



# Parks, Recreation and Open Space (PROS) Commission Meeting Agenda

**Meeting Title:** PROS Commission

**Meeting Date:** May 19, 2026

**Attendance:**

- Matthew Lunn, Chair
- Candace Sotwick, Vice Chair
- Toby Levy, Secretary
- Shelly Blair, Member
- Heather Crosby, Member
- Andrei Teudean, Member
- Jody Walker, Member

**Facilitator:** Matthew Lunn, Chair

**Meeting Timeframe:** 5:30 p.m. until 7:30 p.m.

- Mary Colton, PROS Director
- Brett Collins, Park Project Manager
- Meagan Arvidson, Deputy Director of Recreation
- Jared Musil, Deputy Director of Parks, Forestry & Open Space
- Brenda Mooney, Special Projects Administrator
- Amy Knopp, Manager, Rueter-Hess Recreation, Douglas County

## 2026 PROS Commission Goals

1. Build a committee structure and implement at least 1 committee for PROS Commission.
2. Conduct outreach and engagement activities to improve PROS Commission advocacy.
3. Increase collaboration between PROS Commission and key stake holders to promote Salisbury Regional Park. (Donation/Recognition)

## Meeting Items

Topic	Facilitator	Vote?	Details/Notes	Action?
Call to Order	Matt			
Roll Call	Toby			Yes
Public Comment	Matt			
Approval of May 19, 2026 Agenda	Matt	Yes		Yes
Approval of March 31, 2026 Minutes	Matt	Yes		Yes
Discussion Items, Old and New Business	Varies	Varies		Varies
Upcoming Engagement Opportunities	Brenda			Yes
Next Meeting Date: July 28, 2026	Matt			
Adjourn	Matt			

## Discussion Items

Topic	Facilitator	Notes	Action Item?
<b>Rueter-Hess Update from Douglas County</b>	DC Staff		No
<b>Staff Updates</b>	PROS Staff		Yes
<ul style="list-style-type: none"> <li>▪ Salisbury Regional Park – Phase II Site Plan Review and Recommendation</li> <li>▪ Seasonal Operations Update</li> <li>▪ Budget Process Update</li> <li>▪ Master Plan Update</li> <li>▪ Senior Center Feasibility Study Update</li> </ul>			
<b>Commission Update</b>	Members		Yes
<ul style="list-style-type: none"> <li>▪ Review of New Requests, if any</li> <li>▪ Discussion Items, if any</li> <li>▪ Update from Committees</li> </ul>			

<ul style="list-style-type: none"> <li>○ Trail Crew - Toby</li> <li>○ Public Art Commission - Jody</li> <li>▪ Update on Annual Goals</li> </ul>			
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**Remaining Engagement Opportunities – Form on SharePoint Page**

Event	Date, ~ Time	On-Site Contact	Location	Needs/Items
Senior Stroll	5/27 – 8 a.m.	Heather Ballantyne	Salisbury Park	Sunscreen, fans
Bike to Work Day	6/24 – 6 a.m.	Brenda Mooney	Recreation Center/Trail	Bike bells, stickers
Farmers Market	7/26 – 7:30 a.m.	Brenda Mooney	Mainstreet	Sunscreen, fans
Honey Festival	8/2	Lindsay Bagby	O'Brien Park	
Parker Proud Showcase	9/12	Brenda Mooney	O'Brien Park	

**Action Item Summary**

Topic	Responsible Party	Due Date
Obtain signatures on March 31 minutes, Send to Town Clerk	Brenda	May 20
Get an updated photo of the Commission	Brenda	May 19
Prepare and Submit Commission Member Bios	Members	June 15