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## **Parks and Recreation Advisory Board Agenda**

### **Lincoln Park Barn**

**December 1, 2022**

**12:00 PM**

#### **Call to Order**

#### **Approval of Minutes**

Approve minutes from November 3 meeting

#### **Regular Agenda Topics**

Supervisor Presentation - Larry Manchester

Vice Chair Election

Orchard Mesa Pool Renovation

Bylaws Review

2023 Meeting Schedule

#### **For the Good of the Community**

#### **Future Agenda Topics**

#### **Adjournment**

#### **Next Meeting Date**

January 5, 2023



## **Parks and Recreation Advisory Board Minutes Regular Meeting – November 3, 2022**

Meeting Location: Barn – Lincoln Park

### **Roll Call**

Board Members Present: William Findlay  
Cindy Enos-Martinez  
Lily Grasifi  
Gary Schroen  
Austin Solko  
Nancy Strippel  
Lisa Whalin  
Byron Wiehe

Board Members Absent: Kyle Gardner - absent  
Abe Herman absent  
Phil Pe'a absent

City Staff Present: Ken Sherbenou, Director of Parks and Recreation  
Emily Krause, Recreation Superintendent, P&R  
Jonathan Wheatley, Recreation Supervisor  
Allison Little, Administrative Specialist, P&R

### **Meeting called to order by Lisa Whalin at 12:01 p.m.**

Bill Findlay made a motion to approve the minutes from the October 6 meeting. The motion was seconded by Gary Schroen and approved unanimously.

Motion by the Parks and Recreation Advisory Board:      Yes 8 No 0

### **Supervisor Presentation – Jonathan Wheatley**

Ken introduced Jonathan Wheatley to the board, he has been with the department since January and moved here from Florida. Jonathan talked with the board about the staff he supervises, Marlene, Tina and Miranda, and the areas they oversee. Summer camps had a successful 2022 season. With 4 camp styles at 99% enrollment staff served 750 children by employing over 60 seasonal staff. Also offered this summer were camps provided by contractors including Ninja Warrior camp, Wilderness Survival camp, Little Rockers climbing camp, and Challenge Island STEAM camps. Contract camps served more than 300 participants.

Jonathan also talked with the board about year-round general programs. Internal programs run mainly by Tina Ross include Little Artists, Wacky Wednesdays, Kinder Sports, basketball basics and our very popular Youth Basketball program which accommodates 1000 players on 150

teams. Jonathan also over sees contracted programs including Harmony Acres horse programs, piano/music programs, and fencing.

Marlene Godsey also joined the department in January and she coordinates our Arts and Culture programming. The Art Beat Contest, formerly Write On, has been expanded in an effort to incorporate new mediums of photography and videography, she has worked with the Commission on Art and Culture to get the Cultural Strategic Plan adopted as well as produce an Economic Impact study which is currently underway. Three new Riverfront murals have been added to the ten existing Riverfront murals. Additionally, murals at Westlake and Eagle Rim Skate Parks have been installed to help curb the impacts of unwelcome graffiti. A Bear Statue has been installed at the old bandstand in Lincoln Park which includes a new mural below it and a new mural will be installed on the retaining wall at Duck Pond park in Orchard Mesa. Marlene is also hoping to engage the cultural diversity in our community with a number of different programs.

Marlene also handles senior programming. This year's Senior Games hosted 150 participants in a wide variety of activities from pinochle and pickleball to axe throwing. She has coordinated with contractors to provide such as gentle yoga, tai chi, and even goat yoga at the Fairgrounds.

Jonathan updated the board on the new childcare facility. The existing building was renovated and three rooms are open and hosting children. The two room addition is nearing completion and a ribbon cutting is being scheduled for December 6 at 3:00pm. Once fully opened the childcare facility will host kids from 6 weeks old to 5 months. Miranda Cremeens is the Daycare Director. Board members wondered if all the spaces are filled with children of City employees. Jonathan advised the board that once the facility is fully open, staff are considering ways to open up remaining spaces to the community.

Board members also wondered if there have been hiring challenges this year. The City offered some innovative programs, incentivizing retention for seasonal lifeguards, and summer camp staff. A similar program is being offered to basketball staff. Contracted programs are also a great way to beat staffing challenges and may provide a smaller business access to a wide audience through the Parks and Recreation activity guide which creates a successful public/private partnership. The same is true for competitive sports where Parks and Recreation provides exposure to sports and development of fundamentals and other organizations offer more specialized or competitive versions.

### **Tennis/Pickleball Expansion**

Ken Sherbenou updated the board on the progress of the tennis project at Canyon View. A contractor, Renner Sports Surfaces, has been selected for the court construction. A groundbreaking ceremony will be held on November 18 at 10am. Musco Lighting, is working to install lighting on 12 existing courts. The lighting portion of the project should be completed by early December. Lighting extends the playable hours on these courts, especially this time of year. After Musco completes their work at Canyon View they will shift to Lincoln Park to

retrofit the existing courts. There will be a little new installation of lighting to accommodate the expanded footprint once construction begins on the Lincoln Park pickleball courts.

Once lighting is complete at Canyon View, Renner will begin construction of four additional courts. Due to the location of a storm water detention area, the courts will be located north of the existing parking which will also allow for more expansion in the future. The gravel parking area (where the four courts are going) is currently utilized by football, soccer, and baseball participants. Emily Krause did parking counts during a couple of high utilization weekends. Currently, the gravel parking lot, though it feels full, is not being utilized effectively since there are no lines and people park all over the place. Adding structure to the gravel lot will allow for more useful and efficient parking and likely no reduction in the number of cars which can park there during any given weekend.

### **Unhoused in Park**

Ken Sherbenou talked with the board about the increased presence staff have been seeing of the unhoused in the parks over the past couple of years. Staff is working balancing being a service provider (restrooms, access to clean water) for folks experiencing homelessness, with park experiences for other citizens. There is an ordinance preventing overnight camping in the parks and staff has expanded communication with the Police Department and our security company to ensure folks are exiting the parks when they are closed. The City, in response to downtown business owners, is ramping up response to increased overnight presence in Whitman Park, as well as creating a disposal process for abandoned property. Earlier this week, staff winterized the sprinklers, did mowing and trimming, cleaned up litter and trash, installed some shelving so that property found in the future can be placed on the shelving and discarded after 72 hours (as indicated by new signage in the parks).

Board members noted that closing Whitman created increase presence in Riverside. And that ordinances around camping in the parks have not been enforced because Homeward Bound has been closed. Staff are actively working to intentionally activate parks with positive uses which, in turn, will discourage negative uses. The City is working to compassionately address the issue with affordable housing initiatives, support of Homeward Bound, and other support services.

Board members wondered if anyone in the community looking at root causes? Is it affordability, mental health, or something else? Ken Sherbenou noted that there are non-profits working in this space where typically municipalities are not involved. The City has hired a housing manager, Ashley Chambers, who is working to help us understand and address root causes. Affordable housing is a high priority of City Council, and the three ballot initiatives reflect their dedication to finding solutions.

### **For The Good of the Community**

Board members wondered why the Orchard Mesa Pool renovation is on hold. They are concerned it could affect the vote on the Community Recreation Center. Ken Sherbenou reassured board members that the City is committed to making the renovations and is under

contract to do the design renovation. It is a facility that operates with partners and it is important for partners to step up. Board members expressed disappointment and a feeling that Orchard Mesa residents are being overlooked. A recreation center in Matchett is not accessible for low-income folks in that area especially for kids who don't have transportation. Ken reiterated to the board that equitable service is a priority for the City and staff will continue to work to make sure all areas of the community are served.

Board members wondered if blue light/emergency alerts (similar to what is found on the CMU campus) could be installed along the Riverfront Trail. Some parts of the trail are remote and it can feel unsafe to recreate by yourself. While Riverside Parkway doesn't feel particularly safe to ride a bike on, sometimes it feels safer than the trail itself. Ken will reach out to One Riverfront to see if this is an option they have explored.

Board members wondered if the netting on the North Avenue side of the Lincoln Park golf course could be expanded. Lily has had golf balls come over the fence while she has been running by, and also had golfers asking her to shag their balls back from the North Avenue side of the fence.

The election of a Vice Chair will happen at the December meeting.

### **Adjourn**

The board adjourned by acclamation at 1:30 p.m.

### **Next Meeting**

The next regular meeting will be December 1, 2022.

Respectfully submitted,  
Allison Little  
Administrative Specialist

**Bylaws of the City of Grand Junction**  
**Parks and Recreation Advisory Board**

Article I – Name

The name of this Board shall be the City of Grand Junction Parks and Recreation Advisory Board.

Article II – Purpose

The City Council shall appoint a Parks and Recreation Board which shall act in an advisory capacity to the City Council and the Director of the Department, including assisting in planning of recreation activities and in helping to promote a long-range program for the development of the City's parks system.

Article III – Powers

The Board's powers are defined by Article III, Division I, Sec. 20-41 (a) of the Grand Junction Code, as amended from time to time. The Board's recommendations shall be submitted to the aforesaid director and/or the City Council. The Board shall have no power to expend funds of the City or to incur any indebtedness.

Article IV – Contracts, Expenditures

The Board and its members do not have authority to bind the City, unless the City Council has specifically granted such authority in writing. Authority to bind the City shall be limited to the specific act(s) described in such writing. Expenditures on behalf of the Board and its work shall be granted such authority exclusively through the City Finance Department.

Article V – Ethical Conduct

Board members shall comply with the City of Grand Junction Resolution No. 79-06, and as subsequently amended, which establishes ethical standards for members of the City's boards, commissions and similar groups.

Article VI – Members

Section 1. The Council shall select for concurrence, nine persons who are citizens of the City of Grand Junction. The members shall serve three-year staggered terms. The City Council Representative and the Parks and Recreation Director shall be ex-officio, non-voting members of the Board.

Section 2-New members shall be appointed annually for three-year terms.

Section 3. Appointments to fill vacancies shall be for the unexpired term and shall be made in the same manner as original appointments.

Section 4. No member of the Board shall receive any compensation for such membership.

Section 5. Members of the Board may be removed by action of the City Council for malfeasance or nonfeasance or for unexcused failure to attend three consecutive meetings of the Board. The Board may recommend such action to the Council.

#### Article VII – Officers

Section 1. The officers of the Board shall be the Chair and Vice-Chair. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Board. The Chair shall preside at all meetings of the Board. In the absence of the Chair or in the event of their inability or refusal to act, the Vice-Chair shall perform the duties of the Chair.

Section 2. The officers shall be nominated and elected to serve for one year at the meeting which includes the installation of newly appointed board members or until their successors are elected, and their term of office shall begin at the close of the meeting at which they are elected.

Section 3. No member shall hold more than one office at a time and no member shall be eligible to serve more than two consecutive terms in the same office.

#### Article VIII – Support Duties

Section 1. A City Parks & Recreation staff member shall keep a full and accurate account and record of all meetings of the Board plus the correspondence, files and records thereof. Duties of the staff member will include to prepare and forward all reports required by the Chair and/or Board members, keep a continuous attendance record, do and perform other acts and duties as may be incident to this office or may be properly required of the staff member from time to time by the Chair-of the Board.

#### Article IX – Legal Advice, Finances, Insurance

The City Attorney shall serve as the legal advisor for the Board. The City's Financial Operations Director shall serve as the treasurer for the Board. The City's insurance provides coverage for its volunteers and will defend members of the Board against losses, costs and expenses, including legal counsel fees, reasonably incurred by reason of his/her being or having been a member of the Board, so long as the member's actions are not malicious, criminal, or with deliberate intent to violate a law or regulation or with intent to injure. A Board member shall immediately

contact the City Attorney if such losses, cost or expenses arise or if there are any questions about coverage.

#### Article X – Meetings

Section 1. Regular meetings shall be held at least once a month, at the time and place designated by the Board. Regular meetings may be canceled at the discretion of the board. Written notice of the time and place of the meeting shall be made available to the public one week prior to the meeting. Each Board member will be counted on to be in attendance unless notification is received by the Parks and Recreation office to the contrary.

Section 2. The regular meeting which includes the installation of newly appointed board members shall be known as the annual meeting and shall be for the purpose of electing officers, receiving reports of officers and committees, and consideration of any other business that may arise.

Section 3. Special meetings may be called by the Board Chair or upon written request by five members of the Board filed with the Director of Parks and Recreation Department. The purpose of the meeting shall be stated at the time of the request. Except in cases of emergency, notice shall be given as provided for in Section 1.

Section 4. Five voting members of the Board shall constitute a quorum.

Section 5. The action of the majority of the members present at any meeting of the Board at which a quorum is present shall be the act of the Board. Any meeting may be held by telephone or video conference call upon arrival of a majority of the Board.

Section 6. Affairs of the Board shall be governed by the Open Meetings Law and the Open Records Act, as amended, including but not limited to the posting of notices, designating annually the location for the posting of notices, and the taking of minutes.

#### Article XI – Committees

Section 1. Standing or special committees shall be appointed by the Chair and adopted by a majority of the members present at a meeting at which a quorum is present. Except as otherwise provided, the Chair shall appoint members thereof.

Section 2. Each member of a committee shall continue as such until completion of designated assignment.

Section 3. One member of each committee shall be appointed Chair by the Board Chair to appoint the members thereof.

Section 4. Each committee chair shall call and preside over all meetings of that committee. If the chair is absent, the committee members shall elect a temporary Committee Chair to chair the committee meeting. The committee Chair shall provide written reports of committee meeting proceedings to all Board members.

Section 5. It shall be the responsibility of each Committee Chair to submit written reports of each meeting to the Parks and Recreation Director for keeping permanent files.

#### Article XII – Conflicts, Compensation, Expenses

Section 1. A. No compensation shall be paid to any member of the Board for his/her services. The Board shall not enter into any contract with any member or pay or authorize any remuneration to any member. The rules and requirements of the City Charter and state law that apply to volunteer board members regarding conflicts of interest, disclosure, gifts and appearances of impropriety, as well as the City Resolution referred to in Article 2, shall apply to each member of the Board.

Section 2. In accordance with the rules and requirements of the City, a member may be reimbursed for his reasonable expenses that are allowed by motion of the Board prior to being incurred. Expenses so authorized must be incurred in the performance of the Board member's duties. All such expenses shall be paid with Board funds.

#### Article XIII - Notices

Any notice of claim, demand or other legal process served on or received by the Board or any of its members should be immediately delivered to the City Clerk or the City Attorney.

#### Article XIV –Parliamentary Authority

The conduct of Board meetings shall be generally in accordance with customary practices of parliamentary procedure which are not inconsistent with these bylaws and any special rules of order the Board may adopt or any City of Grand Junction Administrative Regulation.

#### Article XV – Amendment of Bylaws

Recommended bylaw changes may be adopted at any regular meeting of the Board by a two-thirds vote of the membership of the Board provided that the proposed change has been submitted in writing at the previous monthly Board meeting.

These bylaws were unanimously adopted by the Board at a duly called meeting held August 9, 2020.

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Chair of the City of Grand Junction  
Parks and Recreation Advisory Board

RECORDERS NOTE: Bylaws originally adopted February 15, 1984; and amended the 19<sup>th</sup> day of March, 1986 and amended January 11, 2017.

# PRAB Meeting Schedule

January 5, 2023

February 2, 2023

March 2, 2023

April 6, 2023

May 4, 2023

June 1, 2023

July 6, 2023

August 3, 2023

September 7, 2023

October 5, 2023

November 2, 2023

December 7, 2023