



CITY OF COLORADO SPRINGS

# WESTSIDE COMMUNITY CENTER WORKING COMMITTEE MINUTES

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Location: 1628 West Bijou Street, Colorado Springs, CO 80904

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Date: November 21, 2024

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Time: 2:00 p.m.

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## **I. MEETING ATTENDANCE**

- a. Members Present: Justin Trudeau, Liz Lopez Vaughan, Susan Baldwin, Tena Jelinek, Kathy Perry, Nancy Bernard, Ann Petit
- b. Members Absent: N/A
- c. Alternates Present: Sarah Grant
- d. Alternates Absent: N/A
- e. Parks Advisory Board Liaisons Present: Greg Thornton
- f. Staff Present: Felicia Barnhart, Jamie Bequette, Young Shin

## **II. CALLED TO ORDER**

Committee Chair Justin Trudeau brought the meeting to order at 2:04 p.m.

## **III. ANNOUNCEMENTS**

Justin Trudeau brought up the \$10,000 gifted to the Center from the previous operator. He expressed his belief that there was not a pressing need for that money and opened the floor for other committee members to share their thoughts. Committee members and staff were all in agreement that the money should be spent on a long-term need which is not currently present.

## **IV. CITIZEN DISCUSSION**

## **V. APPROVAL OF MINUTES – OCTOBER 17, 2024 MEETING MINUTES**

- a. Motion: To approve the October 17, 2024 meeting minutes.
- b. First: Justin Trudeau
- c. Second: Tena Jelinek

d. Approved, unanimously.

## **VI. ACTION ITEMS**

a. Review of Submitted and Postponed *Proposals for Leased Space*

1. N/A

b. Review of Submitted and Postponed *Proposals for Programs/Services*

1. United Hearts Kinder Class – Michelle Carroll

- i. Michelle Carroll, Owner and Director for United Hearts Community School, was unable to attend and asked Jamie Bequette to provide a brief background on the proposed lease in her absence.
- ii. Motion: To recommend the United Hearts Community School proposal for potential implementation at the Westside Community Center. 1<sup>st</sup> – Tena Jelinek, 2<sup>nd</sup> – Nancy Bernard, Approved, unanimously.

## **VII. PRESENTATIONS**

N/A

## **VIII. COMMITTEE BUSINESS**

Working Committee Strategic Plan Discussion

a. Community Survey Update

1. Committee Chair Justin Trudeau presented the most recent survey data and explained how to read the compiled survey results and the raw data. There was a large amount of paper surveys that were to be added to the compiled data.
2. The Committee talked about missing age gap data and how to reach non-Center users and increase survey completion participation.

b. Focus Groups

1. Justin Trudeau briefly talked about recruiting focus group participation and how to build those opportunities.

## **IX. STAFF UPDATES**

Facility Operations: Campus ADA /Roof and Gutter/HVAC

Improvement Update; Staffing Update; Programs and Leases

Update; Midland Trail Trash Pick-up (21<sup>st</sup> – 8<sup>th</sup> Street): Sat., Dec. 14, 9-

11AM, Parks Board Holiday Party: December 12, 8-9 AM; 2024 Annual Report

a. Felicia Barnhart, Park Operations Administrator & Jamie Bequette, Program Administrator, provided the following updates:

1. Remington Builders (RB) has been awarded the bid for the construction project. Meetings with them have begun. Remington Builders is contracted to complete installation of new roofs and gutters, HVAC improvements, and ADA improvements to the main building: a lift on one side of the stairs separating the upper and lower building levels, grating the incline into the room that United Hearts is leasing, and a new store front door to the main office. ARPA funds are being used to pay for the improvements with a budget of \$1.6 million. The project is not a WCC expense. Staff are working with RB to work around operations of the center so impacts to programming is minimal. The start of construction will begin while the Center is closed during the weeks of Christmas and New Years. Staff have scheduled a meeting with Center tenants, so that they are informed of the planned process and timeline. The public will also be kept in the loop of project dates and progress via social media, a project page, community boards, etc.
2. Paige Crawford was hired as a new seasonal employee who is helping with front desk and rental support. Christian Vigil's six-month term will end at the end of December. Staff will be posting the open maintenance seasonal position soon. WCC was awarded funding for a .25 (10-hours a week) permanent position. Felicia expressed thanks to City Council who approved the funding, Council Member Michelle Talarico, and community members who continuously spoke in front of the Parks, Recreation and Cultural Services Advisory Board meetings about staffing needs.
3. Jamie provided an update on current Center programming.
4. 2024 programming numbers (through October 2024) were compared to October 2023 numbers. An additional 3000+ participants have utilized WCC, to include nearly 500 youth, and 750 hours of programming have been added to the schedule.
5. An initial Midland Trail trash pick up has been added to December's list of activities – Dec. 14, 9-11 AM. Anyone interested in participating is asked to email the general community center email address. The number of people interested in continued participation will confirm with WCC will adopt the 8<sup>th</sup> Street to 21<sup>st</sup> Street section of the trail.
6. Jamie reminded that all committee members were invited to the annual Parks Board Holiday Breakfast on December 12.
7. A 2024 Annual report will be presented at the January committee meeting.
8. Jamie mentioned that the Parks Department is changing its activity registration system and how that will affect Center program registration. A notice will go out to the public about that change and instructions on how to create a profile, etc.

**X. ADJOURNMENT**

- a. Motion: To adjourn the Westside Community Center Working Committee meeting at 3:24 p.m.
- b. First: Justin Trudeau
- c. Second: Tena Jelinek
- d. Approved, Unanimously