

**PARKS AND RECREATION COMMISSION REGULAR MEETING
WEDNESDAY, JANUARY 17, 2018
COMMUNITY AUDITORIUM CONFERENCE ROOM
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1) **ROLL CALL:**

- a) Commissioners –Brad Bafaro, Ralph Brown, Mackenzie Johnston Carey, Howard Sullivan, Susan Taylor and Paul Waterstreet. Absent: Kenneth Cobleigh, Jeremiah Toews and Glenn VanBlarcom.
- b) Council Liaison – Malynda Wenzl
- c) Staff – Tom Gamble and Matt Baum

2) **CITIZEN COMMUNICATIONS:** None

3) **APPROVAL OF MINUTES:** The minutes of the December 20, 2017 meeting were approved.

4) **ADDITION/DELETIONS:** None

5) **ELECTION OF OFFICERS:**

- a) Chair – Paul Waterstreet
- b) Vice Chair – Howard Sullivan

6) **OLD BUSINESS:**

a) **Aquatic Center 50th Anniversary**

- i) The celebration will take place on Saturday, June 16 with various events taking place.
 - (1) The “program” will begin at 8:30 a.m. with speeches from the Mayor and City Manager.
- ii) 1968 prizes will be offered for the afternoon public swim.
- iii) Pictures and stories are still being sought.
- iv) It was suggested that a 50 Mile Club start 50 days out.

b) **Volunteer of the Year**

- i) The commission selected one project and two people as Volunteers of the Year. They will be honored at a future City Council meeting.

c) **Rogers Park Concept Plan**

- i) There is a meeting today with MIG, Susan and a wood sculpting company from Salem.
- ii) Measurements are being taken to ensure the proper fall zones will be in place for all of the hard scapes.
- iii) The playground will be located towards the North center of the park and the bathrooms will be on the South side near the parking lot.
- iv) Conceptual plan was presented to the City Council.
- v) Rogers Park will be closed during construction.
- vi) The project completion date is set for October 20, 2018.

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7) **NEW BUSINESS:**

a) **Department Priorities 2018**

- i) Each department develops priorities, as well as the City Council and then the City Manager combines them.
- ii) Parks and Recreation will continue their normal operations.
- iii) Above and beyond the ordinary are:
 - (1) The renovation of Rogers Park.
 - (2) Indexing of the SDC's.
 - (a) A preliminary look suggests a 10% bump from the current level of \$4,000.
 - (3) An internal review of the contract with Pacific University, which is 10 years old.

8) **COMMISSIONER'S REPORTS:**

a) **Brad:**

- i) The Oregon School Board Association is assisting the district in their search for a new Superintendent. They are hoping to have the new hire in place by mid-May.
- ii) The business manager for the district resigned and they are in the process of filling that position.

b) **Ralph:**

- i) The tracks at Neil Armstrong and Tom McCall are in bad shape and need to be looked at.

c) **Paul:**

- i) The Boards and Commissions dinner is tomorrow night, with the social hour beginning at 5:30 p.m. followed by dinner and the program.

9) **COUNCIL LIAISON REPORT:**

a) **Malynda:**

- i) The Town Hall meeting will be January 27 from 9:00 a.m. until noon and the focus is fire service in Forest Grove. Chief Kincaid will talk about our current department structure and look at fire authority on the road to a possible fire district. Attendees will receive raffle tickets which will enable them to ask questions of the panel.
- ii) The City Council retreat is February 3.
- iii) The Council toured the Jessie Quinn complex yesterday. There will be 1, 2 and 3 bedroom units, retail spaces, a fitness room, plaza and a rooftop deck.
- iv) This spring there will be ethics training for all the Boards & Commissions members.
- v) Community Development Project applications will be out in February.

10) **STAFF REPORTS:**

a) **Matt:**

- i) Ken will be redoing the verbiage on some of the signs for the Thatcher Park trail because after the goats did their job the species diversity is different.
- ii) Our new employee, Justin Davis will be starting in a week and a half. He comes from the parks crew in Ashland and it should be a seamless transition.
 - (1) There were 75 applicants and 10 were interviewed. It was a good applicant pool and now the parks crew will finally be fully staffed.
- iii) The weather has been so good that the main park areas were mowed last month.
- iv) Street tree trimming is taking place.

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b) **Tom:**

- i) We will be bringing back the goats this year to take care of the wooded area along the path in Forest Gale Heights. There was a fire in the low grass area last summer.
(1) We will put a place holder in the budget to use them again in the future.
- ii) The pool is busy with swim meets this time of year. The first weekend in February will be a big FG Dragons meet.
- iii) Aquatic Center revenue is up, some of that can be attributed to the larger than normal increase in fees we had last July to compensate for the increasing minimum wage.
- iv) The 2 girls' softball leagues in town will be using the softball field at Lincoln Park. Youth baseball will have the use of Thatcher Park, Bond Field and the fields at Joseph Gale.

11) **ANNOUNCEMENT OF NEXT MEETING:** The next meeting will be Wednesday, February 21 at 7:00 a.m.

12) **ADJOURNMENT:** The meeting was adjourned at 8:20 a.m.