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CITY OF BLUE LAKE
CALIFORNIA

111 Greenwood Road
P.O. Box 458
Blue Lake, CA 95525

Parks and Recreation Commission Meeting Minutes

Wednesday, August 5, 2026, ~ 6:30pm ~ Regular Commission Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

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

Commissioners present: Chair Jan Henry, Vice Chair Bettina Eipper, and Commissioner James Brown.
Commissioners absent: Secretary Tim Daniels and Commissioner Jeff Bird.
Council Liaison: Councilmember Kat Napier

3. **Approval of the agenda**

Motion by James Brown to approve the agenda. Second by Jan Henry.
Voice vote: Motion passed unanimously

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

ITEMS FOR COMMISSIONER DISCUSSION OR ACTION

5. **Approval of May 6, 2026, and June 3, 2026, Meeting Minutes**

Motion by Bettina Eipper to approve the May 6, 2026 minutes. Second by James Brown.
Voice vote: Motion passed unanimously

Motion by Jan Henry to approve June 3, 2026, minutes. Second by James Brown.
Voice vote: Motion passed unanimously

6. **Bike Park Update**
   Commissions read the section of the staff report from Director Wood related to the bike park. The topographic survey was completed and community engagement sessions are underway in preparation for the next cycle of funding from the State Parks Per Capita Grant.

7. **Parks and Rec Director Staff Report**
   Parks & Recreation Director Emily Wood provided updates on department activities, including the $402,000 Brunson Family Fund donation, with $50,000 designated for Prasch Hall improvements, $150,000 for completion of the Bike and Skate Park, and the remaining funds placed in an endowment for the department. Staff reported on the new Parks & Recreation fee schedule, volunteer cleanup days, summer skating programs, and the completed Bike and Skate Park topographic survey. Staff also discussed ongoing Prasch Hall maintenance, opportunities for community volunteer involvement and fundraising, and current Recreation Specialist I job openings.

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8. Ad Hoc Committee Report

James Brown read an in-depth report with the outcomes from the Facility Walkaround Ad Hoc with Director Wood and Commissioner Bettina Eipper.

9. Recreation Tournaments – Discussion

Tabled for the next meeting.

10. Revenue Capture Opportunities – Discussion

The Commissioners discussed different opportunities and strategies to generate additional revenue for the Parks and Recreation Department and to get people to Blue Lake.

11. Upkeep at Prasch Hall – Discussion

Jan Henry expressed her concerns regarding the upkeep at Prasch Hall and the possibility of liability. Commissioners discussed the possibility of forming an Ad Hoc to address some of these concerns regarding Prash Hall.

Motion by James Brown to form an Ad Hoc of James Brown and Jan Henry. **Second by Jan Henry.**
Voice vote: Motion passed unanimously

12. Future Agenda Items

- Recreation Tournaments
- Upkeep at Prasch Hall
- Develop Recreational Revenue Opportunities

13. Adjourn

The meeting adjourned at 7:42 p.m.

Prepared by: Samantha Green, City Clerk.