



## **PARKS & RECREATION COMMISSION REGULAR MEETING MINUTES June 3, 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, Sara Berkenwald, Peter Struck and Sara Marxen were present.

Consultants Steve Duh and Emily Moon were present.

Staff present were Jessi Bon, City Manager, Ryan Daly, Operations Transition Team Manager, Jason Kintner, Public Works Director, Katie Herzog, Recreation & Operations Coordinator and Merrill Thomas-Schadt, Recreation & Operations Coordinator.

### **COMMISSIONER VACANCIES UPDATE**

Daly gave an update on the recent vacancies and newly added Commissioner.

### **APPEARANCES**

No appearances.

## **REGULAR BUSINESS**

### **1. Approve Meeting Minutes of the May 6, 2021**

**Recommended Action:** Approve minutes.

Westberg requested two revisions to the minutes. Staff will revise and bring them back to the July 1 meeting for approval.

### **2. Recreation Reset Plan (Cont.)**

**Recommended Action:** Receive update.

Moon provided a verbal summary of planning for Recreation and MICEC programs and services for the remainder of 2021. The next update to City Council on July 6 for endorsement of the Reset Strategy. Daly reminded Commission that Thrift Shop donation processing will still occur at the Community Center while Mercer Room rentals are paused.

Westberg asked when policy items will come to Commission for discussion. Moon replied that staff anticipates returning at July meeting with outline of policy questions, specifically differential pricing and facility allocation.

Struck suggested providing information online to clearly show the timeline of services as they are offered.

Cohen expressed interest in the Commission reviewing budget request materials prior to presentation to the City Council on July 6. Moon noted that the Commission's primary role is to advise on services and programs and that the City Council holds budget authority. Staff committed

(if possible) to provide packet materials set for the July 6<sup>th</sup> City Council meeting to the PRC when available. Staff anticipates engaging the PRC as a follow-up to July 6<sup>th</sup> City Council meeting. Moon asked for input on 2022 programs and services. Westberg and Struck noted that more information and detail is needed in order to give feedback. McCarthy voiced support for the categories anticipated first- preschool programming and socially focused programs for seniors.

**BREAK 6:27-6:35**

*Commissioner Marxen exited the meeting at 6:36PM*

**3. PROS Plan Update - PROS Plan Capital Project Prioritization Tool and Second Community Survey**  
**Recommended Action:** Receive presentation and provide input.

Duh presented draft materials for prioritization criteria in order to draft a capital project list. Commissioners discussed the seven criteria in the draft rating scale. Commissioners previewed a draft of questions proposed for a second community-wide survey and gave feedback.

*Commissioner Berkenwald exited the meeting at 7:45PM.*

**4. Elections of Officers**

Westberg explained the process for electing new Commission officers according to the by-laws.

Cohen nominated McCarthy for the position of Chair. McCarthy was elected 4-0 (Commissioners Berkenwald and Marxen were absent).

Cohen nominated Struck for the position of Vice Chair. Struck was elected 4-0 (Commissioners Berkenwald and Marxen were absent).

**5. Commission Planning and Meeting Schedule Update**

No updates.

**6. Department Report and Updates**

Daly presented a report.

**7. Commissioner Report and Workplan Updates**

Cohen shared a photo of a successful fishing expedition with his grandson.

Struck shared appreciation for the Parks Maintenance team as the nice weather brings more visitors to our parks.

Struck shared appreciation for Westberg's service as Chair.

Westberg thanked the Public Works staff for quick work on a service request he submitted.

**MEETING ADJOURNED 8:31PM**