City of Blue Lake
Parks and Recreation Commission
Meeting Agenda

Wednesday December 2, 2026 at 6:30p.m
Skinner Store

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, 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. **Approval of November 4, 2026 Meeting Action Minutes**
6. **Bike Park Update**
7. **Parks and Rec Director Staff Report – Verbal**
8. **Recreational Revenue Opportunities – Discussion**
9. **Holiday Activities – 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.

(707) 668-5655
Fax: (707) 668-5916
www.bluelake.ca.gov

CITY OF BLUE LAKE
CALIFORNIA

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

Parks and Recreation Commission Meeting Action Minutes

Wednesday, November 4, 2026 ~ 6:30 p.m. ~ Regular Commission Meeting
Skinner Store Building ~ 111 Greenwood Rd., Blue Lake ~ Behind City Hall

1. **Call to order**: Commissioner James Brown called the meeting to order at 6:33pm

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

   Commissioners present: Vice Chair Bettina Eipper, Secretary Tim Daniels, and Commissioner James Brown.
   Commissioners absent: Chair Jeff Bird.
   Council Liaison: Councilmember Kat Napier.
   Staff present: Parks and Recreation Director Emily Wood.

3. **Approval of the agenda –**

Motion by Bettina Eipper to approve the agenda. **Second by Tim Daniels.**
Voice vote: Motion passed unanimously.

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

ITEMS FOR COMMISSIONER DISCUSSION OR ACTION

5. **Approve Minutes from August 5, 2026.**

Motion by Bettina Eipper to approve the minutes. **Second by Tim Daniels.**
Voice vote: Motion passed unanimously.

6. **Bike and Skate Park Update**
   Director Wood provided updates on the completion of Phase 1 paving, community input received to date regarding Phase 2, and plans for continued public outreach to gather input on potential Bike and Skate Park features ahead of the December 17, 2026, State Parks Per Capita Grant application deadline.

No action was taken.

7. **Parks and Recreation Director Staff Report – Verbal Update**
   Director Wood provided updates on upcoming Parks and Recreation activities and events, including indoor pickleball on Wednesdays from 5:00–8:00 p.m.

No action was taken.

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8. Recreation Tournaments – Discussion

Motion by Bettina Eipper to future agendize the recreation tournaments in the spring. **Second by James Brown.**
Voice vote: Motion passed unanimously.

9. Develop Recreational Revenue Opportunities – Discussion
This standing item gives the Commission a avenue for discussing and identifying different revenue opportunities related to parks and recreation.

Motion by Tim Daniels to keep the item on the agenda. **Second by James Brown.**
Voice vote: Motion passed unanimously.

10. Holiday Activities
The Tree Lighting and Parade will be held on December 13 and the Winter Wonderland Horse Story Tour on December 19.

11. Upcoming Volunteer Clean-Up Dates
The next clean up date is on November 14th from 10am-12pm.

12. Parks and Recreation Commission Representative – Discussion
The Commission and Council Liaison discussed the possibility of having a Parks and Recreation Commission representative attend a City Council meeting to improve communication and coordination between the Commission and Council and provide an opportunity to identify and establish priorities.

13. Future Agenda Items

- Recreation Tournament Discussion in the Spring
- Recreational Revenue Opportunities – Discussion
- Bike and Skate Park Update – Discussion
- Holiday Activities – Discussion

14. Adjourn

Motion by Tim Daniels to adjourn. **Second by Bettina Eipper.**
Voice vote: Motion passed unanimously and the Commission adjourned at 7:37 p.m.

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