



**Parks and Recreation Commission Meeting Agenda**  
**Wednesday, June 22, 2022, 5:00 PM**  
**Hybrid Meeting - Zoom & Council Chambers, 616 NE**  
**4th AVE**

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**CALL TO ORDER**

**Meeting Ground Rules: Listen With An Open Mind, Let Everyone Participate, Close Decisions, Identify Action Items & Follow Up, Show Up On Time & Come Prepared, Stay Mentally & Physically Present**

**ROLL CALL**

Present: Ellen Burton, David Dewey, Brittany Grahn, Jason Irving, Steve Lorenz, Council Liaison Tim Hein

Excused: Katy Daane, Jenny Wu

Staff: Deborah Brooks, Cathy Huber Nickerson, Trang Lam, Susan Palmer

**PUBLIC COMMENTS**

No public comments were made at this meeting.

**APPROVAL OF MINUTES**

**1. Approve Minutes or Parks & Recreation Commission Meeting – May 25, 2022**

Presenter: Steve Lorenz, Chair

Time Estimate: 5 Minutes

A motion was made by Burton, seconded by Grahn, and approved unanimously to accept the minutes from May 25, 2022 as written.

**MEETING ITEMS**

**2. Budget 101 Informational Presentation**

Presenter: Cathy Huber Nickerson and Deborah Brooks, Finance Department Staff

Time Estimate: 30 Minutes

Cathy Huber-Nickerson, Finance Director, provided a summary of the 2023-24 budget, she reviewed the mayor's focus and provided a budget timeline. Huber- Nickerson answered Burton's questions regarding the 2023-24 biennial budget.

**3. Parks & Recreation FY 2023-24 Budget Process**

Presenter: Trang Lam, Parks & Recreation Director

Time Estimate: 10 minutes

Lam provided further discussion on the upcoming 2023-24 Parks & Recreation budget and reviewed the Parks & Rec Commission budget calendar timeline. Discussion ensued.

**4. Crown Park Surveys Update**

Presenter: Trang Lam, Parks & Recreation Director

Time Estimate: 15 Minutes

Lam reviewed the Crown Park open house survey results and the Crown Park sport court survey results. Discussion ensued.

**PROJECT UPDATES**

**5. Parks & Recreation Project Updates**

Presenter: Trang Lam, Parks & Recreation Director

Time Estimate: 10 minutes

Lam provided an update on RCO grant applications, skate park design and the T3 Trail.

**6. Public Works Project Updates**

Presenter: Steve Wall, Public Works Director

Time Estimate: 10 minutes

Will Noonan provided an update on Parks Maintenance and added that staff is still trying to catch up from the wet weather conditions in June.

**OTHER ITEMS**

**7. Commissioner Updates**

Presenter: Steve Lorenz, Chair

Time Estimate: 20 minutes

Jason Irving provided a positive update on Parks Maintenance staff. Brittany Grahn attended the Camtown Youth Festival and stated that it was a great event. Steve Lorenz visited Oak Park and commented on what a nice park it is.

**CLOSE OF MEETING**

The meeting closed at 6:57 pm, the next meeting will be held on Wednesday, July 27, 2022 at 5:00 pm.