

PARKS AND RECREATION COMMISSION
WEDNESDAY, MAY 16, 2018

SUMMARIZED MINUTES

MEMBERS PRESENT

Tim Behrens
Brian Bloom
Jennifer Grogan
Jim Stratton

STAFF PRESENT

Kathy Drummond
Betsy Emery
Claire Harper
Gino Leoni
Rebecca Sayers
Robert Wallace
Steve Zimmerman

OTHERS PRESENT

1. **CALL TO ORDER**

Chair Bloom called the meeting of May 16, 2018 to order at 4:00 p.m.

2. **ROLL CALL**

Chair Bloom, Commissioners Behrens, Grogan, and Stratton were present for roll call.

3. **APPROVAL OF THE APRIL 18, 2018 MINUTES**

Motion made by Commissioner Behrens to approve the April 18, 2018, minutes as written. Motion seconded by Commissioner Stratton. Motion passed unanimously with four (4) yea votes.

4. **PUBLIC PARTICIPATION** – None

5. **ACTION ITEMS**

A. **Elect a Vice Chair for 2018.** Motion made by Commissioner Behrens to elect Commissioner Stratton as Co-Chair. Motion seconded by Commissioner Grogan. Motion passed unanimously with four (4) yea votes.

6. **DISCUSSION ITEMS**

A. **Francis Short Pond Signage.** The second phase of a Heritage Fund grant is near completion. This includes adding educational signs focusing on identifying the wildlife, the role of the pond in the watershed, flowers, and trees around the wetlands along with messages about stewardship and how to care for the property. A rough draft of each of the signs were sent out in the agenda packet, and Commissioners were asked to email any suggestions or comments directly to staff.

B. **Parks and Recreation Commission Vacancies.** After the April meeting another letter of resignation was submitted, which leaves only four active members on the Commission. City Council would like to have plenty of applicants to choose from when filling a vacancy. Commissioners were encouraged to spread the word among friends, co-workers, and peers. Commissioners discussed that they would like to be able to communicate with City Council on a regular basis about the needs of the community. Further discussion will continue during the July meeting.

- C. Strategic Planning. Commissioners agreed that a strategic planning session could be the key to communicating with Council while clarifying their vision, mission, goals, and strategies for the next two (2) to five (5) years. A work session will be scheduled for July 11, with follow up at the July 18 meeting. Commissioners affirmed that they do not need to discuss the User Fee Schedule during the strategic planning session but would like to see that work staff addresses it before the next budget cycle begins.

7. REPORTS

- A. Monthly highlights of Parks. A monthly report was sent out in the agenda packet and stands as presented.
- B. Monthly highlights of Recreation. A monthly report was included in the agenda packet and stands as presented.
- C. Monthly highlights of Open Space. A monthly report was included in the agenda packet and stands as presented. Robert Wallace, the new Open Space Specialist introduced himself and gave a brief description of his experience.

8. INFORMATION ITEMS TO AND FROM COMMISSIONERS AND STAFF. A Commissioner requested additional signage on Observatory Mesa because he has talked with several people there that were lost and asking for directions. Open Space staff stated they are working on the issue.

Emergency water system work took place at Foxglenn Park last weekend, hopefully with little or no impact to the public. It is anticipated to be completed in two weeks and the heavy equipment will be removed during the weekends. Restroom renovations at the Aquaplex continue with completion of the men's restrooms and locker rooms and crews now working on the women's side. The completion date is scheduled for mid-June. Design of the Jay Lively roof is completed. The Aquatics area has three vacant positions and is in the process of interviewing applicants. Phone interviews were conducted last week for the Parks Manager position. The Community Events Supervisor is taking a refresh opportunity with the City Manager's office and will be out of the office until mid-July. Kids to Parks Day is on Saturday, May 19, at Thorpe park. Play in the Park begins in June and staff is testing the waters for a mobile recreation program. July is Parks and Recreation month and a calendar of events will be posted on the website in mid-June.

9. AGENDA ITEMS FOR THE JULY 11, 2018 MEETING

- Strategic planning follow-up

10. ADJOURNMENT

Chair Bloom adjourned the meeting at 5:29 p.m.