



Parks & Recreation Commission

Meeting Minutes, June 21, 2016

1. Meeting called to order at 7:00pm.
2. Roll Call: *Brown, Burdo, Holtzer, Kerr, Olson, Reber*
3. Approval of 4/19/16 Minutes: Approved
4. Open Time for Public Expression: None
5. Interviews - Applicants for Youth Commissioner Seats for 2016/2017 one-year term: Brendan Corr, Patrick Brown, Eleanor Bemis and Jack Saavedra were all interviewed by the
6. Financial Report:
 - A. Review Recreation Fund Report for periods ending 5/31/16: As of May 31, 2016, 92% of the fiscal year has elapsed and the Recreation Fund is listed at 121% of projected revenues and 93% of projected expenditures. The expenditure total includes transfer out of \$60,000 designated to cover the cost of a Community Facilities Funding Assessment, and \$50,000 in one-time expenditures for facility improvements. Calculating the actual operational, year-to-date expenditures for the Recreation Fund, without the inclusion of these two, one-time expenditures, the fund shows a positive balance of \$349,986. Donery reminded the Commission that this high positive balance is due to the revenue that has yet to be deferred into the 2016-17 budget year. He stated that the previous year's deferral was \$220K.
7. Discussion Items:
 - A. Memorial Park Master Plan: Donery passed out handouts, including an outreach event calendar spread sheet and a Project Coordinator job description. Donery requested that the commissioners provide recommendations for candidates for the position. He also asked for two commission volunteers for CAB (Community Advisory Board), stating that the Commission should have a large role. Holtzer suggested opening up the outreach effort to kids of other neighborhoods and hold it at the park. Donery responded favorably, saying that would be a great Commission project. Donery noted that the Master Plan project will be a standing item on future agendas.
 - B. Commission Projects and Goals: none
8. Action Items:
 - A. Appoint members to the Memorial Park Basketball and Skate Plaza Steering Committee: Reber moved to nominate Brian Lease and Brenna Gubbins as members of the Memorial Park Basketball and Skate Plaza Steering Committee. Kathleen seconded. The vote was unanimous. Holter recommended that there be a bi-annual report from each of the sub-committees (Dog Park and Skate Park Steering Committees as well as one from the director of Public Works).
 - B. Appoint 2016/2017 Youth Commissioners: There was discussion about candidates interviewed and a poll taken to reflect each commissioner's ranking of them.
Olson: #1 Patrick Brown, #2 Eleanor Bemis (brings coding experience, Pirate TV), #3 Brendan Corr, #4 Jack Saavedra
Burdo: #1 Patrick Brown (application stands out), #2a Eleanor Bemis (brings coding experience, Pirate TV), #2b Jack Saavedra, #3 Brendan Corr
Kerr: #1 Patrick Brown (only reservation is that perhaps should give someone else an opportunity), #2 Eleanor Bemis, #3 - Brendan Corr
Reber: #1 Eleanor Bemis, #2a Jack Saavedra, #2b Jack Saavedra, #3 Patrick Brown
Holtzer: #1 Brendan Corr, #2 Eleanor Bemis, #3 Jack Saavedra, #4 Patrick Brown
Burdo stated that he would like to give a proven person an opportunity to grow in the position.

Reber motioned to vote to appoint up to two Youth Commissioners. Burdo seconded. Ayes = 3
Noes = 3 Motion failed. Kerr motioned to defer appointments until the next meeting. Burdo
seconded. Ayes = 6 Motion passed.

9. **Staff Updates:**

A. Community Meeting: Basketball/Skate Plaza - June 22nd: Donery passed out flier advertising a
Community Discussion meeting with Lisa Graham and Jane Parnell taking place the following
evening. Their hope is to get enough applicants to fill the leadership committee that will be
interviewed at the next meeting.

B. Creekside Q: Donery appealed to the commissioners to volunteer.

C. Summer Programs: Donery gave a brief report, stating that overall, the camps are doing well,
with enrollment right where it is expected to be.

10. **Action Item:**

A. Discussion - Monthly Meeting Date Change: Tabled until next meeting due to lack of time.

11. **Commission comments and questions, requests for future agenda items:**

Meeting adjourned at 9:07pm

SSV