

anthem

community council

Committee Reports

Facilities Master
Planning Committee
June 16, 2021
Civic Building, 4 p.m.

MEETING MINUTES

Members Present:

Doug Sutherland, Chair
Barb Patterson, ACC Board
Chilesa Ready, ACC Board
Maya Cadigan, APCA Board
Steve Champion, ACCCA Board

Members Absent:

Jason Richard, VACCC Board
Kristi Northcutt, Sr. Director of
Community Relations

Others Present:

Paul Conley, Sr. Director of Finance
Michele DeMichele, Sr. Director of Operations
Joan Boyll, Resident

CALL TO ORDER

- Chair Sutherland called the meeting to order at 4 p.m.

APPROVAL OF MINUTES

- The May 10, 2021 meeting minutes were adopted by Mr. Sutherland and Ms. Patterson, the only Committee members who were present at the May 10 meeting.

OLD BUSINESS

Review Committee Objectives

- Chair Sutherland reviewed the objectives of the Facility Master Planning Committee (FMPC), which are to guide the process for submission of proposals to the FMP Committee. Mr. Sutherland mentioned the past successful projects of Skate Park (current), Dog Park, Pickleball Courts, and Opportunity Way Park, to name a few. The objectives include the guidance of the process for submission of proposals to the FMP Committee.

Review Committee Timeline

- Chair Sutherland reviewed the timeline of submission of proposals in the December 2021/January 2022 timeline, with proposal selection occurring in May/June 2022.

NEW BUSINESS

Committee Structure and Resident Applications

- Barbara Patterson was named Secretary and Maya Cadigan was named Vice Chair of the Committee. Chilesa Ready volunteered to serve as backup Secretary for the purpose of taking notes.
- The Committee reviewed and discussed the applicants and selected those who would be invited to interviews during the July 12, 2021 FMPC meeting.
- Steve Champion made a motion to approve the two youth committee members who had applied, both from ACCCA. Chilesa Ready seconded. The motion passed. Discussion was held to put another call to the youth population for another candidate to represent Parkside. Deadline for this call is June 30, 2021.
 - **Action Item:** Committee members to reach out to their contacts and encourage youth population to submit letters of interest to serve on this Committee by June 30, 2021.
 - **Action Item:** Mr. Sutherland will connect with current Committee members via email to discuss any new youth members interested and make interview selections accordingly in preparation for the July 12 meeting.

- Ms. Cadigan will prepare candidate questions and, with Mr. Sutherland's input, will include Committee expectations statements for the interviews. They will be circulated amongst current Committee members for feedback via email. These will then be delivered to each of the candidates before the meeting, which will be held via in person and/or Zoom, as several Committee members will be traveling. Each candidate will speak for a maximum of five minutes.
- **Action Item:** Final Committee member selection to be presented at the July 28, 2021 ACC Board Meeting for approval.

Set Next Meeting Date

- The next meeting is scheduled for July 12, 2021 at 4 p.m. at the Civic Building.

ADJOURNMENT

- There being no further business to discuss, the meeting adjourned at 5 p.m.

Respectfully Submitted,
Barb Patterson, FMPC Secretary