



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

April 20, 2011  
6:00 pm

Covington City Hall  
City Council Chambers

**CALL TO ORDER**

Meeting was called to order at 6:05 pm.

**ROLL CALL**

Present: Dave Aldous, Conni Elliott, Kollin Higgins Liz Fast, Steve Pand and William Pand

Excused: Bryan Higgins

**CITY STAFF PRESENT**

Scott Thomas

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

The agenda was approved.

**APPROVAL OF CONSENT AGENDA**

The March minutes were approved as submitted.

**CITIZEN COMMENTS**

No citizens were present.

**CONTINUED  
BUSINESS**

1. **New Member Orientation** – the CM were reminded to bring their notebooks to the next meeting.
2. **Rules of Procedure Project** –The CM reviewed the recommendations by CM Pand. Discussion took place regarding how detailed the ROP should be, especially regarding Rules of Order. Rules of Order include detailed procedures, and since they are adopted, they do not need to be listed. The election provision was changed from elections in February, to nominations in February and elections in March, taking into consideration that any new members should be allowed to acclimate to the commission before voting for officers. Steve will revise the document and resend for approval at the May meeting. The CM reviewed the proposed changes to Ordinance 2.45.040 (Responsibilities of the Parks & Recreation Commission). CM Pand will include changes and send to Scott for finalization.
3. **Arbor Day Planning** – Friends of Covington Parks held a Decennial Grove Tree Planting event at Covington Community Park on Saturday, April 16. There were approximately 20 people in attendance, and the planting went very quickly. The groups volunteering their time, in addition to Friends of Covington Parks, include BSA Troop 470, Girl Scout Troop , Order of the Arrow 502, and the St. John the Baptist Catholic Church youth outreach team.

4. **Earth Day Planning** – This year’s Earth Day project will be to remove Scotch Broom from the Covington Community Park on Saturday, April 23 at 9am. Dave will get equipment from the City before the event. Scott would like the group to focus on the East fence boundary, from the gateway to the pad.

NEW BUSINESS

1. **Park Descriptions Project Report** – CM Elliott and CM Higgins will work on this project.
2. **One Year PROS Plan Report** – Scott updated the CM about the progress on the PROS plan. Scott feels we met the expectation for accomplishing one-year milestones.
3. **2012 Capital and Operating Budget Priorities (1 of 2)** – Scott would like the CM to begin thinking about 2012 budget priorities and capital projects. The priorities are 1) Covington Community Park; 2) replacement of Jenkins Creek Park bridge; and 3) Parks impact fees.
4. **Future Agenda Items and/or Questions** – finalization of the ROP and ordinance should be on the May agenda.

GOOD OF THE ORDER

- Senate Ways & Means Committee Testimony – Scott
- Council was enthusiastic about the scheduling of Arbor Day and Earth Day events at CCP.

COMMENTS AND DISCUSSION OF COMMISSIONERS AND STAFF

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

Respectfully submitted,

*Conni Elliott*

Conni Elliott  
Parks & Recreation Commission, Secretary