

**PARKS AND RECREATION COMMISSION**  
**Thursday, Aug. 15, 2024, 6:30 p.m.**  
**ARC Meeting Room, 1701 W Ash**

**DRAFT MINUTES**

**Commission Present:** Dan Devine, Ted Farnen, Sue Davis, Paul Morrison, Jason Patrie  
**Commission Absent (excused):** Chad Henry  
**Commission Absent (unexcused):** Brendon Steenbergen

**Staff Present:** Gabe Huffington, Erika Coffman, Zach Nikin, Tammy Miller

**CALL TO ORDER**

Chair Dan Devine called the meeting to order at 6:34 p.m.

**AGENDA**

Agenda was approved on a motion by Farnen, seconded by Morrison. Motion passed 5-0.

**MINUTES**

Farnen had emailed Tammy Miller earlier in the day letting her know about a typo. She is fixing it. Minutes approved as amended on a motion by Farnen, seconded by Davis. Motion passed 5-0.

**MONTHLY REPORT**

Recreation Services Manager Erika Coffman shared these highlights: aquatic participations have increased at Douglass Family Aquatic Center and Lake of the Woods since 2023. Fire in the Sky had about 11,000 in attendance and Splat had a record 1,217 participants. Park Services Manager Zach Nikin shared these highlights: maintenance spent 39 hours on event set up in June and 161 hours on Fire in the Sky and Splat, forestry spent 127 hours in July on clean up after flooding and sports turf spent 225 hours each in June and July on field preparation.

Morrison made a motion, seconded by Davis to approve the June monthly report. Motion passed 5-0. Davis made a motion, seconded by Morrison to approve the July monthly report. Motion passed 5-0.

**NEW BUSINESS**

*FY'25 budget presentation*

Huffington shared the background of the process which began over the winter. The Parks and Recreation budget is broken down into parks operations, recreation services, parks capital projects and Park Sales Tax fund. As a whole, Parks and Recreation accounts for about 4 percent of the total City budget.

Huffington shared a summary of expenses and how those have changed, intragovernmental charges and summary of revenues. The new budget includes two new full-time positions (administrative technician at Hillcrest and maintenance technician). Huffington added that three park rangers are included in the Columbia Police Department's budget.

Devine asked if there will be a future need for more staff?

Huffington said yes, that next year there will likely be a request for additional trail staff and custodial staff with the expansion of the Columbia Sports Fieldhouse.

Huffington shared the funding in FY'25 for capital projects which will include Lake of the Woods Pool, MKT bridges 9 and 10, and Albert-Oakland Park.

Devine said he would like to send a letter to the Council expressing support and reiterating the need to maintain or increase the subsidy from the general fund. Tammy Miller said she draft one for his review.

Morrison made a motion, seconded by Davis, to recommend approval of the FY'25 Parks and Recreation budget. Motion passed 5-0.

## **REPORTS**

### *Council Items*

Huffington shared these recent City Council actions:

- Appropriations for ARC & Cosmo Bike Park
- Westwinds Park improvements
- Cosmo Utility Easement
- MDC agreement

### *Bicycle and Pedestrian Commission Report*

No report, the next meeting is Aug. 21.

### *Capital Project Report*

Nikin shared these updates and photos of recent projects: expansion of the Columbia Sports Fieldhouse, ARC improvements, Cosmo Bike Park, Gans Creek Cross Country Course race headquarters and preparation for the season, Albert-Oakland Park, Philips tennis and pickleball and Rainbow Softball Center.

### *Recreation Services Report*

Coffman introduced interns Isaac Hayes and Casey Williams. She shared these updates and photos of recent activities: Splat, CARE, upcoming events in August and September, Concert Series, ARC visits and programs, Adapted Recreation, Aquatics visits and participations, Armory Summer Camp photos, Community Recreation, Golf tournaments and Sports tournaments.

## **STAFF COMMENTS**

None.

## **COMMISSION COMMENTS TO STAFF**

Davis commented that projects all looked good and is what is needed for the City.

Patrie commented on an upcoming Cyclocross statewide race/

Morrison mentioned a youth disc golf course planned near Russell Elementary and the Am Worlds set for 2025.

## **PUBLIC COMMENTS**

None.

## **NEXT MEETING DATE**

Sept. 19, 6:30 p.m. at the ARC

## **ADJOURNMENT**

Meeting adjourned at 8 p.m. on a motion by Farnen, seconded by Morrison.