

City of Blue Lake  
Joint Meeting of the Blue Lake City Council and the Blue Lake Parks and Recreation Commission  
Skinner Store – 111 Greenwood Ave., Blue Lake, CA  
May 17, 2016 - Special Meeting of the Blue Lake City Council  
May 17, 2016 - Regular Meeting of the Parks and Recreation Commission  
MINUTES

The Meeting called to order at 7:07 p.m.

Councilmembers Present: Adelene Jones, Michele McCall-Wallace, Jean Lynch, John Sawatzky

Councilmembers Absent: Stephen Kullmann

Parks and Recreation Commissioners Present: Jennie Short, Patricia Powell, Bettina Eipper

Parks and Recreation Commissioners Absent: Deborah Jacobson

Staff Present: City Manager Amanda Mager, City Clerk April Sousa, Parks and Recreation Director Cameron Mull

**Motion to Approve the Agenda**

Councilmember Sawatzky *motioned to approve the agenda as stated*. Councilmember Jones seconded. The motion carried.

Commissioner Short *motioned to approve the agenda as stated*. Commissioner Powell seconded. The motion carried.

**Parks and Recreation Commission: Approval of Minutes from March 15, 2016**

Commissioner Eipper *motioned to approve the minutes from March 15, 2016*. Commissioner Short seconded. The motion carried.

**Public Input**

None

**Parks and Recreation Commission: Election of Chair, Vice Chair, and Secretary Positions**

Commissioner Powell asked Commissioner Short to continue on as the Chair. Commissioner Eipper was asked to continue as Vice Chair and Commissioner Powell was asked to continue as Secretary. Commissioner Powell stated she would like to not continue at this time.

Commissioner Eipper *motioned to elect Commissioner Short as the chair and Commissioner Eipper as Vice Chair*. Commissioner Short seconded. The motioned carried.

Consensus was to carry the Secretary Position election on to the next regular meeting.

**Discussion regarding the Ralph M. Brown Act and Representing the City and Acting on Behalf of the City**

Mayor McCall-Wallace introduced this discussion. It was noted that there was a 2-page summary passed out to all Commissioners and Councilmembers, as well as a different handout regarding the Brown Act. Clarification was made on what constitutes a meeting. “Serial” and “Daisy Chain” meetings were clarified.

Commissioners acting on behalf of the City, including volunteering was also discussed. A member of the public asked for an informational public meeting for volunteer work and fundraising for the City.

**Joint Discussion regarding the Parks and Recreation Budget Priorities, Fee Schedules, Fundraising, Donations, and Volunteers**

Mayor McCall-Wallace did an overview of the materials available in the packet as well as materials passed out at the beginning of the meeting.

A combined list of priorities was presented to the group. This list was compiled of a recent recommendation from the Commission to Council as well as staff recommendations. Consensus was to

bring this list to the next Council meeting for official approval. Staff was also directed to research what is needed to update the snack shack so that it can be used again.

The fundraising policy was discussed, and it was noted that the City Council will be bringing this forward for more discussion on a future agenda. It was suggested that there be a dollar amount stated for fundraising that the City Manager can approve without going to Council. Council directed staff to bring this information back to Council.

A larger fundraising campaign was discussed. A committee was created to bring together community groups for fundraising ideas. This committee will be made up of the City Manager, Commissioner Powell and Councilmember Sawatzky.

Volunteers and a comprehensive volunteer program were also discussed.

#### **Parks and Recreation Director Staff Report and Miscellaneous Updates**

Parks and Recreation Director Mull gave updates on the Parks and Recreation Department activities.

#### **Motion to Adjourn**

Commissioner Powell *motioned to adjourn*. Commissioner Short seconded. Councilmember Sawatzky *motioned to adjourn*. Councilmember Jones seconded. The motions carried. The meeting adjourned at 9:00 p.m.

April Sousa  
City Clerk