



## **PARKS & RECREATION COMMISSION REGULAR MEETING MINUTES February 4, 2021**

### **CALL TO ORDER**

Chair Westberg called the meeting to order at 5:30 pm via Zoom Online meeting.

### **ROLL CALL**

Commissioners Rory Westberg, Don Cohen, Jodi McCarthy, Lyn Gualtieri, Sara Berkenwald, Amy Richter and Peter Struck were present.

City Council Liaison Jake Jacobson and Emily Moon, Consultant and Steve Duh, Consultant were present. Staff present were Jessi Bon, City Manager, Ryan Daly, Operations Transition Team Manager, Paul West, CIP Project Manager, Tammy Bodmer Interim HR Coordinator, Jason Kintner, Public Works Director, Katie Herzog, Recreation & Operations Coordinator and Merrill Thomas-Schadt, Recreation & Operations Coordinator.

### **APPEARANCES**

1. Rachel Holloway spoke in favor of the Snake Hill Bike park
2. Dr. Mathew Lamb spoke in favor about the Snake Hill Bike park
3. Andy Powell spoke in favor about the Snake Hill Bike park
4. Christy Shiers spoke in favor about the Snake Hill Bike park
5. Lesleigh Watson spoke in favor about the Snake Hill Bike park
6. Beck Harrison spoke in favor about the Snake Hill Bike park
7. Jessica Crump spoke in favor about the Snake Hill Bike park
8. John Hamer spoke in support of accessibility in parks and playgrounds

### **REGULAR BUSINESS**

#### **1. Approval of Minutes**

Minutes from the January 7, 2021 and January 21, 2021 meetings were presented.

#### **MOTION:**

Commissioner Cohen motioned to accept the minutes from the January 7 and January 21 meetings as presented. Commissioner McCarthy seconded the motion.

**Motion passed unanimously.**

#### **2. Code of Ethics**

Bon provided an overview of the City's Code of Ethics training and code update process.

#### **3. Parks, Recreation and Open Space (PROS) Plan**

Bon and Duh presented about the timeline and major tasks of the plan, highlights from the first survey, and a recap of the Joint Council Session. Bon shared that data from the Facilities Assessment is not yet ready to be shared; there is no hard deadline for the timeline of the process of when

reports are provided and other elements of the process, such as the Virtual Open House and subsequent surveys. Commissioner's Struck and Cohen highlighted the importance of providing the data. Commission will be kept updated as data becomes available.

Commissioner Cohen raised topics of seniors, Snake Hill BMX park, and accessibility as three that are crucial to consider during the PROS process.

Bon and Duh requested that Commissioners consider how to "drill down" on topics for the next survey, in order to extract the information desired.

#### **BREAK 6:45-6:55PM**

Discussion resumed about the PROS Plan.

Westberg suggested that Commissioners send additional thoughts and ideas for second survey. Bon requested that City staff receive this input by Friday, February 12. Daly offered to have direct conversations with Commissioners in addition.

#### **4. Recreation Reset Plan**

Moon presented updated draft cost recovery pyramid and topics for deliberation in order to complete the exercise. Commissioners discussed final tier placement for various items and found majority consensus on any outstanding programs/services. Commissioners discussed cost recovery targets and the process of creating fees and communicating our fee schedule.

#### **Commissioner Berkenwald left the meeting at 7:45PM**

Moon relayed next steps for the Commission at the February 25, 2021 workshop. Daly stated that staff will present an update to City Council on February 16, 2021.

#### **5. Aubrey Davis Park Trail Safety Improvement Project Framework Recommendation**

##### **Recommended Action:**

- 1.) Approve the recommended framework and;
- 2.) Authorize the chair to transmit to City Council

Westberg stated that bylaws require that the Commission send its recommendations to City Council in the form of a memo. West provided background on the scope of work approved by Commission in December, included in the proposed memo to City Council. Memo will be discussed at City Council on March 2.

##### **MOTION:**

Commissioner Cohen motioned to approve.

Commissioner McCarthy seconded.

**Motion passed 6-0** (Berkenwald absent)

## **OTHER BUSINESS**

#### **6. Department Report & Update**

Westberg requested that Daly share the report via email. Daly reminded Commission of the community meeting at Snake Hill Park on February 6<sup>th</sup> at 10:00AM.

**7. Commissioner Reports/Work Plan Updates:**

Nothing shared.

The next Commission meeting is a special workshop on 2/25/2021 at 5:30 pm via Zoom technology.

The next regular scheduled meeting is 3/4/2021 at 5:30 pm via Zoom technology.

**ADJOURNMENT at 8:03PM**

DRAFT