



## **PARK AND RECREATION COMMISSION MINUTES**

Monday, January 30, 2023, 6:30 P.M.  
Art Pick Council Chambers – City Hall  
3900 Main Street, Riverside, CA 92522  
Virtual Meeting – Live Webcast

Commissioners Present: Chair, Daniel Jester, Ward 1  
Cecelia Fairfax, Ward 2  
Andrew Guerra, Jr., Ward 3  
Vice Chair Matt Friedlander, Ward 4  
Patrick Taber, Citywide, Ward 4  
Joseph Feola, Citywide, Ward 4  
Arthur Santore, Ward 5  
Rakel Engles, Ward 7

Department Staff Present: Pamela Galera, Director  
Randy McDaniel, Deputy Director  
Noemi Lopez, Deputy Director  
Kyle Raphael, Park Superintendent  
Sandra Campbell, Senior Administrative Assistant

### **CALL TO ORDER**

Chair Jester called the meeting to order at 6:30 p.m.

### **PUBLIC COMMENT**

- 1. To comment on any matters within the jurisdiction of the Park and Recreation Commission, you are invited to participate in person or call at (669) 900-6833 and enter Meeting ID: 926 9699 1265. Press \*9 to be placed in the queue to speak. Individuals in the queue will be prompted to unmute by pressing \*6 when you are ready to speak.**

**To participate via ZOOM, use the following link: <https://zoom.us/j/92696991265>, select the "raise hand" function to request to speak. An on-screen message will prompt you to "unmute" and speak.**

Mike Futrell, new City of Riverside City Manager - introduced himself and thanked the Commissioners for representing Parks and Recreation.

## **APPROVAL OF MINUTES**

### **2. PARK AND RECREATION COMMISSION MEETING: NOVEMBER 21, 2022**

Chair Jester pointed out a typographical error on area of Commissioners Present, Chair Jester's Ward stated Ward 5, the correction would be Ward 1. Upon that correction, a motion was made to approve the minutes for the November 21, 2022, meeting.

Motion: Feola  
Second: Santore  
Ayes: All

## **DISCUSSION**

### **3. PARK MAINTENANCE 311 PROCEDURE UPDATE**

Park Superintendent Raphael presented the Park Maintenance 311 Procedure update to the Commission. Director Galera reviewed the Strategic Plan Alignment Presentation Slide.

Commissioner Santore made a statement that the parking lot at Doty Trust Park needs improvement.

Chair Jester stated these were valid concerns but not the correct agenda item to bring up for this topic discussion.

Chair Jester asked fellow commissioners if they actively use the 311 service.

All commissioners raised hands.

Chair Jester stated he uses the 311 system and considers it the responsibility of all Commissioners and citizens.

Chair Jester asked a question regarding the Future of Parks slide in the presentation, what was considered the biggest barrier for the Parks department to achieve the future goal of a prompt service system.

Park Superintendent Raphael stated the hardest part is assigning work to staff. Because of the staff shortages, scheduled items may take longer due to the number of incidents that occur. Safety issues are the number one priority.

Chair Jester inquired if all wiring, infrastructure, landscaping, structures, and playgrounds fall under the responsibility of the Parks and Recreation Department and if it falls under any other city department.

Park Superintendent Raphael stated correct.

Chair Jester stated he was looking for opportunity for partnership with other organizations within the city that could take on some of those items.

After discussion, a motion was made to accept the report for file.

Motion: Feola  
Second: Friedlander  
Ayes: All

#### **4. PUBLIC WORKS URBAN FORESTRY POLICY MANUAL UPDATE**

Public Works – Landscape Maintenance, Urban Forester Manager, Robert Filiar presented the update of the Urban Forestry Policy Manual.

Vice Chair Friedlander commented on the number of historic trees, massive trees, and a hollow tree, stated that discussions have been made on damage done by Contractors and how the new manual will be a giant help.

Chair Jester inquired if there were more than one historically significant tree in the city of Riverside. He stated that he is aware of the most famous tree and found it interesting that there are more.

Deputy Director McDaniel referenced that White Park is a landmark based on the native trees that are there.

Chair Jester stated that the work that Urban Forestry has done is noticed by every person invited to Riverside. It is a wonderful way to attract people to our city.

Vice Chair Friedlander inquired about the number of trees throughout the city.

Urban Forester Manager Robert Filiar stated throughout the city well over 1 million that will include private trees.

After discussion, a motion was made to accept the presentation.

Motion: Friedlander  
Second: Guerra, Jr.  
Ayes: All

#### **ANNOUNCEMENTS, MEETING DATES, AND COMMISSION REQUEST**

##### **5. ITEMS FOR FUTURE PARK AND RECREATION COMMISSION CONSIDERATION AS REQUESTED BY COMMISSIONERS AND/OR CITY STAFF**

Vice Chair Friedlander requested an update on Reid Park sanitation regarding the Little League group concerns.

Commissioner Guerra, Jr. requested an update on the Adopt-A-Park program.

The next Park and Recreation Commission meeting is scheduled for Monday, March 20, 2023, at 6:30 p.m.

Chair Jester adjourned the meeting at 7:00 p.m.