

**Westside Community Center Working Committee Meeting
Meeting Minutes
Thursday, March 16, 2023**

Members Present: Becky Fredell, Robin Hinsdale, Tena Jelinek, Liz Lopez Vaughan, Judy McKay-Harbert, Kathy Perry, Mary Tauras, Justin Trudeau

Members Absent: Barry Spaeth

Parks Board Liaisons Present: Greg Thornton

Staff Present: Mark Snow, Jamie Bequette, Felicia Barnhart, Anna White, Kim King, Sara Arfmann

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Committee Chair Justin Trudeau brought the meeting to order at 2:03 p.m.

Agenda Preview

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

Announcements

Committee Chair, Justin Trudeau, announced that there had been some misinformation about the Committee in the Sixty35 magazine, which is being corrected.

Staff had no other announcements at this time.

Citizen Discussion

Laurie White, citizen, wanted to introduce herself to the Committee briefly, as she wouldn't be able to stay for the evaluation of proposals, one of which she submitted.

Daren Girling, Executive Director for the Downtown and Southeast YMCA, and Tom Lathrop, Operations Director for the Colorado Springs Senior Center, wanted to introduce themselves to the Committee. They will be submitting a proposal for programming next month, ahead of the closure of the Senior Center for reconstruction. The Senior Center will be closing in July of 2023, and offers around 300 programs that will need to be hosted at other facilities during construction. At the moment, they are looking at spreading programming throughout the YMCA facilities, as well as the City's community centers. Additionally, you do not have to be a member of the YMCA to participate in programs or utilize services. Mr. Girling and Mr. Lathrop stated that they do not want to duplicate programs already offered at the different centers. Construction on the new Senior Center is projected to be complete by 2025.

Approval of Minutes – February 16, 2023 meeting minutes.

Motion – To approve the February 16, 2023 meeting minutes.

1st – Justin Trudeau, 2nd – Greg Thornton, Approved, Unanimously.

Action Items

There were no action items on this agenda.

Committee Business

On February 28th, staff and the Committee hosted a meet and greet for community members to have a chance to get to know the Committee members representing them and have an open dialogue. Committee members were asked to take notes about their conversations. Key takeaways are as follows:

- There is a healthy amount of skepticism from the community about the Committee's actual oversight and working with staff.
- Evening and weekend hours are essential to the community. The Committee understands that this is a staffing constraint and will take some time, but know that staff is working diligently on this matter.
- There is a need to rebuild trust between the community and staff. However, the Committee wants to encourage the community that there is good intent from the City.
- There were some issues with the online proposal form. Mark Snow explained that some of the fillable boxes online don't format to print very well, so submittals are encouraged to have attachments instead. Mark added that he will continue to work on making the online form more user-friendly. The Committee also encouraged staff to make the forms friendlier to citizens who may not have a computer and are filling out printed copies.
- The Committee encouraged staff to work with partners like District 11 on providing services for children once school is out.
- It would be helpful to get percentages of spaces available for programming versus spaces available for leasing.

After going over the highlights of the meet and greet, there was a suggestion to hold similar meet and greets quarterly throughout the year. Additionally, some Committee members said they thought an open house for the community to meet people running programs would be great. Jamie Bequette, Program Administrator, didn't disagree with this sentiment, but reminded the Committee that it will take some time to get programs into place. Jamie suggested an open house would work better later in the year once programming is established.

Future Meetings for Proposals

Another comment from the Committee was about the number of proposals evaluated per meeting, and it was suggested to have another meeting before the regular April meeting to evaluate proposals that had been submitted but did not make today's agenda. There was consensus from the Committee and staff to have another meeting to evaluate proposals on

March 30, 2023 at 2 p.m. in the same location. Mark Snow said he would work with the Chair and Vice Chair to schedule an agenda prep ahead of this.

Staff Updates

Westside Community Center Facility Operations - Financials

Mark Snow, Community Recreation Manager, updated the Committee on the financial breakdown for the Center, after a question on what happens to the revenue generated by programs and leasing. Revenue generated goes into the City's General Fund and then is redistributed. Rentals and programming typically bring in about \$20,000 per year, while leases generate about \$40,000 of revenue. If a person would like to make a donation to the Center, that is always an option and those funds do not go into the General Fund, and instead into a Gift Trust. Additionally, a person donating to a gift trust can specify exactly what they want those funds used for. Committee member Becky Fredell suggested adding information about donations and the Gift Trust to the website.

Westside Community Center Facility Operations – Hours, Community Garden

Jamie Bequette, Program Administrator, updated the Committee on both the request for longer operating hours, as well as the community garden. First, Jamie said that she is working on finding volunteers to expand operating hours. She has contacted the Pioneer's Museum as well as the Department's Volunteer Coordinator, April Allen, in the hopes of recruiting some docents who could help with operations. Jamie added that once they have an idea of programming schedules, that will help to build operating hours. Next, Jamie said that the community garden will be returning. Spaces will be \$30 per plot for the entire year. There will be a school volunteer event to establish the plots on April 6th. Finally, Jamie announced that there will be a paint donation event hosted by Green Sheen at the Center on September 30, and more details will be shared.

Westside Community Center Facility Enhancements

Mark Snow, Community Recreation Manager, and Jamie Bequette, Program Administrator, informed the Committee of the following facility updates:

- E2 Electrical is pulling cable for the upcoming IT network. This will be a multi-phase approach. MC Underground will then bring fiber to the curb, and Comcast will finish the project.
- The HVAC proposal is under design. This should go out for a Request for Proposal process soon.
- The floor was refinished in the upper classroom. Staff will continue to refinish floors as they can between programming, and adequate drying time.

Action Items

Proposals for Leased Space

Westside Cares Food Pantry – Kristy M.

Kristy M., citizen, took a brief moment to introduce herself and give some background on her organization and why they would be a suitable leased space at the Center.

Committee member Tena Jelinek asked if Kristy collaborates with similar food pantries across the city, to which Kristy responded that she does.

Committee member Kathy Perry asked Kristy if she has been letting citizens know about additional food pantry services, which Kristy answered yes.

Motion: To approve the Westside Cares Food Pantry for Leased Space.

1st – Greg Thornton, 2nd – Robin Hinsdale, Approved, Unanimously.

Proposals for Programs/Services

WCC Table Tennis – Rich L.

While Rich, the original submitter, was not in attendance, Freddy McDaniel, citizen, spoke on his behalf, and the behalf of their Table Tennis program, and why it would be a suitable program for the Center.

Committee member Tena Jelinek asked how many participants they usually have, to which Freddy responded about twenty.

Motion: To approved the WCC Table Tennis for Programming and Services.

1st – Liz Lopez Vaughan, 2nd – Tena Jelinek, Approved, Unanimously.

Kids Dance at WCC – Laurie W.

Laurie W. was unable to attend at the time this proposal was evaluated.

Committee member Judy Harbert-McKay commented that in the past, children who participated in this program very much enjoyed it.

Motion: To approve Kids Dance at WCC for Programming and Services.

1st – Robin Hinsdale, 2nd – Liz Lopez Vaughan, Approved, Unanimously.

WCC Bible Study – Wallace and Pam H.

Wallace H. spoke on behalf of himself and Pam H., and gave a brief background on his service and information on why it would be a suitable fit for programming and services.

Motion: To approve WCC Bible Study for Programming and Services.

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

Adult Children of Alcoholics – Lori P.

Lori P. was unable to attend at the time the proposal was evaluated.

Committee member Judy Harbert-McKay spoke in favor of this proposal, as it does fill a community need.

Motion: To approve Adult Children of Alcoholics for Programming and Services.

1st – Liz Lopez Vaughan, 2nd – Mary Taurus, Approved, Unanimously.

Happy Crafters – Barbara A.

Barbara A. was unable to attend at the time the proposal was evaluated. This program currently meets at the Senior Center.

Motion: To approve Happy Crafters for Programming and Services.

1st – Judy McKay-Harbert, 2nd – Liz Lopez Vaughan, Approved, Unanimously.

WCC Line Dancing – Hong Yu P.

Hong Yu P., citizen, gave a brief background on her program and why it would be a suitable fit for programming and services at the Center.

Motion: To approve WCC Line Dancing for Programming and Services.

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

Drop-In Pickleball – Bob A. et. Al

Bob A., citizen, gave a brief background on the Pickleball program and why it would be a suitable fit for the Center.

Committee member Kathy Perry noted that their proposal had asked for additional hours.

Motion: To approve Drop-In Pickleball for Programming and Services, with an evaluation of additional hours at a later date.

1st – Kathy Perry, 2nd – Mary Taurus

Mark Snow, Community Recreation Manager, reminded the Committee that staff will evaluate the preferred hours of programs in their proposals, and do their best to meet them. At this time though, Mark reminded the Committee that they are just approving the program or service, and staff will handle the operational side.

Committee member Kathy Perry understood Mark's reminder, and withdrew her motion.

Motion: To approve Drop-In Pickleball for Programming and Services.

1st – Kathy Perry, 2nd – Mary Tauras, Approved, Unanimously.

Finally, Mark Snow asked the Committee to provide any feedback about how they felt the approval process in this meeting went, so they can make any adjustments.

Motion to Adjourn

Motion – Move to adjourn the Westside Community Center Working Committee meeting at 4:30 p.m.

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