



*City of Arts & Innovation*

**MINUTES  
PARK AND RECREATION COMMISSION**

Monday, June 18, 2018, 6:30 p.m.  
Art Pick Council Chambers – City Hall  
3900 Main Street, Riverside, CA 92522

Commissioners Present: Cardullo, Negron, Elliot, Feola and Humphreys

Commissioners Absent: Whatley, Rounds and Johnson

Staff Present: Adolfo Cruz, Director  
Robin Metz, Recreation and Community Services Superintendent  
Andrew Emery, Park Superintendent  
Randy McDaniel, Principal Park Planner/Project Manager  
Mayra Ocampo, Administrative Analyst  
Jennifer Velasco, Sr. Administrative Assistant

**CALL TO ORDER**

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

**CITIZENS PARTICIPATION**

**1. PUBLIC COMMENT PERIOD**

There were no public comments during the meeting.

**2. APPROVAL OF MINUTES**

The Commission approved the minutes for the May 21, 2018, meeting as presented.

Motion: Humphreys  
Second: Elliot  
Ayes: All

**DISCUSSION**

**3. PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT QUARTERLY  
REPORT, JANUARY – MARCH 2018**

Director Cruz presented the Quarterly Report for January through March 2018.

Commissioner Cardullo congratulated the department on the awards received.

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

Motion: Elliot  
Second: Humphreys  
Ayes: All

## **DISCUSSION**

### **4. PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT PARK ADVISORY GROUP POLICY**

Director Cruz shared that Department should have a policy in place.

Commissioner Cardullo inquired if there is a staff person that oversees the groups.

Director Cruz mentioned that it depends on the park, but each will have a Recreation Services Coordinator as a liaison.

Commissioner Cardullo also inquired if groups can establish a nonprofit on their own.

Director Cruz confirmed that some of the groups will raise funds and therefore becoming a nonprofit would be beneficial; and confirmed that groups will become nonprofit on their own and not under the City's umbrella.

Commissioner Elliot recommend Department add language to policy to enforce the nonprofit status if fundraising will be conducted by group.

Chair Cardullo inquired if the advisory groups will have their own volunteers.

Director Cruz confirmed that all volunteers will be fingerprinted by the City for all liability purposes.

After discussion, a motion was made to accept the report for file and to present to the Community Services and Youth Committee.

Motion: Humphreys

Second: Negron  
Ayes: All

## **DISCUSSION**

### **5. PROPOSED REVISION OF RIVERSIDE MUNICIPAL CODE 9.08.110 PARK HOURS AND CLOSURE TO STATE CLOSING TIME IS 10 P.M. TO 5 A.M.**

Direct Cruz presented the item. He confirmed that in 2016 Park hours were half hour after sunset and half hour before sunrise. Changes to be made is to adjust the hours to read 10 P.M to 5 A.M. and Undeveloped Parks hours will be half hour for sunrise and half hour be sunset.

Commissioner Cardullo inquired if Mt. Rubidoux is an undeveloped park.

Direct Cruz confirmed that Mt. Rubidoux is an undeveloped park.

Commissioner Humphreys inquired if the restrooms will open at 5 A.m.

Park Superintendent Emery mentioned that the restrooms for the parks will open at 9 A.M.

Commissioner Elliot inquired how the time would be enforced.

Direct Cruz mentioned it will give the Police Department authority to enforce.

Commissioner Negron requested new the park hours be added to quarterly activity guide.

Direct Cruz confirmed that once hours are approved the activity guide will reflect such hours.

Commissioner Humphreys inquired if new signs will be from operating budget and what the cost would be.

Park Superintendent Emery mentioned that the signs cost are around \$50 each.

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

Motion: Feola  
Second: Elliot  
Ayes: All

### **6. UPDATE ON THE PARKS MASTER PLAN PROJECT**

Principal Park Planner McDaniel presented the item and confirmed the Draft is continued to be worked on through August.

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

Motion: Elliot  
Second: Humphreys  
Ayes: All

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

Director Cruz thanked Commissioners Cardullo and Feola for attending the Live Steamers' annual BBQ at Hunter Hobby Park on Tuesday, June 12.

Commissioner Negrón encouraged everyone to attend and support the Riverside National Cemetery Firework Show on the 4<sup>th</sup> of July

### **7. ADJOURNMENT**

Chair Cardullo adjourned the meeting at approximately 7:05 p.m. The next meeting will be held on Monday, July 16, 2018, at 6:30 p.m., at Art Pick Council Chambers, 3900 Main Street.