



**THE CITY OF LIBERTY LAKE  
PARKS & ARTS COMMISSION MEETING MINUTES  
JUNE 6TH, 2022 - 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 June 6th, 2022.

**ROLL CALL:**

Commissioner David Himebaugh

Commissioner Nancy Hill

Commissioner Laura Frank

Commissioner Connie Psomas

Commissioner Tom Chamberlain

Adjunct Bob Schneidmiller **Excused**

Commissioner Tara Cael **Excused**

Ops. & Maint. Director Jennifer Camp

Commissioner Laina Schutz

Ops. & Maint. Supervisor Trevor Ragan

Administrative Assistant Tait Hunter

**APPROVALS:**

Commissioner Schutz made the motion to excuse commissioners Cael and Schneidmiller. The motion was seconded by Commissioner Hill, carrying unanimously. Commissioner Schutz then motioned to approve the May minutes. The motion was approved unanimously amongst present commissioners.

**CITIZEN COMMENTS:**

No comments were made at this meeting.

**STAFF REPORT:**

**Trailhead Update**– Trevor Ragan provided the commission a brief update regarding the details of the Trailhead project. The first phase, including the parking lot and utilities work, will take the next several weeks. The building demolition will follow around the beginning of September.

**Events & Farmers Market**– Trevor Ragan went over upcoming events, including the start of the Liberty Lake Farmers Market. The annual Yard Sales Event begins June 17th and 18th, as well as the Library Book Sale. The July 4th concert is scheduled to go on, barring weather issues. Touch a Truck will be back July 15th at Orchard Park. Movies in the parks start on July 3rd.

**ACTION ITEMS/ DISCUSSION/ PRESENTATIONS:**

David Goehner, the Communications Specialist for the City of Liberty Lake, introduced himself and explained his duties within the City. He briefly went over a current Community Engagement Commission survey that was debuted at the Farmers Market over the weekend, with the intent to take the community's interests and wants into account. Commissioners asked him questions regarding his involvement with possible Parks and Arts Commission projects and outreach.

**NEW/ UNFINISHED BUSINESS:**

**Hooptown USA Project**- The commissioners discussed the Hooptown USA court project with David and Trevor, going over budget requirements and what the theme will be for the call to artists. They discussed the approximate two month timeline required for a call to artists, noting that the budget was separate from the call to artists and would need to be established first. The commissioners went over the budget estimates, which details costs down to concrete fees, artist stipends, mural costs, and more to bring the estimated total to approximately

**NEW/ UNFINISHED BUSINESS CONTINUED:**

\$29,450- \$21,450 for a single court, or \$58,900- \$60,900 for the double courts at Pavillion Park. It was the recommendation of staff to add an additional 10-15 percent on top of the final quote for the budget proposal.

**Utility Box Project**– CW Wraps is in the process of getting a quote and mocking up the next wrap project. The high school wrap is also being mocked up and a quote is being processed. The donation process was discussed again, and Trevor Ragan noted that if STCU pays directly, then no donation form will be required. However if they donate the money to the commission for payment to CW Wraps, then it will need to be approved through Council.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 5:09 PM.