



# **CITY OF RED BLUFF**

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## **PARKS AND REC COMMISSION MINUTES**

Tuesday, July 11, 2023  
Council Chambers, City Hall

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Jennifer Torres	Commissioner	Excused	
Austin Shilts		Present	6:00 PM
Matthew Stinson		Excused	
Vici Miranda		Present	6:00 PM
Sophia Drugovich		Present	6:00 PM

### **STAFF PRESENT**

#### **Staff Present:**

Tom Westbrook, City Manager  
Karen Shaffer, Parks & Rec Supervisor  
Anita Rice, Deputy City Clerk

#### **Councilmembers Present:**

Mayor Kris Deiters  
Councilmember Pat Hurton

### **Pledge of Allegiance**

Vice Chair Miranda led the assembly in the pledge of allegiance.

### **Conflict of Interest Declaration**

No conflicts on interest were declared.

### **Citizen Comment**

Mayor Deiters thanked the commission for their participation.

### **Approval of Draft Minutes**

## 2. Parks and Rec Commission - Regular Meeting - Jun 13, 2023 6:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Austin Shilts, Matthew Stinson
<b>SECONDER:</b>	Sophia Drugovich
<b>AYES:</b>	Shilts, Miranda, Drugovich
<b>EXCUSED:</b>	Torres, Stinson

### Regular Agenda

These items include significant financial and administrative actions of special interest that are usually approved individually by a majority vote. The Regular Agenda also includes noticed hearings and public hearings. The deadline for items to be placed on the City's agenda is 5:00 p.m. on the preceding Tuesday, unless a holiday intervenes.

None

### Parks and Rec Commission Comments

Vici reported that the band and Soroptimist have joined together at the River Park. Strawberry shortcake and other foods were served.

Sophia reported that Fun Zone is going well and that next week they will be moving to full day at the Community Center. She stated that they have a lot of fun activities planned.

### Updates from Staff

#### Parks & Recreation Updates; Supervisor Karen Shaffer

Karen reported that 132 students enrolled 60 actually attending, schools are paying for enrollment. Not all 132 students come at a time. The entrance numbers are up at the pool this year. Entrance fees are free for all kids this year thanks to Active 20/30, Rotary, Kiwanis, and the Konor W. Fleharty Memorial Scholarship Fund. They are all paying the entrance fees this year. Fall softball registration will open in August.

#### Discussion of Commission Bylaws; City Manager Tom Westbrook

City Manager Tom Westbrook stated that City Council agreed to initiate the process of creating bylaws for all the commissions. Staff decided to structure a body that can be utilized by all three commissions. He will bring the draft to each respective commission before taking the proposed bylaws to City Council. Vici commented that she thinks this will help obtaining new members for all commissions. People will be able to get a better understanding of their roles as commissioners. Westbrook agreed.

#### Red Bluff River Park Rehabilitation Project; City Manager Tom Westbrook

City Manager awarded design contract to Melton Design Group. MDG will conduct a survey of the Park next Tuesday. The survey will create a base map to

of all the improvements to the Park. They will use the Parks and Recreation Commission to disclose the plan to the public. City Council and other commissions will be invited. After MDG has the final design and public input, they will create construction documents so that the project can go out to bid. The timeline is still Dec. 2023/Jan. 2024 to go out to bid. Construction is scheduled to commence in the spring. Staff has been asked to let people who use the Park for events to have a back up plan due to construction.

**Scheduled Commissioner Reports to Council (7/18/23); Austin Shilts**

**Adjournment**

6:12

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, Mayor

ATTEST:

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Anita Rice, Deputy City Clerk