



Parks & Facilities Advisory Committee Meeting Minutes February 19th, 2025, 6:00 PM, Virtual

In Attendance

Committee Members: Travis Walker, Kate Nelson, Saravana Sevugapandian, James Terwilliger, Robert Dupuy, Ashlee Richards, Pradnya Patil, Claire Tenscher, Shalini Vivek

Staff: Cameron Hall

Board Liaison: None

Guests: Leilani Garcia, Peter Swinton

Absent: Amanda West

Minutes:

- a. Call Meeting to Order – Meeting called to order by James at **6:03 P.M.**
- b. Approval of Minutes from November 2024 – hearing no objections and motion passes
- a. Any suggested edits on that minutes that Cameron sent out
 - i. No suggestions
- b. Public Comment – no public comment
- c. Public Comment – no public comment
- d. Member Check-In and quick round robin
- a. Quick round table introducing new committee members
- b. New Business - Cameron
- c. New Business - Cameron
- a. Guest speaker presentation1: Peter on Parks Functional Update
 1. Update approach is created based on the 2020 vision action plan and influenced by 2023 comprehensive plan



2. Shared the parks functional plan update timeline
3. Focused the presentation on 2 sections:

• **Section 2 – Where We Are**

- Existing conditions, objectives, level of service, maps and tables

• **Section 3 – Where We Want To Be**

- Look and feel of future parks (minimum standards), exceptions, **prioritization and decision-making keys**, maps and visuals

4. Shared the updated parks functional plan objectives that are laid out to achieving the long term goals
 5. Presented weightages and metrics that are used for different criteria for the execution plan
 1. Put under 3 main groups of criteria
 - a. Community characteristics criteria
 - b. Site characteristics criteria
 - c. Additional considerations criteria
 2. Shared a future neighborhood park project plan: At Murray & Sexton Mountain
 3. Shared a future neighborhood park project plan: At Murray & Sexton Mountain
 1. Detailed analysis of the criteria analysis is shared on this park (Score: 3.2/5)
 2. Wrapped up the presentation at 6:43pm
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 - ii. Guest speaker presentation2: Leilani on Congressional Community Initiated Project Funding
 1. Funding opportunity
- Congressional Community Initiated Project Funding (Earmarks)
 - Annual Process
 - Gives elected officials the opportunity to promote worthy investments in communities
 - Timeline - Process
 - Submitted February/March
 - Goes through selection process by elected official
 - If selected, moves request to appropriate federal subcommittee for budget appropriation
 - If included in budget appropriation by subcommittee, becomes awarded through Congressional budget approval process (October)
 - Community support is essential and required
 - Must provide at least three letters of support from the community
 2. Two different projects THPRD is currently seeking grant funding for
 3. Requested letter of support signed by the chairperson of our PFAC committee
 4. Wrapped up the presentation at 6:57pm
 5. James opened the floor for potential motions for signing the letter of support:
 1. Project # 1 (Baseball): Kate voted to move the letter and Ashlee seconded the motion
 - a. Any suggested edits to the letter of support: None
 - b. Any objections in passing the motion: None
 - c. Motion passed unanimously
 2. Project # 2 (Pickleball facility): Pradnya voted to move the letter and Travis seconded the motion

- a. Any suggested edits to the letter of support: None
 - b. Any objections in passing the motion: None
 - 1. Motion passed unanimously
 - iii. Election
 - i. For chairperson and secretary positions of PFAC committee for this year
 - ii. James nominated Saravana for the secretary
 - iii. Kate nominated James for the chair
 - iv. BOD election update
 - v. BOD election update
 - i. 3 positions available
 - ii. PFAC and other advisory committees have been asked to create list of questions that will be submitted to the candidates who are running for these positions
 - 1. 3 questions from each advisory committee
 - a. Committee members can send the questions to Cameron over email
- iii. Old business
- iv. Old business
 - i. Update on induction stove top installation @ Conestoga and Garden Home Recreation Centers
 - 1. Fire Marshall review process is in progress
 - 2. ETA: to be fully installed in a month from now
 - ii. Continue to brainstorm on 2025 challenge grant proposals
 - 1. Park benches
 - 2. Climbing wall
 - 3. Misting station
 - 4. Red chairs
 - 5. Other ideas that were proposed in Nov 2024:
 - a. Upgrading classic water fountains in our centers with touchless sensor activated bottle filler
 - b. Provisions to install more trees and more shades
 - c. Signage upgrades
 - d. Solar panel installation (can it be done within our budget?)
 - e. Continue the conversation in the next meeting
6. Next meeting March 19 at Conestoga in person (potentially)
7. Meeting adjourned at **7:32 pm**