



**THE CITY OF LIBERTY LAKE
PARKS & ARTS COMMISSION MEETING MINUTES
SEPTEMBER 18TH, 2019 - 4:00 PM**

CALL TO ORDER:

Chair Laina Schutz called the meeting of the Parks and Arts Commission to order at 4:00 PM on September 18th, 2019.

ROLL CALL:

Commissioner David Himebaugh

Commissioner Laura Frank

Commissioner Tom Chamberlain

Commissioner Tom Sahlberg

Commissioner Tom Stanley **Excused**

Commissioner Laina Schutz

Commissioner Bridgette Harris

Adjunct Bob Schneidmiller

Adjunct Kate Laven **Excused**

Maintenance & Operations Director Jennifer Camp

Activities & Events Maintenance Worker Anita Eylar

Administrative Assistant Tait Hunter

APPROVALS:

Commissioner Sahlberg made the motion to approve the minutes from the September 4th. The motion was seconded by Commissioner Harris and approval carried unanimously.

CITIZEN COMMENTS:

No comments were made at this meeting.

STAFF REPORT:

Jennifer Camp, Operations & Maintenance Director, provided a brief staff update to the commission regarding the previous night's Council Meeting. Due to lack of attendance, Ordinance 168 discussion will be further postponed. The Story Walk in Rocky Hill Park is eligible to be submitted to AWC for an award. The latest budget position was discussed, as well as the Capital Funds Project (CFP).

NEW & UNFINISHED BUSINESS:

Commissioner Frank provided the update on the Pavillion Mural project. The Art Selection Panel will be moving forward with selections and interviews will begin in the upcoming weeks. They hope to present the finalist selections at the October 18th Council Meeting.

The commission discussed the continuing wraps project, noting in discussion that the Signal & Appleway wrap is being installed and throughout the coming weeks, the status of the remaining wraps will be known.

ACTION ITEMS/ PRESENTATIONS/ GENERAL DISCUSSION:

The commission continued discussion on the Winter Glow event proposal, going over costs, staff time required, and more. Richard Riley, Winter Glow Event, answered questions from the commission on cost estimates, staff power required, permits, etc.

The commission finished the meeting by discussing and voting on the current 2020-2023 Strategic Plan and Program Fee Schedule. Motion to approve the Strategic Plan was proposed by Commissioner Sahlberg, and after brief discussion, Commissioner Chamberlain seconded the motion which approved unanimously.

ACTION ITEMS/ PRESENTATIONS/ GENERAL DISCUSSION CONTINUED:

The motion to approve the Program Fee Schedule was made by Commissioner Himebaugh. The motion was seconded by Commissioner Sahlberg and again, carried unanimously for approval.

ADJOURNMENT:

There being no further business, the meeting adjourned at 4:47 PM.