



A place where families and businesses thrive.

**Parks and Recreation Commission Meeting
Wednesday, September 21, 2022
Aquatic Center Training Room, 2300 Sunset Drive**

<i>Minutes approved as presented by Parks and Recreation Commission 10.19.2022.</i>
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1. CALLED TO ORDER:

The meeting was called to order at 7:00 a.m. by Paul Waterstreet, Chair of the Parks and Recreation Commission committee.

ROLL CALL: Paul Waterstreet, Chair; Brad Bafaro, Vice Chair; Aaron Johnson; Mackenzie Johnston Carey; Susan Taylor; Howard Sullivan; MayInda Wenzl, Council Liaison

ABSENT: Joe Offer; Tammi McLaughlin; Glenn VanBlarcom;

STAFF PRESENT: Anne Lane, Parks and Recreation Director; Tom Martin, Parks Supervisor; Sherri Mead, Aquatics Supervisor; Jasmine Oliver, Administrative Specialist

PUBLIC IN ATTENDANCE (In-person & Zoom): None.

2. CITIZEN COMMUNICATIONS: None.

3. CONSENT AGENDA:

- a) Approve Parks and Recreation Commission Meeting Minutes of June 15, 2022.

MOTION: Paul Waterstreet moved, seconded by Susan Taylor, to approve the Meeting Minutes of July 20, 2022. MOTION CARRIED unanimously.

4. ADDITIONS/DELETIONS: None.

5. DISCUSSION/DECISION ITEMS: None.

6. COMMUNICATIONS:

Update from Parks and Recreation Director

- a) At the next city council meeting held on September 26th at 7 p.m. Sherri Mead will be recognized for 30 years of service to the city. The meeting will take place at the Community Auditorium. All are encouraged to attend and celebrate Sherri.

- b) Bard Park Launch Party will occur on Saturday, October 8th at noon.
- c) City Council Goals & Objectives – Objective 4: Construct Stites Park, community garden, and improve Bard Park. Contractor has been selected for Stites Park and work should start in October. Projects slated to occur at Stites are: community garden, nature play area, addressing the wetlands, and updates to parking, picnic areas and bathrooms.
- d) Emerald Necklace Trail update. \$200,000 grant received from Metro to go towards Emerald Necklace Trail. The plan details debris removal, fire fuel reduction, ADA compliance, and an environmental assessment. Next steps to tackle for both the Kyle Property and Trail include: 1) completion of Kyle Park Concept Plan and Emerald Necklace Trail Master Plan; 2) riparian and habitat restoration for Kyle property – talks with clean water services underway to help build framework; 3) planning and design; and 4) construction for both Kyle Property and Trail. Commission members Taylor and VanBlarcom will assist the Parks and Rec Director in review of Master Plan, and a finalized copy will be brought to next Recreation Commission meeting prior to being brought before the council.
- e) Kyle Property update.
The Parks and Recreation Director gave a presentation on the Kyle Property this past Monday, September 19th at the Homelessness Subcommittee and work session meeting. An internal government agreement for debris removal with Washington County has been established. Nearly twenty tons of garbage have been removed from the Kyle Property site already. The Parks and Recreation Director has had direct engagement/outreach with neighbors in the area. Eighty-seven letters were hand delivered to residents in the Kyle property neighborhood, multiple face-to-face conversations with businesses adjacent to the Kyle property, and a few personal property walk throughs have taken place in order to maintain communication between all affected parties. The crew has been doing significant work on fire fuel reduction throughout the 7.5 acres of property. Fire fuel reduction involved the removal of surface fuels, tree density reduction, retention of both wildlife habitat logs and trees, removal of two hazardous trees and low branch pruning. Images were shared showcasing before and after effects of fire fuel reduction of the property. Discussions continue concerning the relocation of homeless on the property and there is currently no established solution at this time. The Washington County homeless subcommittee is working on a plan to address this need.

Update from Parks Supervisor

- a) Park projects update

Bard Park construction nearly complete and ready for launch party on October 8th at noon. Tom Martin shared images from the project with the group. Engineered Installation Solutions (EIS) performed the installation. Upgrades included construction of a free fitness park, resurfacing of the basketball court, park beautification and artwork. The fitness court will have a QR code available for community members to utilize for obtaining workouts.

Lincoln Park will undergo work on drainage of fields. Work to be done by Pacific Sports Turf. Work is expected to begin in four weeks. Tom McCall and Neal Armstrong will be alternate sites for Forest Grove clubs needing field space. Discussion has already occurred between clubs and school district.

Pickleball courts at Roger's Park have received upgrades to the lighting system and LED bulbs. Community members can utilize lights between 4 p.m. – 9 p.m. via a new push button system. Lights are set to operate on a 90-minute timer. Pickleball tournament held on the weekend of September 11th went well and had approximately 120 people in attendance. Pickleball as a sport is growing in popularity nationwide and Oregon is no exception. Potential courts for more pickleball could be Tom McCall Hall elementary, the second court on the lower level.

Fire Fuel reduction and defoliation as discussed by the Parks and Recreation Director.

Update from Aquatics Supervisor

a) Pool closure projects update:

During the three week closure, the following projects were completed: 1) spray park recaulking; 2) spray park bench staining; 3) Activity Pool drainage and repainting; and 4) deep cleaning. Repairs on the hot tub got underway but we are experiencing significant delays which have put completion out at least two to three weeks. Roof repairs have also started but have not impacted services. The covered walkway roof on the admin office side of the Aquatics Center was sagging and upon assessment, was found to not be structurally damaged, cutting down the expense for repair. Hot water heaters (domestic) received annual preventative maintenance.

b) Pool schedule changes:

The Fall pool schedule will look different. Sundays will be closed and will be available for rentals only. Our Monday, Wednesday and Thursday late-night Fitness Swim has been removed from the schedule.

c) Staffing:

Dealing with staff shortages and scheduling/coverage hardships. Aquatics Specialist originally supposed to be in place for the Fall season, however, Parks staff experiencing delays in being able to commence with the hiring process. We are seeing many of our senior staff, transition on to other jobs, and younger generation of staff are not stepping up to transition to higher levels of responsibility. Quality in swim lessons have also seen decline. It will a little bit of time to regain that experience and bring our lesson quality up.

Update from Administrative Specialist

a) Data collection report:

Administrative Specialist reported she has been working on reestablishing routine attendance collection from cashiers and will work towards having attendance and revenue data collection reports available to share at future Rec Commission meetings. We are also tracking phone call volume to better identify peak busy times.

b) Staffing:

With the end of summer and students transitioning back to school, the Aquatics Center is currently hiring for a Customer Service Cashier.

7. STAFF COMMUNICATIONS: None.

8. COUNCIL LIAISON REPORT:

Council Liaison Wenzl, provided updates for the group.

- a) Valfre at Avenida 26 Affordable Housing Apartment Complex looking to 36 more units via the Metro Bond.
- b) Chalk festival and Corn Festival events were successful.
- c) Oak Street Area Land Use Refinement Plan updates given. Work session will be held on Monday, September 26th.
- d) Climate Action Plan discussed
- e) City Hall staff have begun relocation due to renovations. Utilities and court will remain on-site. This will be a five month temporary relocation.
- f) Octoberfest is this weekend

Chamber hosting Candidate forum Thursday, October 13th

9. ANNOUNCEMENT OF NEXT MEETING:

- g) The next meeting will be held on Wednesday, October 19, 2022. Committee will conduct a mini parks tour for the next meeting. Group meeting at 9:00 a.m.

10. ADJOURNMENT:

The meeting adjourned at 8:21 a.m.