over ninety people attended.
- Overland Post adopted Trainor Park for a clean up Feb. 12th. It was very successful.
- Fun Zone has about 27 kids registered for February Break starting February 21 through 24th.

G. COMMISSIONER COMMENTS:

- Commissioner Stinson reported on Vista Preparatory softball tryouts. Those that don't make the team are encouraged to participate in the Jr. Giants program.

Chair Torres adjourned the meeting at 6:32 pm.

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