

CITY OF BLUE LAKE
-PARKS AND RECREATION COMMISSION-
MEETING AGENDA
Tuesday, July 19, 2016

7:00 p.m.

- | | |
|--|------------------------|
| 1. Roll Call, Establish Quorum | Chair |
| 2. Approval of Minutes | All |
| 3. Public Input | Public |
| <i>The Public is invited to present petitions, make announcements, or provide other information to the Parks and Recreation Commission that is relevant to the scope of authority of the Commission that is not on the Agenda. The Commission may provide up to 15 minutes for this public input session. To assure that each individual presentation is heard, the Council may uniformly impose time limitations of 3 minutes to each individual presentation. <u>The public will be given the opportunity to address items that are on the agenda at the time the Commission takes up each specific agenda item.</u></i> | |
| 4. Elect Secretary for P&R Commission (Action) | P&R Commission |
| 5. "Friends of the Park" Program Development (Discussion) | P&R Commission/ Public |
| 6. Picnic Rental Rate Differentiation (Discussion, possible Action) | P&R Commission |
| 7. Staff Report (Discussion) | Director |
| 8. Adjourn | |

A request for disability-related modification or accommodation, including auxiliary aid or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting, by contacting City Manager Amanda Mager, 668-5655, at least 24 hours prior to the commencement of the meeting.

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



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Ave. Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.5916

Memorandum

Date: July 19, 2016

To: Parks & Rec Commission

From: Chair

Subject: Elect Secretary for P&R Commission (Agenda Item #4)

The Parks & Recreation Commission will elect a Secretary who can takes minutes at P&R Commission meetings. Thank you to Patricia Powell for your years of service as our previous Secretary.



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Post Office Box 458, 111 Greenwood Ave. Blue Lake, CA 95525
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Memorandum

Date: July 19, 2016

To: Parks & Rec Commission

From: Chair

Subject: "Friends of the Park" Program Development (Agenda Item #5)

The Parks & Recreation Commission will discuss and possibly take action on the formation, development of a "Friends of the Park" program. This program will utilize volunteers interested in assisting the City with various projects regarding improvements to parks & facilities. The public is invited to attend this discussion via posted fliers.



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Ave. Blue Lake, CA 95525
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Memorandum

Date: July 19, 2016

To: Parks & Rec Commission

From: Chair

Subject: Picnic Rental Rate Differentiation (Agenda Item #6)

The Parks & Recreation Commission will discuss (and possibly take action) on developing different rental rates for the Perigot Park Picnic Area for large events as compared to a small private party or picnic.



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Post Office Box 458, 111 Greenwood Ave. Blue Lake, CA 95525
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Memorandum

Date: July 19, 2016

To: Parks & Rec Commission

From: Director

Subject: Staff Report (Agenda Item #7)

The Parks & Recreation Director will update the Commission with pertinent information and projects, including current & upcoming events.