



**THE CITY OF LIBERTY LAKE  
PARKS & ARTS COMMISSION MEETING MINUTES  
OCTOBER 2ND, 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 October 2nd, 2019.

**ROLL CALL:**

Commissioner David Himebaugh **Excused**

Commissioner Laura Frank **Excused**

Commissioner Tom Chamberlain **Unexcused**

Commissioner Tom Sahlberg

Commissioner Tom Stanley

Commissioner Laina Schutz

Commissioner Bridgette Harris

Adjunct Bob Schneidmiller

Adjunct Kate Laven

Maintenance & Operations Director Jennifer Camp

Activities & Events Maintenance Worker Anita Eylar

Administrative Assistant Tait Hunter **Excused**

**APPROVALS:**

Commissioner Schutz made the motion to approve the minutes from the September 18th, after making the request to change Commissioner Laven's attendance status. She was excused, and the minutes will be changed to reflect appropriately. The motion was seconded by Commissioner Sahlberg 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, where Ordinance 168 was discussed, as well as the requested attendance of a Parks & Arts Commissioner at the next CFP Meeting.

The Pavillion Mural was placed on the 2020 budget in the event it is not completed in 2019.

Emma Horton will be the new student commissioner for 2020, and she will be appointed to the position in an upcoming meeting.

**NEW & UNFINISHED BUSINESS:**

Commissioner Schutz provided the Pavillion Mural art selection update on behalf of Commissioner Frank. Feedback was given by the commission and they discussed the options provided. The final selection will be made October 3rd by the selection committee.

Commissioner Schutz went over the wrap update, noting she will continue to reach out to the CW Wraps representative.

**ACTION ITEMS/ PRESENTATIONS/ GENERAL DISCUSSION:**

Commissioner Sahlberg updated the rest of the commission on the Winter Glow event. There are still details that need to be worked out, and the commission discussed the progress so far.

**ACTION ITEMS/ PRESENTATIONS/ GENERAL DISCUSSION CONTINUED:**

Jennifer Camp updated the commissioners on the Winter Glow project in relation to the Council, noting they requested a presentation to be done at Council, and more information to be provided before approvals are made. There is no contract for this event, only an invoice.

The commissioners discussed a change to the meeting schedule, specifying that there is a lag in provided the Council information with the current schedule. The commission decided on October 14th (Monday) for the next meeting. The first and third Monday of the month will tentatively be the schedule going forward.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 4:26 PM.