

# Quarterly Commission Report

PRT

Covering Dates from January 15, 2026 \_\_\_\_\_

Preparation Date March 1, 2026

Prepared By: Leslie Poland

Meeting Dates					
1/15/2026					

Please indicated attendance by: P –present and on time, L –present but late, A –absent

## Present:

Elizabeth Yerxa, Chair  
Jamie Davis-Meyer, Vice Chair  
Leslie Poland, Secretary  
Patty Hickel, Commissioner  
Cynthia White, Commissioner  
Jesse Cain, City Manager  
Denise Conrado, City Council  
Cliff Burrious, Recreation Director

## Absent:

Thomas Roach, Commissioner

## Actions Taken (Please list all actions taken, recommendations made, ongoing discussions):

1. Approval of November 13, 2025 Draft Minutes: Approved
2. State of the Parks report –Commissioners: Attached report plus the following:
  - A. Sankey park: Swing has been broken twice, but has been fixed, Regular swing is too low. The City manager mentioned they would fix this. Additionally the drinking fountain and grill as this park has been broken for a couple of years now.
  - B. Davison park: Firefighter memorial tree planted. Memorial bench is almost ready for instillation.
3. Trees for Tomorrow—update on most recent planning cycle; also, care and staking of planted trees—Antonio Ortiz et al: Still a few trees to be planted, with 13 total tree planted this round.
4. Updating tree list—add more native species—Jamie and guest speaker: Discussion of the benefits of native tree in landscaping, including the importance of evaluating the site before planting native trees. Also a general discussion of various native tree species. Commissioner Jamie Davis-Meyers will meet with Conservation District team and review the current city tree list and report back to the commission. During this discussion the City Manager said the city would update the City website with the newest tree list. This newest list does not appear to be available on the city’s website anymore.

5. Financial report—balance in PRT account?: City Manager informed the PRT Commission there is no separate account for parks, recreation and trees in the city. City Manager told the Commissioners he will send them an email on what funds are available in measure B and Impact fees funds for parks, recreation and trees. This email will be sent before the next PRT commission meeting.

6. Gathering info for historic park signage: PRT Commissioners will draft language for historical signs at the parks which will be installed as the part of the Clean CA grant. There was discussion as to which parks will have signs installed. The Commissioners will draft language for these signs and send this language to Commissioner Leslie Poland who will compile the sign descriptions. Commissioners asked to submit information by January 29, 2026. The Commissioners will review these write up and submit to the city grant writer on February 5, 2026. Later information provided by the city grant writer informed the Commissioners only historical sign descriptions are need for Will S Green park, Sankey Elmwood Park, Leland Taylor Park and Memorial Par.

7. Clean CA grant—Scheduling required park clean-up days: PRT Commissioners assigned the various parks stated the following days for park clean ups:

- A. Memorial Park: June 6, 2026 9 am
- B. Davison & Will S Green Park: April 18, 2026 9 am
- C. CD Semple Park: March 7, 2026 9 am
- D. Sankey Elmwood Park: May 16, 2026 9 am

8. Update on leasing space at OLL—Patty/Cliff: No report at this time

9. Revisit policy on tree removal in mow strips: If a city customer wants a city tree removed they need to make this request to the PRT commission.

#### OLD BUSINESS

- Update on facilities rentals—new policy for Scouts and other non-profits?: City Manager mentioned no new policy has been written yet.
- D-PRAT follow up—Jesse? Denise?: Update the first week in February
- Painting basketball lines at CD Semple—Jesse, DJ: City manager mentioned there is no time for the city to do this at this time

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- Update on elm trees (public and private treatment)—Jesse: City Manager mentioned he will reach out to the contractor doing this treatment to find out schedule and provide an update to the PRT commission what has been completed by the contractor
- Update on new well in Memorial Park—Jesse: City Manager mentioned the city is waiting on water sample results before the well can be completed.
- Update on dog park: City Manager mentioned they have the supplies for this project, but the city staff does not have the time to install this equipment.