



Parks & Recreation Commission

Meeting Minutes | May 15, 2018

1. **Meeting Called to Order at 7:05PM**
2. **Roll Call:** *Burdo, Ferris, Frost, Kerr, LaFrenz, Michels, Olson, Naranjo*
3. **Approval of Minutes – April 17, 2018:**
 - Item 7a. **Amended** that the Memorial Park Master Plan funding will be a ballot measure, if approved by Town Council. Motioned by *Kerr*, Seconded by *Frost*. **Approved.**
4. **Open Time for Public Expression:** None.
5. **Financial Report**
 - a. **Review Recreation Fund Report for period ending April 30, 2018**

Dannielle Mauk, Community Services Director, reported that as of April 30, 2018, 83% of the fiscal year had elapsed, and the Recreation Fund has accrued 101% of its expected revenues while only having spent 71% of projected expenditures. She stated that expenses will be increasing, as the department prepares for summer.
6. **Parks Report**

Mauk reported that the Earth Day event was a huge success. She expressed her thanks to Holly Selvig, the landscape architect who designed the planting plan, and to Coldwell Banker, for sponsoring the event.
7. **Discussion Items**
 - a. **Memorial Park Master Plan – Update**

Rod Kerr reported that the effort to put a funding measure on the November ballot is gaining momentum. The deadline for a ballot measure to be submitted is August 10th.
8. **Action Items**
 - a. **Election of Commission Chair and Co-Chair**

The Parks & Recreation Commission elected *Rodd Kerr* to be the Chairman, and *Steve Burdo* to be the Co-Chair. The Motions were made by *Burdo* and *Kerr*, respectively, and both were Seconded by *Naranjo*. **Approved Unanimously.**
9. **Staff Updates**
 - a. **Earth Day – Review – See Item 6.**
 - b. **Skate Fest – Review**

Mauk reported that the 2018 Skate Fest was a success. Greg Mihan, Recreation Supervisor, who helped organize the event, was happy to see lots of community involvement.
 - c. **Country Fair Day & Picnics on the Plaza – Update**

Both events, Country Fair Day & Picnics on the Plaza, were approved by Town Council. The Recreation Department is still working on the details.
10. **Commission comments & questions, requests for future agenda items**
 - a. In the past, the Parks & Recreation Commission has taken a recess, and not met in July. This this not yet finalized for July 2018.

Meeting Adjourned at 7:48PM PDT.

JKD