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**Parks & Recreation Commission
Meeting Minutes**

**June 17, 2021
3:30 PM**

***Minutes are unofficial until approved by Parks and Recreation Commission.
APPROVED AS PRESENTED***

1. ROLL CALL/INTRODUCTIONS:

Member Waterstreet called the meeting to order at 3:36 p.m.

- a. **Commissioners Present:** Aaron Johnson; Tammi McLaughlin; Paul Waterstreet
- b. **Commissioners Absent:** Ralph Brown, Glenn VanBlarcom, Brad Bafaro, Vice Chair; Mackenzie Johnston Carey; Susan Taylor; Howard Sullivan, Chair
- c. **Council Liaison:** Malynda Wenzl
- d. **Staff:** Anne Lane, P&R Director

2. CITIZEN COMMUNICATIONS: None.

3. APPROVAL OF MINUTES: Due to lack of quorum, minutes from the March 17, 2021 meeting were not approved.

4. ADDITIONS/DELETIONS: None.

5. OLD BUSINESS:

a. Stites Park

- I. Anne: Making progress and at the construction document phase. We have joined forces with the City of Engineering Department as they have the 26th Ave. project slated for improvements. The wetland in the park will help manage storm water runoff in both the parking lots of Stites Park and 26th Ave. in exchange for approach and entry design and construction.
- II. Adjustments to design of the community garden and the nature play area were made to create a more organic feeling of space and personality. A great example of a nature play area we are using is Champoege Park. Working with community garden folks on layout, functionality, and more management of the garden.
- III. Question from Waterstreet: How will the parking be effected from the 26th Ave. project? Anne answers: Improvements to 26th Ave. will define and create nice entry access with good bicycle and pedestrian access too. Question from Waterstreet: Is it going to be fully curbed? Anne answers: Yes and crosswalks to entrance.

b. **Pool Repair:**

- I. More extensive than we anticipated and more cost, but won't affect timeline. High level of noise with the construction.
- II. The spray park and activity pool reservations open on July 6, 2021 for use July 12th through Sept 7th. Unfortunately, it doesn't accommodate the lap swimmers but will have a schedule available soon. We will be planning some things outside at the spray park such as crafts and activities.
- III. Question from Waterstreet: December the main pool closed due to covid why didn't we do the repair then? Anne answers: After the pool was refilled we became aware that a major repair was needed to replace leaking pipes and it could not be put off long.
- IV. Question from Council Liaison Wenzel: How is the splash park going to work? Anne answers: We will do reservations for the splash park to limit capacity but it will be free to the public.
- V. Questions from Waterstreet: Will the restrooms be available: Anne answers: Yes, they will be similar to how we were open during covid.

6. **NEW BUSINESS:**

a. **Summer O' Fun**

- I. Anne: We are able to offer recreation programs this summer as a partner to the Forest Grove School District that received a large grant to serve youth. Parks & Recreation programs will be held at Tom McCall, Harleman Park, Rogers Park, and Lincoln Park, July 6-August 27th, typically from 8:30 am to 4:30 pm, Monday through Friday. Interested patrons can pre-register through the school district and a link will also be posted on the City website.
- II. Question from Waterstreet: What are the costs for these activities? Anne answers: All programs free. We are paying professionals to bring programs like circus camp, puppet and mask makings, crafting, flag football, and various other recreation programs. She is excited because we won't lose staff over the closure of the main pool repair since several staff expressed interest.
- III. Question from Tammie McLaughlin: Is the parks department piggy backing with the school district with funding? How is it being advertised? Is their Spanish interpretation? Anne Answers: Yes, we are utilizing social media, the newspaper, and our website. We will have set days and times for a Spanish speaking staff to be available to answer questions.

- IV. Question from Malynda: Seems like a whirlwind rush with partnership of school district? Anne answers: yes we are working on getting information out there on social media, website, etc. to spread the word.
 - V. Concern from McLaughlin: There is frustration with the public. She suggested we ask the public to have patience.
 - VI. Question from Waterstreet: Are there signs posted in the park? Anne answers: Good idea but not thought about that yet.
- b. **Parks Maintenance Supervisor**
- I. Anne: We had 16 applicants that met the minimum qualifications doing 1st round of interviews tomorrow, 2nd round hopefully next week. Budget approval to add a utility worker and will begin recruitment process in the next couple of weeks.
7. **COMMISSION UPDATES REPORTS:** Waterstreet: We can't discuss the approval of the minutes since we don't have enough councilors to vote. Does anyone have a preference? We are trying to make meetings more accessible to everyone. 7:30 am not accessible and 3:30 pm not great. July we will make our motions.
8. **COUNCIL LIAISON REPORT:**
Liaison Wenzle:
Budget: Budget Committee process wrapped up and will go to council on June 28. ARP (American Rescue Plan) distributes money to cities over course of 2 years. There is a sub commission to iron out how to distribute. Employees are feeling the workload overload. Summer O' Fun is good pilot program. Will see if needed to fund for next budget cycle. CCI: Community Development provided feedback after last QTHM (Quarterly Town Hall Meeting) last Thursday to how better our community. 49 people attended. Next meeting will be in September. Topics will include examples: What's happening at City Hall, Is the Police going to get an Annex, etc. Discuss how ARP is going to distribute funds. Arts Commission finished the mural policy. It will go to City Hall then to Council. Forest Glen (The Bowl) is complete.
Waterstreet: Summer O' Fun: Is levy up for renewal? Wenzle: It expires in 2022. We live off the levy
Metro and Waste Management: receiving less money to consolidate waste
Library back open 9:30 am to 5:30 pm.
Talk of doing meetings back to public place. Need to meet ADA requirements.
9. **STAFF REPORTS:** Anne: Updating of park signs should be completed in next month or

two. BMX track at Lincoln Park will be undergoing improvements in the fall. Working with A.T. Smith House foundation plans to beautify the entry at Elm Street and back to the house.

I.

10. **ANNOUNCEMENT OF NEXT P&R MEETING:** Next meeting will be held Wednesday, July 21, 2021, 3:30 p.m. via Zoom.
11. **ADJOURNMENT:**
Meeting adjourned 5:03 pm