



PARKS & EVENTS COMMISSION REGULAR MEETING MINUTES JANUARY 17, 2023

This hybrid meeting was conducted in-person and remotely using teleconferencing technology provided by Zoom in accordance with Governor Inslee's Proclamation 20-28.

CALL TO ORDER & ROLL CALL

Commission Chair Sweum called the meeting to order 7:04 PM

Commission Members Present:

Commission Chair Paul Sweum, Co-Chair Heather Palmerini, Commissioner Emily Anderson, and Commissioner Ryan Pryor were present.

One member of the public attended.

City Staff Present:

Mike Chambless, Parks & Public Works Director
Joan Quade, Administrative Assistant

Nicole Wiebe, Events Coordinator

AGENDA APPROVAL

1. Approved as written

PUBLIC COMMENTS

There were no public comments.

MINUTES

1. November 21, 2022 minutes – Approved as written

REGULAR BUSINESS

1. Commissioner search update provided. Scott Vermeulen has been appointed by Mayor Ross, subject to City Council approval at their 1/23/23 regular meeting.
2. Park updates provided.
 - a. Progress report for playgrounds at Centennial and Riverview Parks, including a repeat of design plans. Riverview is expected to be complete by April 20, weather dependent, with a Grand Opening in July. Three additional playgrounds are slated for replacement in 2023.
 - b. Concept designs were reviewed for a new splash pad at Community Park. Commissioners recommended that Council approve plans as presented. Target opening date, pending Council approval and favorable weather conditions, is July 1, 2023.
3. Commission and committee Membership Handbook and bylaws work session commenced.
 - a. Commissioner Handbook, Parks & Events Commission (PEC) Mission Statement, were provided.
 - b. Samples of by-laws from other public agencies, boards and commissions were provided. Using details outlined in the Commissioner Handbook, commissioners began discussion and work session on by-laws creation. By a consensus decision, commissioners chose to use City of

Bellingham's by-laws as the format for PEC's by-laws. Commissioners are to make recommendations to customize for PEC, and submit them to Administrative Assistant, Joan Quade, by January 31, 2023.

FOR FUTURE DISCUSSION

1. Non-Utility (Parks) Capital Improvement Plan (CIP) presentation.

ADJOURNMENT

There being no further business to come before the Committee, Commission Chair Sweum adjourned the meeting at 8:19 pm.

Minutes taken by Joan Quade, Administrative Assistant

Recorded meeting audio is available on the City website after the meeting.

Minutes approved at the____, 2023 Parks & Events Commission Meeting

DRAFT