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**Parks & Recreation Commission
Meeting Minutes**

**January 20, 2021
3:30 PM**

Minutes are unofficial until approved by Parks and Recreation Commission.

1. ROLL CALL/INTRODUCTIONS:

Chair Waterstreet called the meeting to order at 3:30 p.m.

- a. **Commissioners Present:** Brad Bafaro, Vice Chair; Aaron Johnson; Mackenzie Johnston Carey; Tammi McLaughlin; Susan Taylor; Glenn VanBlarcom; and Paul Waterstreet, Chair
- b. **Commissioners Absent:** Ralph Brown, Howard Sullivan
- c. **Council Liaison:** Malynda Wenzl
- d. **Staff:** Matt Baum, Parks Supervisor, Tom Gamble, P&R Director
- e. **Pacific University:** Keith Buckley, Lauren Brownrigg

2. CITIZEN COMMUNICATIONS: None.

3. APPROVAL OF MINUTES: P&R Minutes of December 16, 2020.

MOTION: Commissioner Susan Taylor moved, seconded by Commissioner Glen VanBlarcom, to approve the minutes as presented. MOTION CARRIED 7-0.

4. ADDITIONS/DELETIONS: None.

5. ELECTION OF OFFICERS:

- a. Chairman: Howard Sullivan nominated, moved by Commissioner Susan Taylor and seconded by Commissioner Glen VanBlarcom
- b. Vice Chairman: Brad Bafaro nominated, moved by Commissioner Susan Taylor and seconded by Commissioner Glen VanBlarcom

6. NEW BUSINESS:

a. Presentation/Proposal Pacific University Softball Turf

- I. Keith Buckley, AD of PU gives presentation as an improvement opportunity for both university and the city. The turf installation of 2017 baseball fields at Lincoln Park increased opportunities of use by 25% due to having no more issues with field (drainage, no mud, etc). Proposal to create similar opportunities for softball field and create equitable use to women's programs. Budget has been approved by Pacific University as well as specific vendors, Field Turf and Bernhardt Golf. Projected timeline 4-5 weeks for preparation and installation with dry weather a must.
- II. Chair Waterstreet question about bullpen being fenced in on both sides. Answer

- from Keith, yes, bullpen is fenced on all sides.
- III. Question from Matt Baum regarding access to an irrigation map for future reference. Answer: yes a map exists and will be shared with Matt
 - IV. Chair Waterstreet concern about hot days with turf. Answer from Keith: Hose lines are in to water infield; fields get watered down prior to games if needed but due to Oregon weather being fairly mild during summer, it is unnecessary.
 - V. Question from Malynda: Will this field replace batting cages? Answer from Keith: yes.
 - VI. Timeline Discussion: Keith: must be done before students return in the fall at PU. Tom: normal city season May – July and would like to wait to do fields until after season is over.
 - Chair Waterstreet: How flexible are dates and vendors to work with changing times due to current restrictions and unknown future setbacks? Keith answer: Not much flexibility as vendor dates need confirmation and commitment with very few months to book in dry weather. Tom: community organizations will adapt as necessary and city may have alternative spaces such as Tom McCall or more use at Thatcher with lights.
 - Timeline proposed to begin project and installation around July 19, 2021.
 - VII. Vote was taken and approved 7 – 0.
- b. **Budget 2021 Discussion**
- I. Tom: Projects of 5 year CIP plan in place
 - II. July 1, 2021 will begin development of Stites Park Community Garden
 - III. Budget proposals due first part of April with new park director being transitioned into new position

7. **OLD BUSINESS:**

a. **Rogers Park Update**

- I. Matt: Park is open and extremely busy. Very successful with good weather bringing in volume. Issues so far with park is carousel needed attention initially, swings still do not have parts and therefore not installed yet, temporary trash can in place for now until monster trash can comes in spring 2021. Tennis lights still not working but electrician is scheduled to come out and replace the following week.
- II. Malynda reports a pickle ball group is forming around 2 pm weekdays at the park.
- III. Tom: Park is complete with contractor, although finalizing wood elements. Harper's playground final certification of playground will take place once everything is complete and check will be cut to City once certified.
- IV. Chair Waterstreet asks about the process of the stick buildings. Matt answers: Stick buildings are still being created. Unable to use original wood and now

looking into using wood/sticks from Stites. Once wood is found, process is to round edges to avoid puncturing playground surfaces. Should be completed 10 days – 2 weeks for stick buildings to be installed.

- V. Budget question from Malynda: Rogers Park may require more maintenance than originally anticipated due to it being a “destination park” with more volume and city may need to increase budget on upkeep/maintenance. Commissioner Taylor: Love Rocks Foundation formally adopted Rogers and with that, can they begin helping with maintaining? Tom answer: Love Rocks will be helpful with occasional clean-up and programming during spring/summer with better weather, however cannot rely on them to help with day to day maintenance, especially for bathroom cleanup. City will continue to maintain as necessary.

- b. **Parks and Recreation Recruitment Process**

- I. Tom update: 59 applicants all met minimum qualifications, but has been narrowed down to 16. Next week 6 of those will be interviewed then will narrow to final 4. Results will be middle of next week including the process of using different experts in the community to help. New director will be brought on in March and Tom will help with the transition.

- c. **Stites Park Development**

- I. Report from Matt: Harris pulled out of community garden agreement and beginning their own garden project. However their master gardener has agreed to help with irrigation installation.
 - II. Acquired 350 lbs of pollinator mix for Stites to have a large variety of flowers. 2 planting events planned for March/April. Planting to be done prior to construction of parking lot and playground.
 - III. “Place” meeting will plan and help with layout for upgraded community garden. Final design being finalized and construction to begin summer 2021.
 - IV. Question from Commissioner Taylor: Who is volunteering for the planting? Answer from Matt: Friends of Trees has paired up with Portland Trailblazers to organize planting of trees

- d. **Eastside Park Progress**

- I. Report from Tom: Progress has slowed due to public works transition and change in staff

8. **COMMISSIONERS' UPDATES/REPORTS:**

- a. Commissioner Glen VanBlarcom gives plaque from Parks and Recreation Commission to Tom as thank you for his great work in the city. Chair Waterstreet names off the various projects that Tom has been part of.

9. **COUNCIL LIAISON REPORT:**

- a. Malynda reports that community members are nervous about the uncertainty with Tom leaving, as Tom has brought much balance and stability to the community members and has been so easy to work with.

- b. Annual town meeting will be held Jan 30, 2021 10 am – 12 pm virtually with 3 different options, Webex/Zoom, streaming on Channel 30 and streaming from City webpage. With Webex/Zoom, participants can ask questions during the meeting through chat.
 - I. 10 am – 11 am discussion about leadership of police dept, city policies on non-violence
 - II. Anna and Abby's Yard video will be shown during meeting to promote Rogers Park opening.

10. **STAFF REPORTS:**

- a. Matt: Parks Dept Searching for part-time Parks staff
- b. Tom: Explanation of city pool leak coming from main drain. Plumbing expert reassured that pool would be okay to drain this time of year and the actual fix will begin in the next few weeks.

11. **ANNOUNCEMENT OF NEXT P&R MEETING:** Next meeting will be held Wednesday, February 17, 2021, 3:30 p.m. via Zoom or Webex from the Community Auditorium, Conference Room (east door).

12. **ADJOURNMENT:**

Meeting adjourned 4:51 pm