



Riverside County
Regional Park & Open-Space
District Advisory Commission Meeting



Thursday, July 10, 2025
A G E N D A

Park District
Headquarters
4600 Crestmore Road
Jurupa Valley, CA 92509
951/955-4310

Meeting Location:
Park District HQ, Riverfront Room
4600 Crestmore Road
Jurupa Valley, CA 92509

DISTRICT ADVISORY COMMISSION MEETING – 1:30 PM

1.0 Call to Order

2.0 Pledge of Allegiance to the Flag

3.0 Roll Call

4.0 Approval of Minutes – Action

4.1 Job Code 2025-09

Approval of Minutes of May 1, 2025.

5.0 Special Recognition – Informational

5.1 NACPRO 2025 Marketing Award

5.1.1. Outstanding Achievement in the Field of Parks & Recreation
Putting People First Careers with RivCoParks

5.2 County of Riverside, Riverside County Board of Supervisors

5.2.1. Supporting Fathers

5.3 California Legislature Assembly

5.3.1. DADs Day & Movie Night Sponsorship

6.0 Public Comments

*A three-minute limitation will apply to each member of the public who wishes to address the Commission on a matter not on the agenda. No member of the public is allowed to “share” his/her three minutes with any other member of the public. (Usually, any items received under this heading are referred to staff for further study, research, completion and/or future Commission action.) Any person wishing to address the Commission on any matter, whether or not it appears on this agenda, is requested to complete a **Request to Speak form** available from the Recording Secretary. The completed form is to be submitted to the Secretary prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the Commission in writing and only pertinent points presented orally.*

7.0 Fish and Game Related Business

7.1 Fish & Game Trust Fund – Informational

The Park District will give a financial update on the Fish & Game Trust Fund.



If you require reasonable accommodations for this meeting,
call Park District Headquarters at 951-955-4398 at least 72 hours before the meeting.

8.0 Off-Highway Vehicle Recreation (OHVR) Related Business
(NO BUSINESS)

9.0 Old Business

9.1 CIP Trails Update – Informational
Gaby Adame, Bureau Chief

10.0 New Business

10.1 2026 Meeting Calendar – Action
Job Code: 2025-10

The District Advisory Commission will be asked to approve the 2026 meeting calendar

10.2 Election of Chair of the District Advisory Commission for 2025/26 – Action
Job Code: 2025-11

The District Advisory Commission will be asked to elect a Chair for 2025/26

10.3 Election of Vice Chair of the District Advisory Commission for 2025/26 – Action
Job Code: 2025-12

The District Advisory Commission will be asked to elect a Vice Chair for 2025/26

10.4 2025-2026 Work Plan – Receive and File
Job Code: 2025-13
Robert Williams, Bureau Chief

11.0 Tentative Future Agenda Items

11.1 Workshop Refresh for Commissioners on their roles on the DAC

11.2 Park Foundation Update (mid/late 2025)

11.3 RivCo Trails Update

12.0 Commissioners Report – Informational

13.0 Park District Status Reports – Informational

13.1 Miscellaneous Items of Interest
Kyla Brown, General Manager

14.0 Next Meeting

September 4, 2025, 1:30 p.m. Idyllwild Nature Center – 25225 Highway 243, Idyllwild, CA 92549
(date and/or location subject to change).

15.0 Adjournment



If you require reasonable accommodations for this meeting,
call Park District Headquarters at 951-955-4398 at least 72 hours before the meeting.



STAFF REPORT



Agenda Item No. 9.1

Date: 07/10/2025

Prepared by: Gaby Adame, Bureau Chief
For: District Advisory Commission
Subject: CIP Trails Updates
Recommendation: Informational

Background:

PROJECT

PK-9746: SART Phase 2A, 2B, and 3A: Approximately 3.4 miles of trail collectively called the SART Rincon Street to Prado Spillway Segment. This phase is being managed by Riverside County Transportation Commission (RCTC).

- Pending 95% construction documents pending finalization after final environmental documents completed.
- Environmental documents published Thursday, April 24 and completed May 24, 2025. Comment letters were submitted by outside agencies which will be responded to and published in the Final IS-MND.
- Project funded up to 100% design, permits, and environmental

PK-9601: SART Phase 3B: Approximately 0.65 mile long segment adjacent to the Prado Dam. This phase is being managed by United State Army Corps of Engineers as it is incorporated into the much larger Prado Dam Spillway Project.

- Environmental documents published Thursday, April 24 and completed May 24, 2025. Comment letters were submitted by outside agencies which will be responded to and published in the Final IS-MND.
- Received initial construction cost estimate for project from United States Army Corps of Engineers at \$7.2 million. Construction schedule potential change due to lack of federal funding allocation for Pado Spillway Project.

PK-9710: SART Phase 6: Approximately 1.71 mile segment of trail also called the Pinch Point as it is a segment where Riverside, Orange, and San Bernardino Counties converge and this project touches all three counties.

- 95% Construction Documents
- Environmental documents completed (IS-MND) and published Thursday, April 24
- \$9.2M Santa Ana River Coastal Conservancy grant application approved by state commission in November 2024. Grant will fund acquisition of right of way/easements and trail. Does not include funding for two bridges.
- \$25.2M Railroad Crossing Elimination Grant not approved
- Applied for \$25M RAISE Grant, a federal grant that will potentially fund the construction of the bridge over the BNSF railroad and bridge over Aliso Creek. No update as of June 2025.

PK-ARPA010: Santa Ana River Trail Wayfinding Signage Program Project: Installation of over 300 signs along the Santa Ana River Trail in the Cities of Riverside, Corona, Eastvale, and Norco.

- Construction 95% complete

- Ribbon cutting ceremony May 9, 2025 was very successful and attended by many partner agencies.

PK-8150 Box Spring Signage Program: \$25K grant received to install wayfinding and interpretive signs in the Box Spring Mountains Reserve

- Currently going through selecting sign placement locations
- Working with UC Riverside for content creation.
- Installation fall/winter 2025



STAFF REPORT



Agenda Item No. 10.1

Date: 07/10/2025

Job Code: 2025-10

Prepared by: Annie Luciano, Executive Assistant
For: District Advisory Commission
Subject: 2026 District Advisory Commission Meeting Calendar
Recommendation: Approve 2026 Meeting Calendar

Background: The District Advisory Commission meets on the first Thursday in the months of January, March, May, July, September, and November in various locations throughout the County. However, dates and locations are subject to change on approval of the District Advisory Commission Chair.

The commission has expressed interest in holding workshops and doing site tours in conjunction with meeting dates. The times for the meetings below may be adjusted to account for adding those activities to any meeting dates based upon the sites listed and the interests of the commission. ** Denotes recommendations by staff for workshop considerations.

January 8, 2026 1:30 p.m. – 3:30 p.m. (approximate) NOTE: date change due to New Year's Day	Gilman Ranch** 1901 West Wilson Street Banning, CA 92220	District 5
March 5, 2026 10:00 a.m. – 11:30 a.m. (approximate)	Mayflower Park (Maintenance Building) 4980 Colorado River Road Blythe, CA 92225	District 4
May 7, 2026 1:30 p.m. – 3:30 p.m. (approximate)	Santa Rosa Plateau 39400 Clinton Keith Road Murrieta, CA 92562	District 3
July 9, 2026 1:30 p.m. – 3:30 p.m. (approximate) NOTE: date change due to 4th of July	Hidden Valley Nature Center** 11401 Arlington Avenue Riverside, CA 92505	District 2
September 3, 2026 1:30 p.m. – 3:30 p.m. (approximate) NOTE: Labor Day Sept. 7, 2026	Idyllwild Nature Center** 25225 Highway 243 Idyllwild, CA 92549	District 4
November 5, 2026 1:30 p.m. – 3:30 p.m. (approximate)	Park District Headquarters 4600 Crestmore Road Jurupa Valley, CA 92509	District 1

***All locations tentative pending availability.**



STAFF REPORT



Agenda Item No. 10.4

Date: 07/10/2025

Job Code: 2025-13

Prepared by: Robert Williams - Bureau Chief

For: District Advisory Commission

Subject: 2025/26 Work Plan

Recommendation: Receive and File the 2025/2026 Annual Work Plan

Background:

Each year, the District's executive team develops a comprehensive Work Plan that aligns with the fiscal year budget and supports the District's overall goals and objectives. In celebration of the District's 35th anniversary, this year's Work Plan theme highlights the ribbon cuttings of several major projects scheduled for completion. Program goals for all divisions were also created to align with the 2023 update of the District Strategic Plan, as well as Key Performance Indicators and the Balanced Scorecard.

On May 1, 2025, the Commission approved the 2025–26 Tactics, which have been integrated into the Work Plan and will be monitored throughout the year for progress.

Recommendation: Receive and File the 2025-26 Work Plan.



Agenda Item No. 13.1

Date: 07/10/2025

Prepared by: Kyla Brown, General Manager

For: District Advisory Commission

Subject: Miscellaneous Items of Interest

1. Fish & Game Fund No new activity.
2. Legislative Watch [AB 1358](#) has been tabled.
3. Outdoor Equity Since May 2025, RivCoParks has utilized Outdoor Equity Funds to host 5 special events, providing over 1,350 individuals with free access to recreational opportunities at regional parks, nature centers, and historic sites. The District celebrated the 50th Anniversary of Box Springs Mountain Reserve, partnered with multiple local agencies on the ribbon cutting ceremony for the Santa Ana River Trail Signage project and collaborated with the Department of Social Services to host a Wellness Run for over 200 County employees.

Attendance at Outdoor Equity Events was as follows:

EVENT	LOCATION	ATTENDANCE
SART Ribbon Cutting	Martha McLean-Anza Narrows Park	75
Outdoor Explore	Hurkey Creek Park	250
Wildflower Festival	Idyllwild Nature Center	778
Box Springs 50th	Box Springs Mountain Reserve	75
Nature Fest	Lake Skinner Recreation Area	200

Additionally, 12 library passes were utilized throughout the District and 31 Disabled Veterans Passes were issued by Guest Services.

Board of Supervisors/Directors Actions

DATE
05/20/25

M.O.
3.4

SUBJECT

[EXECUTIVE OFFICE: Adoption of Ordinance No. 995 Establishing an E-Bike Safety Ordinance in Unincorporated Communities; Not a Project under CEQA per State CEQA Guidelines Section 15378 or CEQA Exempt per Section 15061 \(b\)\(3\); All Districts.](#) [\$0]

16.1

[Approve the Partnership Certification Agreement between the National Park Service and Riverside County Regional Park and Open-Space District; District 1.](#) [\$0]

06/10/25	2.1	SUPERVISOR CHUCK WASHINGTON: Appointment of Jeffery Harmon to the Historical Commission, Third District [\$0]
	3.6	BOS DISTRICT 4: Approve the Fourth District Unincorporated Communities Initiative Project and Direct the Executive Office to pay \$500,000 from the Unincorporated Communities Fund to Riverside County Regional Park and Open-Space District to support additional improvements for Lake Cahuilla, District 4. [\$500,000 Total Cost – 100% District 4 Unincorporated Communities Initiative/General Fund] (4/5 Vote Required)
	16.1	Authorize the Purchasing Agent to issue a Purchase order to Al's Kubota Tractor, Lawnmower, & Saw, Inc for the purchase of one (1) Utility Cab Tractor in the amount of \$74,360.13; District 3 [\$74,360.13 – Multi-Species Reserve Fund 25540 100%]
06/09/25	1.1	EXECUTIVE OFFICE: Presentation of Fiscal Year 2025/26 Recommended Budget for Approval and Opening of Budget Hearing
06/24/25	2.14	Internal Audit Report 2025-309 Riverside County Regional Park and Open Space District, Follow-up Audit [District: All]; [\$0]
	3.5	EXECUTIVE OFFICE: Approval of Fiscal Year 2025/26 Budget Amendments & Resolution of Adoption, All Districts. [Total Appropriations - \$10,273,774 - 27% General Fund and 73% departmental revenues]
	16.1	Receive and File the 2024-25 Annual Report for the Riverside County Regional Park and Open-Space District Advisory Commission; All Districts. [\$0]
	16.2	Adoption of Resolution No. 2025-004 for the Riverside County Regional Park & Open-Space District Advisory Commission. [\$0]

Calendar of Park District Events:

The [2025 Event Guide](#) has been published on our website. Upcoming events include:

August 16, 2025	Butterfly Daze (Idyllwild Nature Center)
September 6, 2025	Fall Fest (San Timoteo Canyon School House)
September 28, 2025	Wonders of the Watershed (Rancho Jurupa Regional Park)



Riverside County Regional Park and Open-Space District

Kyla Brown, Parks Director / General Manager

District Advisory Commission (DAC) July 10, 2025

Planning and Development Division
Project Updates

Lake Skinner Project: Sewer/Water (PK-ARPA003), Repaving Project (PK-ARPA004), and Boat Launch Repair (PK-ARPA011)

PM: Anthony Miller

Project Update:

- Shoulder work 100% complete. ARPA004 complete but will close out with PK-ARPA011. Water valve work: Finishing into day use valves and backflow cages. PK-ARPA003 90% complete. Boat Launch Ramp All that remains is the restroom and handrails/guardrails on the site walls and ramps.

Rancho Jurupa Paving (PK-ARPA005)

PM: Anthony Miller

Project Update:

- RJU Pavement Complete; Notice of Completion going to the Board of Supervisors 6/24/2025.

OHV Feasibility Study (PK-ARPA006)

PM: Lynda Ramos

Project Update:

- The conceptual designs are in progress and outreach is being planned for September and October. More information to develop in the next month.

D4 Feasibility Study (PK-ARPA008)

PM: Lynda Ramos

Project Update:

- D4 Feasibility Study report complete.

Santa Ana River Bottom (SARB) Yard (PK-ARPA009)



PM: Paul Ortiz

Project Update:

- Rebar installation at the building footings is complete, and concrete will be poured on Tuesday. The CMU wall is scheduled to start this week and is expected to be completed by the end of June. The ornamental fence in front of Building D, along the driveway area, has been installed, as well as the gate at the entry road. Sub-grading at the front entry is scheduled to begin this week. The irrigation system still needs to be capped per the plans. Inside Building D, tile installation is currently underway. The walls are approximately 90% complete, and tile flooring will follow next.

Santa Ana River Trail Wayfinding (SART) (PK-ARPA010)

PM: Lynda Ramos

Project Update:

- Working to finalize placement plan for signs within the City of Riverside right of way.

Lawlor Lodge ADA Improvements (PK-ARPA013)

PM: Anthony Miller

Project Update:

- Framing is near complete; foundations and utilities complete.

Kabian Memorial Park Improvements (PK-ARPA014):

PM: Paul Ortiz

Project Update:

- Project is 95% pending the resolution of 220 electrical panel installation being reviewed by SCE.

Lake Cahuilla Amenities Update (PK-ARPA015)

PM: Anthony Miller

Project Update:

- Work continues within the construction limits, with irrigation and concrete site work progressing in parallel with the pool and bunker restroom work. Concrete pours are ongoing, and sidewalks are nearly complete. The restrooms and pools are advancing toward near completion. As of May 27, 2025, work has also commenced in the campground phase.

Lake Cahuilla Master Plan (PK-ARPA015)

PM: Lynda Ramos

Project Update:

- Comments from BOR and CVWD on the Draft Schematic designs have been completed. There are still a few concepts we are working through vetting with them but overall are moving forward with the Planning of the outreach events for the Fall.

Hidden Valley Nature Center (PK-ARPA016):

PM: Paul Ortiz

Project Update:

- The fabric shade submittal has been finalized, and the wood shade structure is currently under plan review. Installation of the wood fence at the observation deck is underway. Trenching for the septic leach lines for the new restroom is scheduled to resume shortly.

Hurkey Creek Park Beatification (PK-ARPA017):

PM: Anthony Miller

Project Update:

- Playground undergoing corrections per inspector request.

PK-9750: Trujillo Adobe Project

PM: Grant Samaniego

Project update:

- Acquisition of Singleterry and Reynold Property underway; Architectural Resources Group has been selected as the consultant to undertake the rehabilitation and expansion of the Trujillo Adobe site.

PK-9729 RJU Mini Golf

PM: Paul Ortiz

Project update:

- Reached 95% set of drawings, pending approval from FM.

PK-9715 Box Springs Trails Signage

PM: Grant Samaniego

Project update:

- Working with Alta Planning + Design for signage design
- Working with UCR for interpretive sign content

PK-9742 Stagecoach Master Plan

PM: Anthony Miller

Project update:

- Concept design approved. Construction drawings underway.