

# City of Yorba Linda Memorandum

Date: February 20, 2025  
To: Honorable Chair and Members of the Parks and Recreation Commission  
From: Mike Kudron, Director of Parks and Recreation

**SUBJECT: Commissioner Park Assignments**

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## **BACKGROUND**

The Parks and Recreation Commissioners are assigned park sites to tour on a regular basis to evaluate current park conditions. The Commission reviews park assignments at the first Commission meeting of the year and decides which parks each Commissioner will be responsible for performing monthly inspections.

The Parks and Recreation Department has created a Park Review Report to aid the Commissioners in evaluating parks and reporting problems at park sites. This form aids staff in correcting any problems observed during park inspections and is available for Commissioners and the general public to complete and submit digitally at [www.YorbaLindaca.gov/ParkReview](http://www.YorbaLindaca.gov/ParkReview). Residents can also print and mail this form to Yorba Linda Parks and Recreation Department, 4845 Casa Loma Avenue, Yorba Linda, CA 92886, or email the form to [YLParksandRec@yorbalindaca.gov](mailto:YLParksandRec@yorbalindaca.gov).

During your inspections, please document your observations, the general location of the area(s) in question, and time of day. Whenever possible, please take a photo of the condition and attach it to the report or email it to the Department. These reports and/or pictures may be returned to any of the Parks and Recreation Department facilities, City Hall, or emailed to [YLParksandRec@yorbalindaca.gov](mailto:YLParksandRec@yorbalindaca.gov).

## **RECOMMENDATION**

It is recommended that the Parks and Recreation Commission decide park assignments for 2025.

## **ATTACHMENTS**

A - Park Assignments 2024