

**Westside Community Center Working Committee Meeting
Meeting Minutes
Thursday, September 21, 2023**

Members Present: Justin Trudeau, Mary Tauras, Liz Lopez Vaughan, Tena Jelinek , Kathy Perry, Susan Baldwin, Nancy Bernard

Members Absent: Judy McKay-Harbert, Ann Petit

Alternates Present: Sarah Grant

Parks Board Liaisons Present: Greg Thornton

Staff Present: Mark Snow, Jamie Bequette, Felicia Barnhart, Kim King, Anna White, Young Shin

.....
Committee Chair Justin Trudeau brought the meeting to order at 2:00 p.m.

Agenda Preview

Committee Chair Justin Trudeau provided a preview of the agenda for the meeting.

Announcements

Mark Snow, Community Recreation Manager, introduced new Committee members Susan Baldwin and Nancy Bernard, and new alternate member Sarah Grant. Mark also thanked Councilmember Michelle Talarico for joining the meeting online.

Citizen Discussion

There was no citizen discussion at this time.

Approval of Minutes

August 17, 2023 meeting minutes.

Motion – To approve the August 17, 2023 meeting minutes.

1st – Liz Lopez Vaughan, 2nd – Greg Thornton, Approved, Unanimously.

Committee Announcements

New Working Committee Member Welcome

Committee Chair Justin Trudeau welcomed the new members, and invited them to provide a brief background on themselves, and why they had volunteered to serve on the Committee. Mark Snow, Community Recreation Manager, stated that Committee member Ann Petit was unable to attend this meeting, but is looking forward to the October meeting.

Committee Member Picture

A photo of the Committee was taken, and will be used to update the previous one across social media, on the City's website, and on the bulletin board at the Center.

Ethics Training (Presented by Young Shin, Associate Attorney)

Young Shin, Associate Attorney, presented the Committee with Ethics Code Training. This presentation included the City Code of Ethics; covered persons; advisory opinions; gifts; gift exceptions; and finally, the various types of conflicts of interest.

[Link to PowerPoint Presentation Here](#)

Action Items

Proposals for Leased Space

Essential Wellness Society – Sarah Grant

Sarah Grant, representing herself as a citizen, provided a brief background on her service and why it would be a suitable fit for implementation at the Center. Ms. Grant stated that she was flexible on whether her program would fit under a leased space, or as a program/service. After providing the background on her service, Ms. Grant left the room before the vote.

Motion: To recommend the Essential Wellness Society proposal for potential implementation at the Westside Community Center.

1st – Nancy Bernard, 2nd – Greg Thornton, Approved, Unanimously.

Proposals for Programs/Services

Cards – Bruce Painter

Bruce Painter, citizen, provided a brief background on his program and why it would be a suitable fit for implementation at the Center. Mr. Painter said he would prefer to have this program take place in the evening, but would be flexible on hours.

Motion: To recommend the Cards proposal for potential implementation at the Westside Community Center.

1st – Tena Jelinek, 2nd – Nancy Bernard, Approved, Unanimously.

Westside Exchange – Daryl Kuiper

Daryl Kuiper, citizen, provided a brief background on his program and why it would be a suitable fit for implementation at the Center.

Committee members liked the idea of Mr. Kuiper's program and how it allows for an opportunity for dialogue on many topics, but encouraged there being set parameters on the discussion and topics to make sure all parties remain respectful.

Motion: To recommend the Westside Exchange proposal for potential implementation at the Westside Community Center.

1st – Liz Lopez Vaughan, 2nd – Kathy Perry, Approved, Unanimously.

Zumba With Albert – Jamie Bequette

Jamie Bequette, Program Administrator, provided a brief background on this program and why it would be a suitable fit for implementation at the Center.

Motion: To recommend the Zumba with Albert proposal for potential implementation at the Westside Community Center.

1st – Justin Trudeau, 2nd – Tena Jelinek, Approved, Unanimously.

Committee Business

West Fest Community Event and Meet and Greet/Staffing

Committee Chair Justin Trudeau reminded the Committee that the West Fest Community Event and Meet and Greet is on Saturday, September 23rd from 11 a.m. to 2 p.m. Justin went over the list of sponsors for the event. Justin encouraged those who are planning to attend to bring a side or a dessert. The event has been noticed at the City Clerk's Office, so Committee members will be able to be in groups of more than two, however the table for the Committee will only have two members at it at a time.

Communications Subcommittee

Committee members Mary Taurus and Tena Jelinek provided a brief update on the communications subcommittee. Door hangers have been developed, and Mary and other volunteers distributed them to 400 houses in the surrounding area. Additionally, Tena made a brochure and provided it to the library, and they were excited to have the information. Mary thanked the Therapeutic Recreation Program and staff for their help with distributing the doorhangers.

Community Garden Workday/Volunteer Workgroup

There will be a workday on October 14 from 9 a.m. to 11 a.m. Jamie Bequette, Program Administrator, said that there is potentially a high school dance group that is interested in doing a service project, and would be interested in helping do the final cleanup. Jamie also added that the seed harvest had been very successful.

Evolution of the Working Committee

Committee Chair Justin Trudeau brought up the potential evolution of the Working Committee, and the idea of it transitioning to a Friends group at some point. Justin said that he believed it would be helpful for a member of a current Friends group to come to a meeting and explain a little bit more about the process of becoming a Friends group so Committee members could understand better some of the pros and cons. Jamie Bequette, Program Administrator, explained what the process would look like if the Committee were to evolve into a Friends group. Main points of the discussion included:

- Committee member Tena Jelinek commented that the Committee has not even been an established committee for a year yet, with members having agreed to serve a two-year term. Perhaps the evolution could wait until the two years have passed.
- A Friends group would not be bound by Open Meetings Laws, which would make discussing business amongst members much easier.
- A Friends group is able to fundraise easier without the City's involvement or parameters.
- The Committee agreed would be helpful to have a formal orientation for Committee members to better understand the premise of the Working Committee.

After this discussion, the Committee agreed that it would be helpful to have a representative from another Friends group explain further details. Staff said they would work on this for a future agenda.

Staff Updates

Westside Community Center Facility Operations – Expanded Hours/City Communications; Programs/Schedule/Leases; Old Colorado City Scarecrow Contest; New Staff; Paint Collection

Jamie Bequette, Program Administrator, Felicia Barnhart, Park Operations Administrator, and Mark Snow, Community Recreation Manager, provided the following updates to the Committee:

- The Center will be open from 9 a.m. to 7 p.m. on Tuesdays, Wednesday and Thursdays in October.
- Saturday hours are available by appointment. The City Communications team is working with local news to spread the word, not only on hours but also on programming and events happening at the Center.
- Jamie provided an update on the status of approved leases and programs. This update included which programs are taking a break, which leases have been signed, and where the leases are located. Jamie reiterated that the Communications Subcommittee is vital to getting information out about programs.
- Jamie reiterated that the seed harvest went very well, and thanked the Horticulture staff for their support of the community garden over the summer.
- The artistic bench should be finished being installed tomorrow.
- A second seasonal has been hired. Alexis Shott was previously an intern for the Therapeutic Recreation Program and has been hired.
- A formal Code of Conduct has been established by the Department and will be implemented across all facilities, including community centers.
- The Old Colorado City Associates are having a scarecrow contest, open October 1st through the 31st. Staff has come up with the idea for a scarecrow themed “The Wicked Witch of the Westside.” Jamie said that she would love to work with Committee members on the scarecrow.
- There will be a paint donation event hosted by Green Sheen on September 30th from 9:00 a.m. to 1:00 p.m.
- Felicia Barnhart took a moment to recognize Jamie and all of her hard work since beginning her role at the Center. Felicia recognized the hard work that goes into creating the schedule, working with participants, and facilitating programs on top of helping to run the Center.

Westside Community Center Facility Enhancements – Tunnel Inspection; Accessibility projects; Middle building network expansion; TV

Mark Snow, Community Recreation Manager, informed the Committee of the following enhancements:

- The tunnel stabilization project being funded through the American Recovery Plan Act is moving forward, with inspections being done on the tunnels to identify current conditions.
- Multiple ADA projects are moving forward, including the renovation of the entrance to the main building to be accessible.
- The City network now reaches the top floor of the middle building.
- There is a new TV in the main office!

Presentation Items

Housing and Community Vitality Department – Housing and Urban Development (Presented by Barb Van Hoy, Analyst II for Housing and Community Development)

Barb Van Hoy, Analyst II for Housing and Community Development, explained how the City uses Housing and Urban Development (HUD) funds. Additionally, the Housing and Community Development Department can leverage funds through grants to supplement these funds. Some of these funds can be used to upgrade buildings to become more accessible. The public input process for the 2024 HUD plan is about to begin. Barb provided the Committee with an example of what the 2023 plan. Barb stressed the importance of community input on these plans so they can plan projects that benefit the community. Additionally, Barb said there is a newsletter that comes out twice a month that provides much of this information as well. City Council will approve the plan in February, and then the plan goes into action in April. Barb will be putting together a flier, as well as an informational page on the City's website, on how to provide input.

Motion to Adjourn

Motion – Move to adjourn the Westside Community Center Working Committee meeting at 4:312 p.m.

1st – Justin Trudeau, 2nd – Liz Lopez Vaughan, Approved, Unanimously.