Commission Members Present:  Cheri Harrington – Chair, Emily Griswold – Vice Chair, Timm Herdt, Tyson Hubbard, Robert Ono, Darci Silbaugh and Erik Vink (arrived at 6:45 pm)

Commission Members Absent:  Bruce Harland

Council Liaison Present:  Dan Carson

Public Present:  Jonathan Clay – Davis Bicycle Alliance

Staff Present:  Christine Helweg and Dale Sumersille

The meeting was called to order by Chair Harrington at 6:31 pm.

1. Call to Order and Roll Call

2. Approval of the Agenda
   A motion was made by T. Hubbard to approve the agenda, seconded by E. Griswold. The motion passed with a 6-0-2-0 vote.

   AYES:  Griswold, Harrington, Herdt, Hubbard, Ono, Silbaugh
   NOES:  None
   Absent:  Harland and Vink
   Abstentions:  None

3. Brief Announcements from Commissioners, Liaisons and Staff
   - Assistant Director Christine Helweg made the following announcements:
     - Personnel
       i. The new Volunteer Coordinator position has been filled with an existing City employee, Kellie Vitaich. She will assume her new role on December 2.
       ii. The Custodian II position has been filled by a new employee Roberto Castro, and he will begin his new role as of December 16.
       iii. The Department has extended an employment offer for Urban Forest Supervisor position, and the position is anticipated to be active by early December.
       iv. The Department is also currently soliciting applications for temporary, part-time Urban Forest Technicians.
   - D. Sumersille made the following announcements:
     - To date, Tree Davis has planted approximately 100 trees out of the 1,000 trees required by the CalFire Grant.
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- City Council approved the Healthy Play Initiative/Green Infrastructure grants.
- Toad Hollow Dog Park remains closed due to the installation of the light poles, stands and lighting heads.

4. Public Comment
Jonathan Clay commented about the Davis Bike Pump Track Project.

5. Consent Calendar
A. Meeting Minutes from October 16, 2019
A motion was made by T. Hubbard to approve the meeting minutes from the Consent Calendar with the amendment of Director Sumersille’s comments stating that the City will host the California Natural Resources Agency for the Davis Manor Project. The motion was seconded by D. Silbaugh. The motion passed with a 6-0-1-1 vote.

AYES: Griswold, Harrington, Herdt, Hubbard, Silbaugh and Vink
NOES: None
Absent: Harland
Abstentions: Ono

B. Aquatics Economic & Financial Analysis Presentation
The Commission received the preliminary presentation by Matt Kowta and Matt Farris from BAE Urban Economics and Dennis Berkshire from Aquatics Design Group on the potential aquatic facility renovation options.

This item was an informational item and the Commission took no action.

C. Appoint Commission Representative for 2020 Golden Heart Awards Selection Committee
The Commission appointed Darci Silbaugh as its representative for the upcoming awards review.

D. Review and Discuss Public Engagement & Noticing Guide
The Commission received a proposed Public Engagement & Noticing Policy from the Commission subcommittee for review and feedback. It has been drafted purposefully to be used as a guide for City staff, rather than a policy.

Commission members will continue to solicit comments back from members of the public and City staff and bring the item forward again in January or February 2020.

7. Commission Comments and Staff Communications
A. City Council Liaison (D. Carson) - No report.
B. Aquatic Economic Analysis (C. Harrington, T. Hubbard, Erik Vink) – No report.
C. Art in Public Spaces (B. Harland, C. Harrington, E. Griswold) - No report, but E. Griswold did distribute new City Public Art Maps.
D. Parks Maintenance Standards (R. Ono) - No report – will be meeting in December 2019.
E. Volunteer Engagement Sub-committee (E. Griswold, T. Herdt, D. Silbaugh) – No report.

8. **Future Agenda Items**
   - Arroyo Park – Community Survey Results to move to January 2020.
   - Natalie Corona Memorial to move to January 2020.

Commissioner E. Griswold moved to adjourn the meeting, seconded by D. Silbaugh at 9:07 pm. The motion passed with a 6-0-1-0 vote.

   AYES: Griswold, Harrington, Herdt, Hubbard, Silbaugh, Ono and Vink  
   NOES: None  
   Absent: Harland  
   Abstentions: None

Respectfully submitted:

Christine Helweg  
Parks & Community Services Assistant Director