



# City of Blue Lake

## Parks and Recreation Commission

### Meeting Agenda

Wednesday June 3, 2026 at 6:30p.m  
Skinner Store

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***Unless Otherwise Noted, All Items on the Agenda Are Subject to Action.***

MEETING LOCATION: Skinner Store 111 Greenwood Road, Behind City Hall, Blue Lake.

Public Input can be given to the Commission by contacting the City Clerk at [cityclerk@bluelake.ca.gov](mailto:cityclerk@bluelake.ca.gov), or by phone at 707-668-5655 until 4:00 p.m. on the date of the meeting. Written comments may be submitted via email or by submission to the City Clerk at City Hall.

1. **Call to order**
2. **Roll call and establish a quorum**
3. **Approval of agenda**
4. **Public Comment on Non-Agenda Items** – *The Public is invited to present petitions, make announcements, or provide other information to the Commission that is relevant to the scope of authority of the City of Blue Lake 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 Commission may uniformly impose time limitations of 3 minutes to each individual presentation. 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.*

#### **Items for Commission Discussion or Action**

5. **Approve May 6, 2026, Minutes**
6. **Summer Activities**
7. **Ad Hoc Committee Report: Facilities Walk-Around**
8. **Bike Park Update**
9. **Revenue Capture – Discussion**
10. **Future agenda items**
11. **Motion to adjourn**

A request for disability-related modification or accommodation(s), 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 the City Clerk at 707-668-5655, at least 24 hours prior to the commencement of the meeting.



# Parks and Recreation Commission Meeting Minutes

Wednesday, May 6, 2026 ~ 6:30 p.m. ~ Regular Meeting  
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

- 1 **1. Call to order:** Commission Chair Jan Henry called the meeting to order at 6:34 p.m.
- 2 **2. Roll call and establish a quorum of the commission**

3  
4 **Commissioners present:** Chair, Jan Henry; Vice Chair, Bettina Eipper; James Brown,  
5 Timothy Daniels

6 **Commissioners absent:** Jeffrey Bird

7 **Staff present:** Council member Kat Napier

- 8
- 9 **3. Approval of the agenda – Motion by** Bettina Eipper **Second by** Timothy Daniels to  
10 approve agenda as presented.

11 **Motion passed** unanimously

- 12
- 13 **4. Public comment on non-agenda items**

14 The following persons addressed the commission:

- 15 • Julie Christie expressed that she would like to see Parks and Rec commission  
16 broadcast the meetings on Zoom. She also offered to promote the Parks & Rec Fee  
17 Workshop. Would like to encourage more volunteer support for Parks & Rec.
- 18 • Christa Christie is following up regarding the “individual” she expressed concern  
19 about at the last meeting. Jan Henry indicated she reported the “individual” to City  
20 Manager Jennie Short.
- 21 • City Council member Kat Napier suggested the city adopt policy to exclude people  
22 from city parks based on behavioral history.

## 23 Items for commissioner discussion or action

- 24
- 25 **5. Appointment of Chair, Vice Chair, and Secretary Per Ordinance 447**

- 26 • Tim Daniels nominated Jan Henry to continue as Chair. James Brown seconded the  
27 motion. **Motion passed unanimously.**
- 28 • Jan Henry made a motion that James Brown be appointed as Vice Chair. Tim Daniels  
29 seconded the motion. **Motion passed unanimously.**
- 30 • Bettina Eipper made the motion Tim Daniels be appointed Recording Secretary.  
31 James Brown seconded the motion. **Motion passed unanimously.**

32 **Public Comment:** None received

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- 34
- 35 **6. Approve April 1, 2026 minutes**

36 **Public Comment:** No public comment received

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39 James Brown made the motion to approve the minutes from **April 1, 2026**. Bettina Eipper  
40 seconded the motion. Approved unanimously.



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## 7. Parks and Recreation Director Update

### Public comment

- Julie Christie inquired why Emily no longer attends Parks and Rec Commission meetings.
- Kat Napier suggested it's due to budgetary constraints.
- Commissioners articulate that they find written updates from Parks & Rec Director helpful.

8. **Summer Camp Update:** Staff Report on Summer Camp 2026 was read aloud. Summer Camp is cancelled for 2026 due to declining enrollment and limited resources and funding. Program is not paying for itself.

- Bettina suggested Blue Lake School has a free summer camp.

9. **Summer Activities:** Staff Report on Summer Activities 2026 read aloud. Commissioners discussed Volunteer Cleanup. Commissioners are unsure of scope of work for Volunteer Cleanup. Commissioners agree to recommend to Parks & Rec Director July 11 is the best date for Volunteer Cleanup.

### Public comment:

- Unidentified speakers suggest Adopt-a-Trail type arrangement for keeping the local trails clean.

10. **Fundraising Bike Park:** Discussion about grant which Parks & Rec Director applied for. Grant has not yet been awarded. Should be announced this month. City Manager Jennie Short has scheduled a meeting with RCMBBA board members and other stakeholders to discuss next steps regarding the Corrective Action Plan approved by City Council.

### Public comment:

- Unidentified speaker asking if the plan is to finish the project in phases so that it is rideable before it is entirely completed through all phases.

11. **Port O Potty at Horse Arena:** Staff Report on Port O Potty read aloud. Toilet is used user groups other than equestrians.

### Public comment:

- Dana Rivinius would like to see the toilet at the horse arena available at the beginning of April through October.



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- 79       • Commission recommends Port O Potty at Horse Arena be made available April 1 through  
80       October 31.

81  
82       **12. Get out and Play Day:** Discussion about combining Volunteer Cleanup day with Get out  
83       and Play Day on July 11, 2026.

84       **Public comment:**

- 85       • Unidentified speaker would like to see badminton nets set up on the grass (not specific  
86       where).

87  
88       **13. Revenue Capture Opportunities for Recreational Activities:** The Commission discussed  
89       different ways to generate revenue from residents and visitors who come to Blue Lake for  
90       recreation. Kat Napier added to the discussion that Blue Lake cannot afford all the things  
91       that were discussed and that we need to make do with what we already have.

92  
93       **14. Future Agenda Items**

- 94       • James Brown requests that Ad Hoc Committee Report from facilities walk-around be  
95       added to the June agenda.  
96       • Bettina would like to add to the June agenda a brainstorm session on Revenue Capture.  
97       • Discussion about how to get items on the agenda within the bounds of The Brown Act.

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99       **15. Motion to Adjourn**

100       James Brown made a motion to adjourn. Bettina Eipper seconded the motion  
101       Motion passed unanimously and the Commission adjourned at 7:51 p.m.

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103       Prepared by: Timothy Daniels, Recording Secretary.