



CITY OF RED BLUFF

555 Washington Street, Red Bluff, California 96080
(530) 527-2605; Fax (530) 529-6878
www.cityofredbluff.org

PARKS AND REC COMMISSION MINUTES

Tuesday, March 10, 2026
Council Chambers, City Hall

Attendee Name	Title	Status	Arrived
Jennifer Torres	Commissioner	Present	5:30 PM
Matthew Stinson	Commissioner	Present	5:30 PM
Vici Miranda	Commissioner	Present	5:30 PM
Tara Snider	Commissioner	Present	5:30 PM
Regan Olivarez	Student Commissioner	Present	5:30 PM

STAFF PRESENT

Tom Westbrook, City Manager
Anita Rice, Deputy City Clerk/Exec. Asst. to City Manager
Pat Hurton, Pro Tem Mayor
Scott Miller, Public Works Director
Kaci Blaser, Lead Recreation Coordinator
Rick Lara, Parks and Streets Maintenance Supervisor
Karen Shaffer, Parks, and Recreation Supervisor
Lance Bickford, Red Bluff Little League President

Pledge of Allegiance

Chair Torres led the assembly in the pledge of allegiance.

Conflict of Interest Declaration

None.

Citizen Comment

None.

Approval of Draft Minutes

1. Parks and Rec Commission - Regular Meeting - Dec 9, 2025 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Vici Miranda, Commissioner
SECONDER:	Matthew Stinson, Commissioner
AYES:	Torres, Stinson, Miranda, Snider, Olivarez

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.

2. Little League Memorandum of Understanding (MOU)

Parks and Recreation Supervisor Shaffer asked that the commissioners approve the attached Memorandum of Understanding (MOU) between the City and Red Bluff Little League.

Red Bluff Little League President, Lance Bickford stated that this memorandum would allow over 500 kids to use Diamond Field. Little League is agreeing to maintain the field, locked restroom and storage sheds with their own locks. The MOU will be from March 15, 2026, to July 25, 2026, for three years.

Public Works Director Scott Miller had a concern about the payment of \$500 for lights. It was agreed that last year’s usage of electricity couldn't be verified to a specific amount for just lights during Diamond Field usage. Miller also stated that it would be Little Leagues responsibility to post a sign, approved by staff stating that the field would be reserved and who to contact if any questions.

Park Maintenance Supervisor Rick Lara stated that the sprinklers run about 5 hours a week to water the outside field. He asked about the league cutting back the grass to make a bigger playing field. Bickford stated that the purpose of cutting the grass back is to make the field look more professional and groomed.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tara Snider, Commissioner
SECONDER:	Matthew Stinson, Commissioner
AYES:	Torres, Stinson, Miranda, Snider, Olivarez

Commissioner's Report to City Council

March 17, 2026 , Matt Stinson
April 21, 2026 , Chair Jennifer Torres
May 19, 2026, Tara Snider
June 16, 2026, Vici Miranda

Updates from Staff

Shaffer reported that the city is recruiting for lifeguards and pool manager/assistant manager positions.

Recreation Coordinator Kaci Blaser reported that basketball is still playing. The Rodeo Cool Club Dance is on April 9th and softball registration will be opening March 30th. City Manager Tom Westbrook stated that Cassie Pope was appointed to City Council to replace Cody Strock who resigned. She will be a council member through December 1st. The positions up for reelection next term are Cassie Pope, Kris Deiters, and Pat Hurton.

Miller gave an update on park maintenance lawn and tree projects that are starting now that spring is here. He thanked Division Chief Justin Kingsley for the fire mitigation work at Dog Island/Samuel Ayers Park. He stated that the old restroom in the park has been removed. Rio Street sewer project will be started later this month and should be completed by the beginning of June. This project will take out the old restroom by the pool at River Park There is no update on the Splash Park Project at this time. Grant writer Emmy Westlake secured a \$5,000 grant from the Paskenta Nomlaki Foundation for the Splash Pad construction installation of the slowing circle and art piece. Torres asked if the sewer repair project would impact NCCDI's pickup and drop off for kids? Miller stated he wasn't sure of the impact until he saw the plans. He said notices will go out once his department knows of any road closures.

Snider asked if disk golf is still playing at Dog Island. Miller stated that yes, disk golf is still using Dog Island and the Diversion Dam.

Parks and Recreation Commission Comments

None.

Future Agenda Items By Consensus

None.

Adjournment

6:10 PM