



Parks and Recreation Commission Meeting Minutes

Wednesday, June 3rd, 2026 ~ 6:30 p.m. ~ Regular Commission Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

1 **1. Call to order:** Chair Jan Henry called the meeting to order at 6:33 p.m.

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3 **2. Roll call and establish a quorum of the commission**

4 **Commissioners present:** Chair Jan Henry, Vice Chair Bettina Eipper, Secretary Tim
5 Daniels, and Commissioner Jeff Bird

6 **Commissioners absent:** Commissioner James Brown

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8 **Council Liaison:** Alternate Liaison John Sawatzky

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10 **3. Approval of the agenda –**

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12 **Motion by Bettina Eipper to approve the agenda. Second by Jan Henry.**

13 **Voice vote: Motion passed unanimously.**

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15 **4. Public comment on non-agenda items: None received**

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17 **ITEMS FOR COMMISSIONER DISCUSSION OR ACTION**

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19 **5. Approve May 6, 2026 Minutes**

20 Council Liaison Kat Napier requested that corrections be made to the minutes prior to adoption.

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22 **Motion by Bettina Eipper to postpone approval of May 6 2026 meeting minutes until the**
23 **next meeting. Second by Jan Henry.**

24 **Voice vote: Motion passed unanimously**

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26 **6. Summer Activities**

27 Director Wood shared that the first volunteer cleanup event is scheduled for July 11th at Perigot
28 Park from 10am-1pm. This volunteer Day marks a soft launch of our 'Friends of the Park'
29 program. The duration of this volunteer cleanup will be approximately 3 hours – (2 hour
30 cleanup, 1 hour lunch). Public Skate will continue through the summer. Commissioners
31 furthered the conversation with discussions about additional summer activities to host and
32 suggested that the commission could help promote the cleanup day on July 11th.

33 **No action was taken**

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35 **7. Ad Hoc Committee Report: Facilities Walk-Around**

36 Director Wood met with ad-hoc committee members, James Brown and Bettina Eipper, to
37 evaluate the condition of City's facilities and park spaces. A draft report was created for staff's
38 initial review and feedback was given by staff to the ad-hoc committee regarding areas in the
39 report that can be refined. The item was tabled for further discussion since one of the ad hoc
40 members was not present.

41 **No action was taken**



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8. Bike Park Update

Director Wood indicated that staff is working through the steps outlined in the approved Bike Park Corrective Action. At their May 26th meeting, City Council approved staff to proceed with coordinating volunteers to weed whack greenery at the site and pull tarps off. A community meeting will be held on-site to discuss community visioning of the bike park. The City received notice that we did not receive the LWCF Grant for the Bike Park. However, Director Wood plans to apply for upcoming Round 5 Funding under the State Parks Per Capita Grant with the City Council's approval.

No action was taken

9. Revenue Capture – Discussion

Director Wood received feedback regarding improvement of physical advertising – specifically highlighting places to eat, things to do, etc. in central spots around town. The addition of weather-proof bulletin boards/kiosks is one suggestion that could be budgeted into this coming fiscal year to add to various places. Regarding fundraising events, Director Wood would like to work with the Commission to add an annual fundraising event into a calendar that commissioners assist with planning/executing.

Bettina Eipper clarified her comments from last month on how to implement this idea, with emphasis on advertising local vendors during events. John Sawatzky suggested that the Chamber of Commerce could get involved with this endeavor as well.

No action was taken

10. Future Agenda Items

- **Approve Minutes from May Meeting**
- **Ad Hoc Committee Report**
- **Bocce Ball Tournament**
- **Pickleball Tournament during Annie and Mary Day**
- **Revenue Capture**

11. Adjourn

Motion by Jeff Bird to Adjourn. Second by Jan Henry.

Voice vote: Motion passed unanimously and the commission adjourned at 7:14 p.m.

Prepared by: Tim Daniels (Secretary) and Samantha Green (City Clerk)