



Conference Room D
14343 Civic Drive
Victorville, CA
www.victorvilleca.gov

COMMUNITY SERVICES ADVISORY COMMITTEE

**Regular Meeting Agenda
Monday, May 15, 2023**

4:00 p.m. Regular Session

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the (760) 243-1969 no later than 72 hours prior to the meeting.

4:00 p.m. Regular Session

Call to Order

Roll Call

Agenda Items

1. Review and Approval of Meeting Minutes from 03/20/2023
2. Library Conceptual Plan Review
3. Project Updates

Committee Member Reports/Comments

Staff Reports/Comments

Public Comments

Attachment A



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Community Services Advisory Committee

Regular Meeting Minutes
Monday, March 20, 2022

4:00 p.m. Regular Meeting

Call to Order: The regular meeting of the Community Services Advisory Committee was called to order by Vice Chair Smith at 3:59 p.m.

Roll Call

Present: Vice Chair Smith, Committee Member Amaral, Committee Member Belcher, Committee Member Dixon, and Committee Member Stone

Absent: None

Also Present: Deputy City Manager Davidson, Recreation Manager Salgado, Recording Secretary Doornbos, Secretary Banks, and Administrative Analyst Krejckant

1. New Member Welcome & Introduction

Committee Member Amaral introduced and welcomed as newest member to the committee

Discussion ensued.

No action needed.

2. Chair and Vice Chair Selection

Discussion ensued.

Vice Chair Smith was nominated as Chair.

Moved: Committee Member Stone

Seconded: Committee Member Dixon

Ayes: Vice Chair Smith, Committee Member Amaral, Committee Member Belcher
Committee Member Dixon, and Committee Member Stone.

Motion Passed 5-0

Committee Member Stone was nominated as Vice Chair.

Moved: Committee Member Stone
Seconded: Committee Member Amaral

Ayes: Chair Smith, Committee Member Amaral, Committee Member Belcher,
Committee Member Dixon, and Committee Member Stone.

Motion Passed 5-0

3. Discussion and Possible Action to Meeting Frequency

Staff recommended to change meeting frequency to quarterly, May, August, November, and February, and as allowed under the committee bylaws, that if a meeting should fall on a holiday, the meeting will be on the following Monday.

Moved: Chair Smith
Seconded: Committee Member Dixon

Motion passed: 5-0

Ayes: Chair Smith, Vice Chair Stone, Committee Member Amaral, Committee Member Belcher, and Committee Member Dixon

4. Approval of Minutes

Regular Meeting Minutes of 11/21/2022

Motion was made to approve regular meeting minutes.

Moved: Vice Chair Stone
Seconded: Committee Member Dixon

Motion passed 5-0

Ayes: Chair Smith, Vice Chair Stone, Committee Member Amaral, Committee Member Belcher, and Committee Member Dixon

5. Project Updates

Administrative Analyst Krejckant provided updates.

Committee Member Reports/Comments

None

Staff Reports/Comments

Recreation Manager Salgado and Deputy City Manager Davidson provided updates.

Public Comments

None

Adjournment

Chair Smith adjourned the meeting at 4:28 p.m.

Attachment B



VICTORVILLE GREEN TREE LIBRARY



EDDIE GLEASON, FACILITIES MANAGER
14343 CIVIC DRIVE
VICTORVILLE, CA 92392
(760) 955 - 5256

CONCEPTUAL DESIGN DOCUMENT

REVISED 23-0510

TR DESIGN GROUP, ARCHITECTURE
2900 ADAMS STREET, STUDIO A-400
RIVERSIDE, CA 92504
(951) 742 - 7179

APPLICANT:



CITY OF VICTORVILLE
 14343 CIVIC DRIVE,
 VICTORVILLE, CA 92392

PROJECT:

VICTORVILLE GREEN TREE LIBRARY
 14144 GREEN TREE BLVD.
 VICTORVILLE, CA 92395

APPROVAL STAMP

SET REVIEWED BY _____ DATE _____

APPROVED BY _____ DATE _____

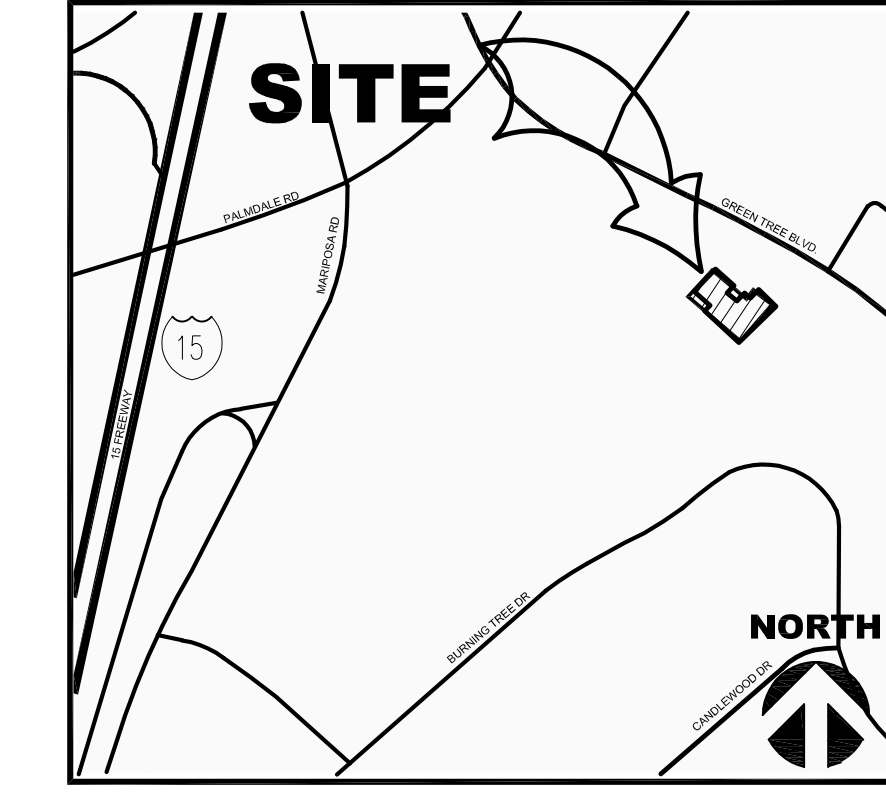
REVISED 23-0510

PROPOSED CONCEPTUAL SITE PLAN

DATE: 4/27/2023
 JOB #: 21-167
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CS-2.0

VICINITY MAP
 NOT TO SCALE



PROJECT DESCRIPTION

- REMODEL OF EXISTING GOLF CLUB HOUSE AND SERVICES BUILDING TO INCLUDE THE RELOCATION OF THE VICTORVILLE PUBLIC LIBRARY:
- REMODEL OF EXISTING SQUARE FOOTAGE FOR LIBRARY PUBLIC AND STAFF SERVICES.
 - ADDITION OF 5,000 SQUARE FEET TO SERVE LIBRARY SERVICES AND BUILDING SUPPORT.
 - RENOVATION OF THE EXISTING BUILDING FOR GOLF SERVICES, INCLUDING EXPANSION OF FOOD/BEVERAGE FUNCTIONS.
 - RENOVATION OF EXISTING GROUNDS TO PROVIDE FOR THE NEW LAYOUT OF LIBRARY AND GOLF SERVICES.

PARCEL AREA: EXISTING AREA: 4.6 AC
 PROPOSED AREA: 4.8 AC

OWNER: CITY OF VICTORVILLE
 14343 CIVIC DR
 VICTORVILLE, CA 92392

PROJECT ADDRESS: 14144 GREEN TREE BLVD.
 VICTORVILLE, CA 92392

APPLICANT'S REPRESENTATIVE: TR DESIGN GROUP, INC.
 2900 ADAMS STREET, STE. A-400
 RIVERSIDE, CA 92504
 CONTACT: BRIAN GRIDLEY
 PHONE: 951-536-2164
 BRIAN@TRDESIGNGROUP.COM

APN: 0396243020000 PARCEL 1 OF P.M. 266 PER BOOK
 2, PAGE 64, RECORDS OF SAN BERNARDINO COUNTY, IN THE CITY OF VICTORVILLE, STATE OF CALIFORNIA

OCCUPANCY SUMMARY

A3	LIBRARY	5,115 SF
B	OFFICES	13,780 SF
M	PRO SHOP/CAFE	13,780 SF
S3	LOWER LEVEL CART PARKING	5,000 SF
TOTAL BUILDING AREA		26,895 SF

BUILDING AREA

LOWER LEVEL - TOTAL	5,115 SF
MAIN LEVEL - TOTAL	13,780 SF
MAIN LEVEL - EXISTING	13,780 SF
MAIN LEVEL - ADDITION	5,000 SF
TOTAL BUILDING AREA	26,895 SF

TYPE OF CONSTRUCTION VN, FULLY SPRINKLERED WITH OFF SITE MONITORING

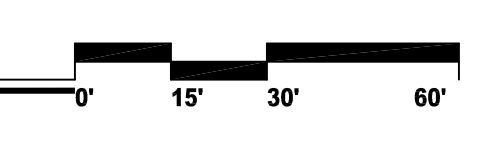
EXISTING ZONE/LAND USE ZONE NAME: ZONING - PUD - EXISTING
 LAND USE: OPEN SPACE

PROPOSED PARKING 100 STALLS TOTAL



PROPOSED SITE PLAN - CONCEPT 2

1" = 20'-0"





CHILDREN'S LIBRARY



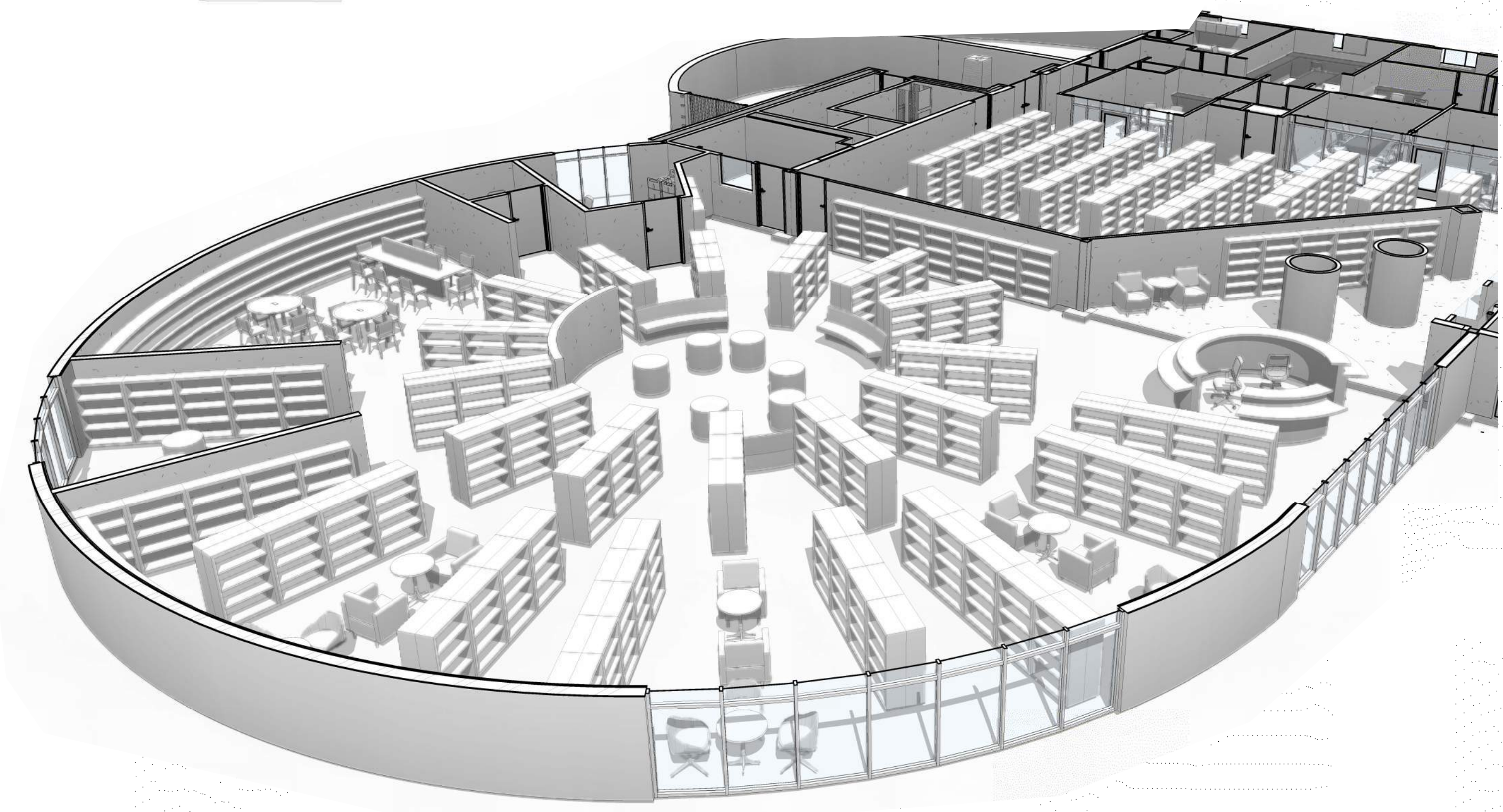
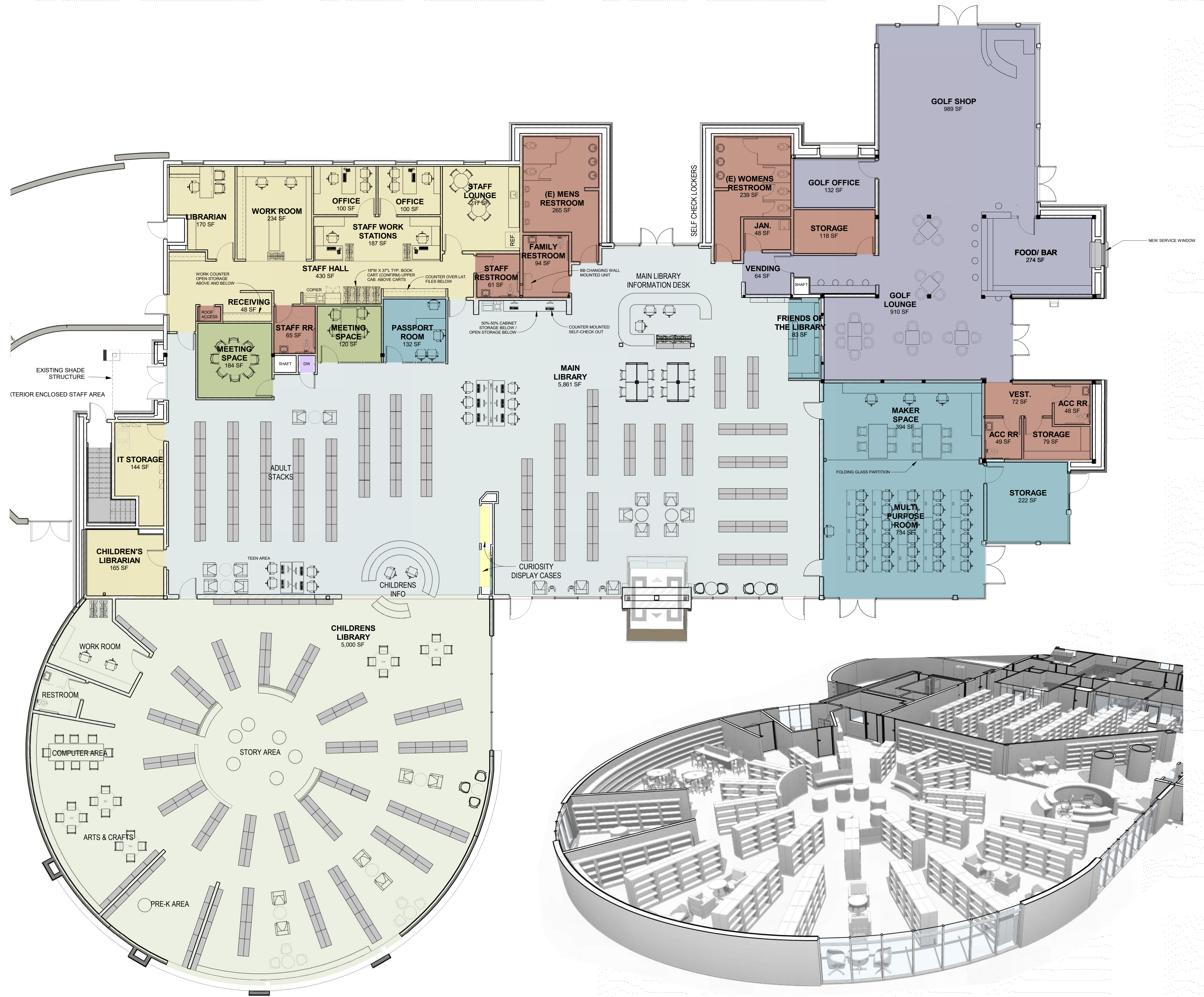
TECH ROOM



ARTS & CRAFTS



MAKERSPACE



CONCEPTUAL FLOOR PLAN CONCEPT 2

SCALE 1/8" = 1'-0"

ADULT STACKS (TARGET 50K) ROUND CONCEPT										
Room Name	Room Area	Type	Unit Count	Shelf Length In Feet	Children Books Per Foot	Shelves Used Per Unit	Number	Total Feet All Units	Total Inches All Units	Total Volumes All Units
MAIN LIBRARY	5,867 SF 80' High	108	108	2.70	8.3	4	108	1,206	14,472	10,610
							108	1,206	14,472	10,610

CHILDRENS STACKS (TARGET 20K) ROUND CONCEPT BY ASSIGNED										
Room Name	Room Area	Type	Unit Count	Shelf Length In Feet	Children Books Per Foot	Shelves Used Per Unit	Number	Total Feet All Units	Total Inches All Units	Total Volumes All Units
CHILDRENS LIBRARY	4,996 SF 64' High	175	175	2.70	15	3	175	1,466	17,588	21,884
			175				175	1,466	17,588	21,884

MADE IN THE USA
 APPLICANT:



CITY OF VICTORVILLE
 14343 CIVIC DRIVE,
 VICTORVILLE, CA 92392

PROJECT:

VICTORVILLE GREEN
 TREE LIBRARY
 14144 GREEN TREE BLVD.
 VICTORVILLE, CA 92395

APPROVAL STAMP

SET REVIEWED BY _____ DATE _____

APPROVED BY _____ DATE _____

REVISED 23-0510

**FLOOR PLAN
 CONCEPT 2**

DATE: 4/27/2023
 JOB #: 21-167
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951.742.7179

2900 ADAMS STREET
STUDIO A-400
RIVERSIDE, CA 92504

www.trdesigngroup.com

MADE IN THE USA

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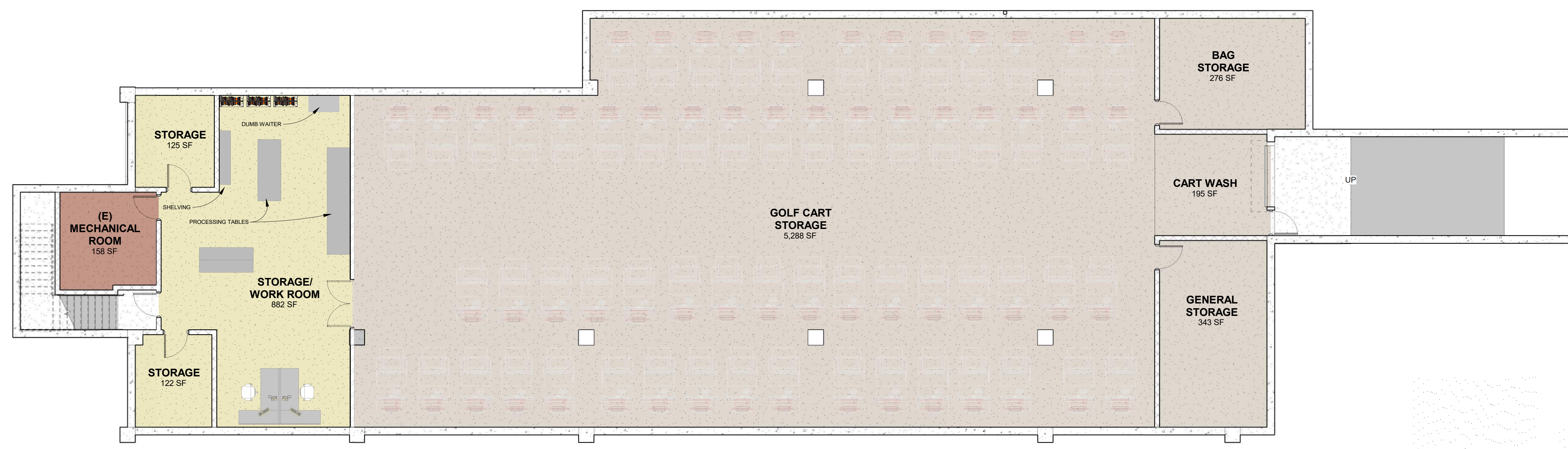
APPROVED BY _____ DATE _____

REVISED 23-0510

LOWER FLOOR PLAN

DATE: 4/27/2023
JOB #: 21-167
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CS-3.0



LOWER LEVEL FLOOR PLAN

SCALE 1/8" = 1'-0"

Attachment C

**Park & Rec Master Plan Implementation
PROJECTS**

Project Name	Dollar Amount	Year-to-Date Expense	Project Code	Funding Source	Master Plan Specific Goals	Status
Sports Lighting - Hook Track	\$530,000.00	\$60,324.02	80058	DIF Funding	3.2.b - Address the need for additional rectangular fields by identifying in-fill opportunities in current parks or identifying additional city-owned properties that can fulfill this need. 3.7.f - Add amenities to the parks that increase participation and vigilance	Plans have been submitted to DSA, pending plan review comments. -Purchase of lights through Musco is pending. Staff are waiting to order to ensure delivery aligns with permit approval.
New Shade structures - RFI Process to Evaluate and Standardize	\$150,000.00	\$135,995.91	81005	DIF Funding	3.3.b - Develop an internal plan to address the need to provide shade structures and shade opportunities throughout the system	Project Completed.
Dog Park - Eva Dell	\$150,000.00	\$0.00	81004	DIF Funding	3.7.f - Add amenities to the parks that increase participation and vigilance: perimeter walking trails, outdoor exercise equipment, dog parks, pump tracks, and skate parks.	Will be incorporated with the Prop 68: Grant Project.

Center Street Park Restrooms (Awarded FY 2020)	\$563,593.00	\$154,619.95	21360	CDBG & Measure P	3.1.a - Prioritize low scoring amenities in parks and develop a replacement schedule with estimated replacement costs.	Site Work is ongoing. Tentative install for end of May 2023.
Center Street Park ADA Walkways & Swing (Awarded FY2020)	\$20,860.00	\$20,268.81	21361	CDBG	3.1.a - Prioritize low scoring amenities in parks and develop a replacement schedule with estimated replacement costs.	Project Completed.
Parks parking lot resurfacing	\$70,000.00	\$0.00	81001	General Fund - \$60,000 Measure P - \$40,000	3.1.a - Prioritize low scoring amenities in parks and develop a replacement schedule with estimated replacement costs. 3.1.b - Develop a comprehensive list of deferred maintenance, with cost estimates for significant repairs or replacements.	Request for Bids (RFB) pending. Parks Selected: Center St. Park Mesa Linda Park Liberty Park Brentwood Park
WAC HVAC & Bathrooms, Roof, ADA Improvements (non-restrooms)	\$298,000.24	\$106,028.99	80052	Measure P Funding	3.1.a - Prioritize low scoring amenities in parks and develop a replacement schedule with estimated replacement costs. 3.1.b - Develop a comprehensive list of deferred maintenance, with cost estimates for significant repairs or replacements.	SoCalRen reviewing facility and will be providing HVAC units that are eligible for an incentive.

Brentwood Park - Various amenities and improvements	\$255,293.00	\$157,682.08	81011 81012	Prop 68 Grant Funding - Per Capita	3.2.a - Evaluate and consider which city-owned properties may be future parks and recreation facilities that can supplement or add to the current Level of Service.	Playground installed. Pending shade structure site evaluation.
Competitive - Eva Dell Park - Various amenities and improvements	\$3,325,171.37	\$598,102.81	80080	Prop 68 Grant Funding - Competitive Grant	3.2.a - Evaluate and consider which city-owned properties may be future parks and recreation facilities that can supplement or add to the current Level of Service.	Staff are currently working with CDWG, the City's landscape architect firm for the design of the park renovation, including the dog park.
CPRS/GameTime Grant - Center St. Park	\$135,000.00	\$132,018.25	80085	BEARS & CPRS	3.2.a - Evaluate and consider which city-owned properties may be future parks and recreation facilities that can supplement or add to the current Level of Service.	Project Completed.
Eagle Ranch Park - Restrooms	\$350,000.00	\$4,868.82	81034	DIF	3.1.a - Prioritize low scoring amenities in parks and develop a replacement schedule with estimated replacement costs.	Pending final utility and grading plan.
Brentwood - Restrooms	\$350,000.00	\$243,835.25	81033	DIF/ARPA	3.1.a - Prioritize low scoring amenities in parks and develop a replacement schedule with estimated replacement costs.	Scheduled to be installed at the end of May 2023

Desert Landscape - 8th St. Community Center	\$150,000.00	\$0.00	81024	General Fund	N/A	Staff are currently finalizing the site plan for landscaping.
8th St. Community Center - HVAC Replacement	\$35,000.00	\$0.00	81017	General Fund	N/A	SoCalRen reviewing facility and will be providing HVAC units that are eligible for an incentive.
Hook - Gym Floor Replacement	\$75,000.00	\$40,759.15	81015	Measure P Funding	3.1.a - Prioritize low scoring amenities in parks and develop a replacement schedule with estimated replacement costs.	Project Completed.
Victorville Activity Center - HVAC Replacement	\$42,000.00	\$0.00	81020	Measure P Funding	3.1.a - Prioritize low scoring amenities in parks and develop a replacement schedule with estimated replacement costs.	SoCalRen reviewing facility and will be providing HVAC units that are eligible for an incentive.
GreenTree Library	\$3,244,631.25	\$426,271.23	80075	Measure P Funding	Recommendation for an interim library to make progress toward square footage goal for population.	Conceptual design with expansion presented to CSAC at May meeting.
Doris Davies Improvements Design	\$100,000.00	\$0.00	81030	Measure P Funding	3.1.a - Prioritize low scoring amenities in parks and develop a replacement schedule with estimated replacement costs.	Scope is currently being worked on.

Lighting upgrades - phased existing park walkways	\$30,000.00	\$30,000.00	80062	O&M and Capital Requests (General Fund)	3.7.b - Continue with park and facility lighting upgrade efforts and identify and implement other improvements that contribute to a more safe and secure system.	Avalon park is complete. Three additional sites are pending.
Library Kiosk	\$254,500.00	\$225,835.40	80078	Measure P	LMP - Section 8 Recommendations: Expand library services in the near term. Section 9: F2 - Consider immediate library service expansion by way of 1+ Library kiosks.	Facilities staff to begin site work for kiosk structure.
Park - ADA Paths of Travel Improvements	\$150,000.00	\$49,590.41	81009	Measure P	3.7.f - Add amenities to the parks that increase participation and vigilance: perimeter walking trails, outdoor exercise equipment, dog parks, pump tracks, and skate parks.	Pending install of restroom at Center St.; project will consist of ADA access to the restroom facility
Citywide Holiday Décor	\$203,180.00	\$151,756.99	80031	General Fund	N/A	Street Pole decorations purchased for additional streets throughout City.

Maintenance Work Order & Asset Management System - initial purchases (software & equipment; implementation costs)	\$6,500.00	\$6,500.00	N/A	General Fund	<p>4.2.a - Evaluate the current work order system to determine capability to track costs, schedule routine and preventative maintenance, and allow tracking by facility. Seek alternative system with adequate features if necessary.</p> <p>4.3.a - Establish an asset management system to manage and track equipment and inventory to improve budget planning.</p>	Project Completed.
Sports Complex Feasibility Study	\$100,000.00	\$0.00	81032	DIF	3.2. b - Address the need for additional rectangular fields by identifying additional city-owned land that can fulfill this need.	Currently scheduling site visits to other locations. Potential grant opportunity.