

BOARD OF PARK COMMISSIONERS MINUTES

Wednesday, March 2, 2022 5:30pm, via Zoom

Present:

Sarah Daniels, Kamber Good, Wendy Goodwin, Gary Larson (*arrived 5:40 p.m.*), Dave Weber, Aram Wheeler

Excused: Declan Line

Staff: Jen Burbidge, Desiree Atkin, and Sarah Smith

Public: None

The meeting was called to order at 5:30 pm, by Chair, Aram Wheeler.

Additions or deletions to the Agenda

Chair Wheeler made a motion change the phrase “Park Board Bylaws” to “Park Board Rules of Procedure” for Item 8a and Commissioner Kirby seconded. Motion carried.

Announcements & Introductions

Commissioner Dave Weber introduced himself to the Park Board and the public.

Minutes

Commissioner Daniels made a motion to approve the January 5, 2022 minutes, and Chair Wheeler seconded. Motion carried.

Correspondence

Ms. Jennifer Burbidge updated the Commissioners on emails received and correspondence with the City Council. Ms. Burbidge advised the RAC policies are being reviewed by the Commission on Equity and will come back to Park Board for review.

Citizen/Public Comments on Items not on the Agenda

None

Old Business

- a) Greg Cuoio Park & Greenways Master Plan – Ms. Burbidge reported the Phase 1A design contract will go before City Council at their March 3, 2022 meeting for approval. The Commission reviewed the details of Phase 1A and the trail connections being considered.
- b) 2022 Work Plan Updates – Ms. Burbidge reviewed two new work plan items that were added per the February Joint Park Board / City Council Worksession; Greg Cuoio Park Phase 1A Design & Financial Plan and Greg Cuoio Park Phase 1A Construction for Park Board approval.

Chair Wheeler made a motion to approve the updated 2022 Work Plan and Commissioner Good seconded. Motion carried.

- c) COVID-19 Update – Ms. Burbidge announced the Governor’s statement that face coverings will no longer be required indoors, but we are awaiting city guidance for our policy.
- d) Long Lake Park Adjacent Property Update – Ms. Burbidge confirmed the owners intend to sell and the Park Board recommendation for purchase was shared with City Council.
- e) 2022 Park Board Commissioner Directory – Ms. Burbidge provided a copy of the updated directory for the commissioners’ records.

New Business

- a) Park Board Rules of Procedure – Ms. Burbidge provided background on the Park Board Rules of Procedure including guidance on general commissions policies and guidelines. Commissioners agreed to delay action on this item until the April Park Board meeting to allow more time for review
- b) Parks, Culture & Recreation 2023 Comprehensive Plan Update – Ms. Sarah Smith reviewed the current timeline for the Comprehensive Plan and benchmarks that can be anticipated.
- c) Annual Report Park Board Message – Ms. Burbidge reviewed the Park Board Message draft needed for the annual report. Commissioner Daniels provided edits to the message.

Chair Wheeler motioned to approve the message as amended and Commissioner Good seconded. Motion carried.

Director’s Report

- a) Staff Presentation – Ms. Desiree Atkin presented information about her role and programs.
- b) Sports Commission update – No updates.
- c) Programs & Special Events – Ms. Burbidge reviewed upcoming parks and summer events.
- d) Construction Updates – No updates.
- e) Planning – Ms. Smith presented several slides with information on splash pad playgrounds.
- f) Grants & Budgets – Ms. Burbidge informed the Park Board applications will be submitted for multiple Recreation Conservation Office grants.
- g) Volunteers – No updates.
- h) Miscellaneous. – No updates.

Commissioner’s Report

No Report

Chair’s Report

No Report

Committee Reports

- a) PARC Foundation. No report

Adjourn

Meeting adjourned at 6:57 pm.

Next meeting: Wednesday April 6, 2022 at 5:30pm via Zoom unless hybrid meetings are allowed by then.