

**City of Covington
Parks & Recreation Commission
Minutes**

January 19, 2011
6:00 pm

Covington City Hall
City Council Chambers

CALL TO ORDER Meeting was called to order at 6:00 pm.

ROLL CALL Present: Dave Aldous, Conni Elliott, Steve Pand, Kollin Higgins and Liz Fast.
Absent: Martin Larson, Bryan Higgins

CITY STAFF PRESENT Scott Thomas

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

The agenda was approved.

APPROVAL OF CONSENT AGENDA

The November minutes were approved as submitted.

CITIZEN COMMENTS

No citizens were present.

CONTINUED BUSINESS 1. **Rules of Procedure** – CM Pand has thoroughly researched the Rules of Procedure for the PR Commission, comparing it to the Planning Commission and Ordinance 15-06, and the Parks Director’s job description. The CM were given copies of all documents. CM Pand recommends we petition the Council to revise the statutory responsibilities of the Commission. There are conflicts with what the responsibilities are of the Commission and the Director. The CM will review the Rules of Procedure, the current ordinance describing the responsibilities of the Commission and the Parks Director’s job description. The CM should be prepared to discuss their recommendations at the February meeting.

NEW BUSINESS 1. **Thank You Marty** – The CM expressed their appreciation of Marty’s service on the Parks Commission and encouraged him to stay involved in the process and consider reapplying this time next year.
2. **Arbor Day Planning** – This year is our 10th Arbor Day event, and 2012 will be our 10 year anniversary as a Tree City. Scott suggests that we do something with the number 10. Scott suggested 1) creating a brochure by researching our Arbor Day tree plantings for the last 9 years, identifying trees that were planted as Arbor Day trees, putting a plaque near the tree commemorating the event, describe the benefits of planting trees, and plan future locations for new trees; 2) plant a Decennial (10th) Grove. The CM

will reach out to the Friends of Covington Parks to lead a project of this type. They will submit their project plan to the CM for review.

3. **Volunteer/Non-Profit Partnerships** – With the limited resources we have in the City, we cannot maintain current properties at the level we need to. We need to create a system where we can take advantage of volunteer efforts. Scott will discuss adding a budget item with the City Manager. Scott will start putting together a list of projects that are not getting done, including project work, invasive removal, and ongoing maintenance. Dave is going to do some preliminary research on what other small cities are doing. Scott also reports that service committees are coming to the City to sponsor events, but using City resources for a large part of the event, rather than providing their own. We need a partnership agreement or SOW for each project, to address this.
4. **2011 Department and Commission Work Plan** – CM reviewed the 2011 work plan. CM Higgins expressed a strong interest in getting the Impact Fee Study on the Work Plan. Scott will try to get this going with help/reminders from the CM.
5. **Future Agenda Items and/or Questions** – the CM would like to see the Impact Fee Study and Calhoun Pit topics added to the Work Plan. Scott will give an update on the Downtown Park in March.

COMMENTS AND DISCUSSION OF COMMISSIONERS AND STAFF

Scott provided an update on the status of the Jenkins Creek bridge. He expressed that getting the funding for a new bridge is imperative but it will take input from the citizens that completing that project is a concern. CM Higgins and Scott know about a couple of bridges that are not currently in use that might be appropriate for the park.

With no further discussion, the meeting adjourned at 7:50 pm.

Respectfully submitted,

Conni Elliott

Conni Elliott
Parks & Recreation Commission, Secretary