



PARKS AND RECREATION COMMISSION MEETING

Wednesday, May 15, 2024
Community Auditorium Conference Room
1915 Main Street
(Entrance on East side of building)

Brad Bafaro, Chair
Joe Offer, Vice Chair

Paul Waterstreet
Aaron Johnson
Mackenzie Johnston Carey
Michelle Beck

Susan Taylor
Glenn VanBlarcom
Shari Exo
Vacancy, Student Advisor
Mike Marshall, Council Liaison

Zoom Webinar:

Link: <https://us06web.zoom.us/j/82687187417?pwd=ZmGZ23zudVyOGZuLlmeRnun2pc9sOX.1>

Meeting ID: 826 8718 7417

Passcode: 018801

A. Call to Order

1. Welcome guest

B. Public Comment Anyone wishing to speak on an item not on the agenda or on the agenda may be heard at this time. In the interest of time, please limit comments to two minutes.

C. Consent Agenda: Items under the Consent Agenda are considered routine and will all be adopted with a single motion, without separate discussion. Councilors who wish to remove an item from the Consent Agenda may do so prior to the motion. Any item(s) removed will be discussed and acted upon following the approval of the remaining item(s).

1. Approve Parks & Recreation Commission meeting minutes from April 17, 2024 meeting.

D. Additions/Deletions

E. Discussion/Decision Items

1. Guest - Alta Planning: Forest Grove Loop Trail Master Plan and Kyle Park design update
2. Prep: Parks & Recreation Commission Annual Report to City Council, June 24, 2024

3. Annual Volunteer Service Award nominations - finalize nominations and vote
4. Cost Recovery Plan review - Continuum attached

F. Council Liaison Report (Councilor Marshall)

G. School District Representative Report (Brad Bafaro)

H. Commission Communications (Commission Chair - Brad Bafaro)

I. Staff Communications

1. Parks & Recreation Department Report - attached
2. Staff provided highlights, Q & A
3. Boards and Commissions Appreciation Event - invitation attached

J. Announcement of Next Meeting

1. Wednesday, July 17th, 7:00am at the Community Auditorium Conference Room

K. Adjournment

Americans with Disabilities Act (ADA) Notice: The City of Forest Grove will make reasonable accommodations for participation in the meeting. Requests for assistance can be made by contacting the City Recorder's Office, 503-992-3235, mwoods@forestgrove-or.gov, at least 48-hours in advance of the meeting.



A place where families and businesses thrive.

Parks & Recreation Commission Meeting
Wednesday, April 17, 2024
City Auditorium Conference Room, 1915 Main St.

Minutes are unofficial until approved by the B/C.

A. CALL TO ORDER:

The meeting was called to order at 7:02 a.m. by Joe Offer, Vice Chair of the Parks and Recreation Commission.

ROLL CALL: Joe Offer, Vice Chair; Paul Waterstreet; Glenn VanBlarcom; Aaron Johnson; Mackenzie Johnston Carey; Michelle Beck; Mike Marshall, Council Liaison

ABSENT: Brad Bafaro, Chair; Shari Exo; Susan Taylor

STAFF PRESENT: Anne Lane, Parks & Recreation Director; Tom Martin, Parks Supervisor; Sherri Mead, Aquatics Supervisor; Cody Jeffers, Recreation Coordinator; Melissa Williams, Admin. Specialist II

B. PUBLIC COMMENT: none

C. CONSENT AGENDA:

- a. *Approve Parks & Recreation Commission meeting minutes of February 21, 2024.*
- b. *Approve Parks & Recreation Commission meeting minutes of March 20, 2024.*

MOTION: Glenn VanBlarcom moved to approve minutes from February 21, 2024 and March 20, 2024. Paul Waterstreet seconded. MOTION CARRIED unanimously.

D. ADDITIONS/DELETIONS: None

E. DISCUSSION/DECISION ITEMS:

1. Recap: April 8th joint work session with Forest Grove School District, Pacific University and City of Cornelius on recreation at FGSD office - Anne explained the purpose was for the various agencies to determine how they might collaborate to expand and enhance recreation for the community. The meeting was facilitated by a moderator. This discussion evolved and included some additional feedback from the previously discussed March 18th joint work session with City Council and our contractor 110%. It was mentioned by Councilor Marshall, that he felt that the collaboration meeting is good lead into the Fee & Assessment process but there is

some disconnect between agencies and what services/facilities each have available. Would like to see continued progress in coordinating that information jointly. Paul Waterstreet felt there wasn't a consistent message between the groups.

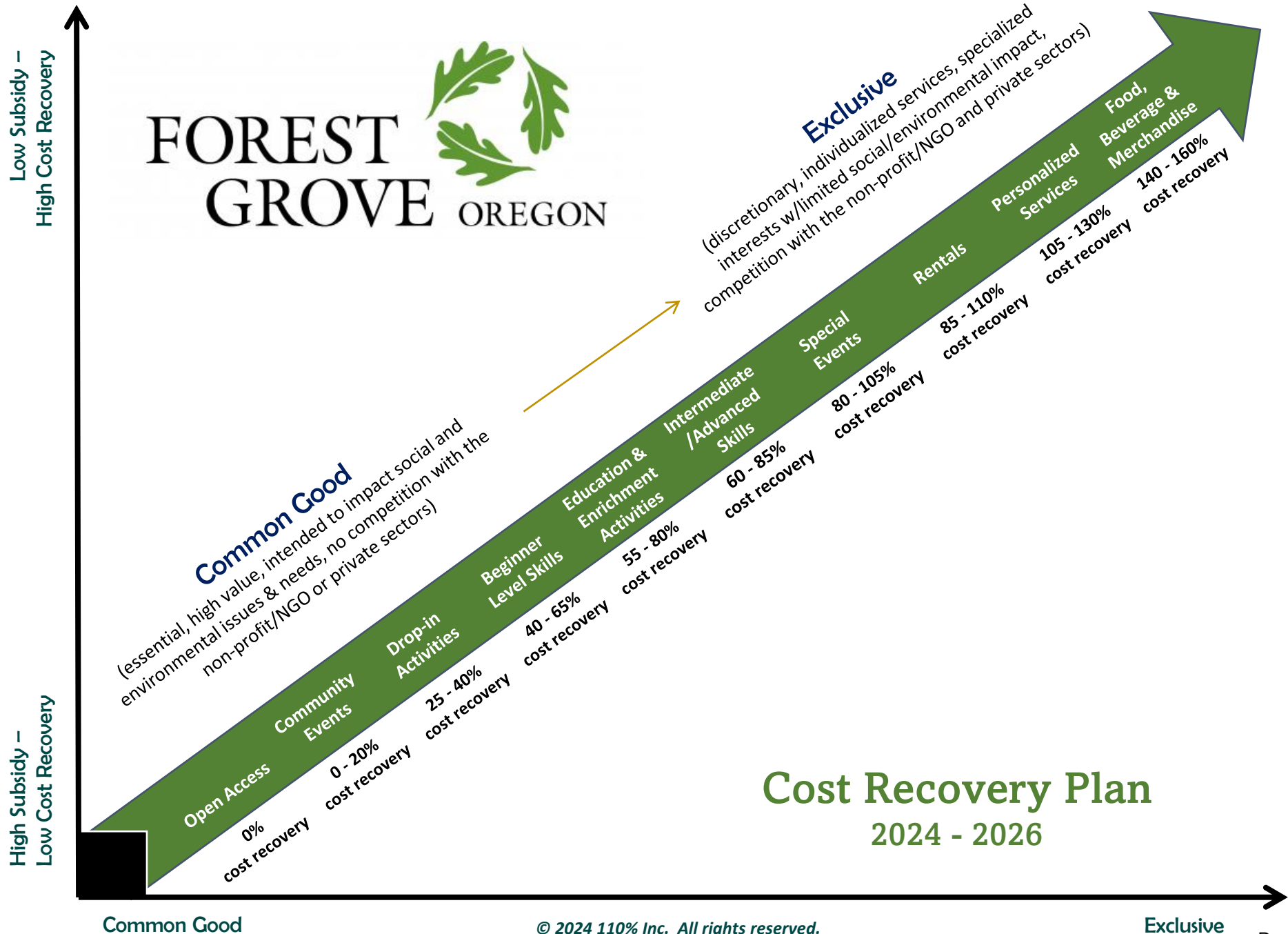
2. Recap: April 9th Eastside Park Open House event – held at new park site (3705 19th Ave), approximately 30 people in attendance and some coming in just by chance they were walking by. Consensus is excitement about the new park and with a good turnout, you provide that human connection to these neighbors. Our consultants were there and some games/snacks were offered to those in attendance. Currently awaiting a recap from the event as well as next steps in the process.

3. Annual Volunteer Service Award nominations (continued discussion from previous meeting) – additional names were offered as potential nominations. Vote will need to be held at the next meeting with final selection(s).

- F. **COUNCIL LIAISON REPORT:** Councilor Marshall stated that there haven't been any updates on the Council Creek Trail project as funding continues to be a barrier, as most agencies do not have the resources to take care of their portions. Councilor Marshall also mentioned that the Senior Center has rental space available.
- G. **SCHOOL DISTRICT REPRESENTATIVE REPORT:** Brad Bafaro, Chair was not present at this meeting but provided some written updates on various school district items. The district has broken ground on the new Cornelius Elementary School which means the soccer fields there are now closed. They are also developing a plan for a turf field at the Cornelius Elementary site for soccer. April/May the work at NAMS for the turf field will begin. District Superintendent search will be complete in two weeks, down to three candidates.
- H. **COMMISSION COMMUNICATIONS (COMMISSION CHAIR – BRAD BAFARO):**
1. Commission Vice Chair – Joe Offer (Brad Bafaro was absent) None
- I. **STAFF COMMUNICATIONS:**
- a. Parks & Recreation Department report (attached)
b. Staff to provide highlights, Q&A
- J. **ANNOUNCEMENT OF NEXT MEETING:** Wednesday, May 15, 2024, 7:00am at the City of Forest Grove Auditorium, Conference Room, 1915 Main St, Forest Grove.
- K. **ADJOURNMENT:** The meeting was adjourned at 7:46am.



Financial Sustainability Continuum



SUMMER 2024

ACTIVITY GUIDE

REGISTRATION OPENS MAY 13!

REGISTER AT [FORESTGROVE-OR.GOV/CLASSES](https://forestgrove-or.gov/classes)



**Forest Grove
Parks and Recreation**

503-992-3238

parksrecinfo@forestgrove-or.gov

forestgrove-or.gov/parksandrec



CAMP GROVE

June-Aug | Ages 5-12 | 8 weeks available | Mon-Fri

Camp Grove is a mix of free play, outdoor time, arts and crafts and field trips. Lunch is provided each day except for field trip days.

Rogers Park | 8am-3:30pm | June 24-Aug 16

\$250 Inside City /week | \$325 Outside City /week

COYLE OUTSIDE

INTERMEDIATE WILDERNESS SURVIVAL

June | Ages 7-12 | No Prerequisites | Mon-Fri

Skills taught include shelters, fire safety/building, knife safety, tracking, foraging and more! Transportation provided from Rogers Park to Hagg Lake and back everyday.

Scoggins Valley Park /Henry Hagg Lake: Sain Creek

\$305 Inside City | \$367 Outside City | 9am-4pm | June 24-28

PLAYWELL LEGO®

ANIMAL ADVENTURES & MINECRAFT MASTERS

July | Ages 5-7 and 7-12 | Joseph Gale Elementary | Mon-Fri

Let your imagination run wild and learn engineering principals inspired by fun themes!

Animal Adventures | 9am-12pm | July 22-26 | Ages 5-7

Minecraft Masters | 1pm-4pm | July 22-26 | Ages 7-12

\$130 Inside City | \$169 Outside City

ADVENTURES IN STEM & BASH 'EM BOTS

Aug | Ages 5-7 and 7-12 | Joseph Gale Elem. | Mon- Fri

Let your imagination run wild and learn engineering principals inspired by fun themes!

Adventures in STEM | 9am-12pm | Aug. 5-9 | Age 5-7

Bash 'Em Bots | 1pm-4pm | Aug. 5-9 | Age 7-12

\$130 Inside City | \$169 Outside City

RECREATION IS FOR EVERYONE!

FINANCIAL ASSISTANCE IS
AVAILABLE FOR QUALIFYING
RESIDENTS.

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website at forestgrove-or.gov/funforallfund or scan the QR code.



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FOR GRAD PARTIES, BIRTHDAY
CELEBRATIONS AND MORE!

Visit forestgrove-or.gov/shelterrental
for more information



SKYHAWKS SPORTS CAMPS

PICKLEBALL

June 17-21 | Ages 7-12 | Rogers Park Tennis Courts | Mon-Fri

Pickleball camp covers basics, strategy, and friendly matches.

9am-12pm | \$125 Inside City | \$163 Outside City

MULTI SPORT

June 24-28 | Ages 7-12 | Harvey Clarke Elem. Field | Mon-Fri

Introduces Dodgeball, Capture the Flag, and Ultimate Frisbee. Full-day option includes lunch and swim at the Forest Grove Aquatic Center.

Half Day | \$145 Inside City | \$189 Outside City | 9am-12pm

Full Day | \$275 Inside City | \$314 Outside City | 9am-3:30pm

VOLLEYBALL

July 15-19 | Ages 7-14 | Harvey Clarke Elem. Field | Mon-Fri

Volleyball for beginner to intermediate. Full-day includes lunch and swim at the Forest Grove Aquatic Center.

Half Day | \$145 Inside City | \$189 Outside City | 9am-12pm

Full Day | \$275 Inside City | \$314 Outside City | 9am-3:30pm

SOCCER

July 15-19 | Ages 7-12 | Harvey Clarke Elem. Field | Mon-Fri

Camp for soccer skill development. Full-day option includes lunch and swim at the Forest Grove Aquatic Center.

Half Day | \$145 Inside City | \$189 Outside City | 9am-12pm

Full Day | \$275 Inside City | \$314 Outside City | 9am-3:30pm

TENNIS

July 29-Aug 2 | Ages 7-12 | Rogers Park Tennis Courts | Mon-Fri

Tennis camp focuses on basics, strategy, and friendly matches.

\$125 Inside City | \$163 Outside City | 9am-12pm

MINIHAWKS - MULTI SPORT

July and Aug | Ages 4-7 | Harvey Clarke Elem. Field | Mon-Fri

Campers are introduced to a variety of sports like Baseball, Flag Football, and Soccer.

July 8-12 | 9am-12pm | \$145 Inside City | \$189 Outside City

July 22-26 | 9am-12pm | \$145 Inside City | \$189 Outside City

Aug 5-9 | 9am-12pm | \$145 Inside City | \$189 Outside City

SUMMER IS HERE!

THE FOREST GROVE AQUATIC CENTER IS
READY FOR ANOTHER SUMMER SEASON!

For summer swim schedule, spray park
schedule, and admission/membership
information visit forestgrove-or.gov/aquatics.

**DON'T FORGET THE SPRAY PARK
OPENS MEMORIAL DAY!**



VERANO 2024

GUÍA DE ACTIVIDADES

INSCRIPCIONES ABIERTAS EL 13 DE MAYO

REGÍSTRESE EN [FORESTGROVE-OR.GOV/CLASSES](https://forestgrove-or.gov/classes)



**Forest Grove
Parks and Recreation**
503-992-3238
parksrecinfo@forestgrove-or.gov
forestgrove-or.gov/parksandrec



CAMP GROVE

Junio-Ago | Edades 5-12 | 8 Semanas | Lun-Vie

Camp Grove es una mezcla de juego libre, tiempo al aire libre, arte y manualidades, y excursiones. Se provee almuerzo cada día excepto en días de excursión.

Rogers Park | 8am-3:30pm | Jun 24-Ago 16

\$250 Residente/semana | \$325 Fuera del distrito/semana

COYLE OUTSIDE

INTERMEDIATE WILDERNESS SURVIVAL

Junio | Edades 7-12 | No Hay Requisitos Previos | Lun-Vie

Habilidades enseñadas incluyen refugios, seguridad/construcción de fuego, seguridad con cuchillos, rastreo, recolección de alimentos y más! Transporte provisto desde Rogers Park hasta Hagg Lake y de regreso todos los días.

Scoggins Bvalley Park/Henry Hagg Lake: Sain Creek

\$305 Residente | \$367 Fuera del distrito | 9am-4pm | Junio 24-28

PLAYWELL LEGO®

ANIMAL ADVENTURES Y MINECRAFT MASTERS

Julio | Edades 5-7 y 7-12 | Joseph Gale Elementary | Lun-Vie

Permite que tu imaginación vuele y aprende principios de ingeniería inspirados en temas divertidos.

Animal Adventures | 9am-12pm | Julio 22-26 | Edades 5-7

Minecraft Masters | 1pm-4pm | Julio 22-26 | Edades 7-12

\$130 Residente | \$169 Fuera del distrito

ADVENTURES IN STEM Y BASH 'EM BOTS

Julio | Edades 5-7 y 7-12 | Joseph Gale Elementary | Lun-Vie

Permite que tu imaginación vuele y aprende principios de ingeniería inspirados en temas divertidos.

Adventures in STEM | 9am-12pm | Ago 22-26 | Edades 5-7

Bash 'Em Bots | 1pm-4pm | Ago 22-26 | Edades 7-12

\$130 Residente | \$169 Fuera del distrito

SKYHAWKS SPORTS CAMPS

PICKLEBALL

Junio 17-21 | Edades 7-12 | Rogers Park Cancha de Tenis | Lun-Vie

El campamento de pickleball cubre los conceptos básicos, estrategias y partidos amistosos.

9am-12pm | \$125 Residente | \$163 Fuera del distrito

MULTIDEPORTE

Junio 24-28 | Edades 7-12 | Harvey Clarke Campo | Lun-Vie

Introduce Dodgeball, Capture the Flag y Ultimate Frisbee. La opción de día completo incluye almuerzo y natación supervisada en el Forest Grove Aquatic Center.

Medio Día | \$145 Residente | \$189 Fuera del distrito | 9am-12pm

Todo el Día | \$275 Residente | \$314 Fuera del distrito | 9am-3:30pm

VOLEIBOL

Julio 15-19 | Edades 7-14 | Harvey Clarke Campo | Lun-Vie

Voleibol para principiantes a intermedios. El día completo incluye almuerzo y natación en el Forest Grove Aquatic Center.

Medio Día | \$145 Residente | \$189 Fuera del distrito | 9am-12pm

Todo el Día | \$275 Residente | \$314 Fuera del distrito | 9am-3:30pm

FÚTBOL

Julio 15-19 | Edades 7-12 | Harvey Clarke Campo | Lun-Vie

Campamento para el desarrollo de habilidades de fútbol. La opción de día completo incluye almuerzo y natación supervisada en el Forest Grove Aquatic Center.

Medio Día | \$145 Residente | \$189 Fuera del distrito | 9am-12pm

Todo el Día | \$275 Residente | \$314 Fuera del distrito | 9am-3:30pm

TENIS

Julio 29-Ago2 | Edades 7-12 | Rogers Park Cancha de Tenis | Lun-Vie

El campamento de tenis se enfoca en los fundamentos, estrategias y partidos amistosos.

\$125 Residente | \$163 Fuera del distrito | 9am-12 pm

MINIHAWKS – MULTIDEPORTE

Julio y Ago | Edades 4-7 | Harvey Clark Camp | Lun-Vie

Los campistas son introducidos a una variedad de deportes como béisbol, fútbol americano de bandera y fútbol

Julio 8-12 | 9am-12pm | \$145 Residente | \$189 Fuera del distrito

Julio 22-26 | 9am-12pm | \$145 Residente | \$189 Fuera del distrito

Ago 5-9 | 9am-12pm | \$145 Residente | \$189 Fuera del distrito

¡EL VERANO HA LLEGADO!

EL CENTRO ACUÁTICO DE FOREST GROVE ESTÁ LISTO PARA OTRA TEMPORADA DE VERANO

Para el horario de natación de verano, el horario del parque de pulverización y la información sobre admisión/membresía, visite forestgrove-or.gov/aquatics.

¡NO OLVIDES QUE EL PARQUE DE PULVERIZACIÓN ABRE EL DÍA DE LOS CAÍDOS!



¡LA RECREACIÓN ES PARA TODOS!

LA ASISTENCIA FINANCIERA ESTÁ DISPONIBLE PARA LOS RESIDENTES DE FOREST GROVE QUE CUMPLAN CON LOS REQUISITOS.

Descubre cómo puedes calificar visitando nuestro sitio web en forestgrove-or.gov/funforallfund o escaneando el código QR.



¡ALQUILE NUESTROS REFUGIOS EN EL PARQUE!

NUESTROS REFUGIOS EN EL PARQUE SON PERFECTOS PARA FIESTAS DE GRADUACIÓN, CUMPLEAÑOS Y MÁS.

Para obtener más información, visite forestgrove-or.gov/shelterrental





PARKS & RECREATION DEPARTMENT REPORT

Parks & Recreation Director – Anne Lane

1. Assessment & Fee Plan – Pricing tool workshop to be held on May 6; City Council adoption of continuum, cost recovery goals, recommended fees and charges. Policy development to follow.
2. Universally Accessible Inclusive Playground Replacement at Hazel Sills Park – Demo complete. Site prep underway.
3. Annual budget process – First meeting with Budget Committee and Council held April 29. Budget adoption scheduled for June 10.
4. Eastside Park – Concept drawings being developed.
5. Patron Code of Conduct – Unanimously passed and adopted on April 22 by the City Council.
6. Forest Grove Loop Trail & Kyle Park – Community engagement event held May 1 at Farmer's Market. Tabling at Pacific University Powwow held on May 4.
7. FGSD Summer Recreation – Invited to partner and provide extended day recreation services for various summer school programs. Funding provided by ODE federal money via FGSD.
8. Pacific University Intern – Student capstone project "Importance of a Swale" interpretive sign designed for Stites Park in cooperation with Clean Water Services. Sign is dual language. Oregon Corrections Enterprises will manufacture the sign and frame. Parks will install.

Parks Supervisor – Tom Martin

1. Rotary Club volunteers did a spring clean-up at the planter located adjacent to the Flag Pole on the east side of town.
2. Anna & Abby's Playground: under the leadership of Susan Dieter-Robinson, a dedicated volunteer group did a spring spruce up, diligently picking up litter and

spreading wood chips.

3. The Oregon Dept. of Agriculture contacted us about taking wood chips from an Emerald Ash Borer tree removal project in Forest Grove. They were removing trees in two locations. Marble Tree Service delivered loads of good-quality chips to Thatcher Park.
4. Washington County Sheriff's Dept. Work Crew: The Parks Division had assistance on April 15th and 30th. Wood chips done at east entrance and Aquatic Center. The blackberry hedge row was removed from the city lot behind Pad Thai.

Aquatics Supervisor – Sherri Mead

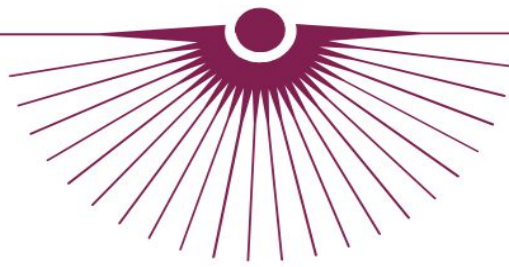
1. Summer Session 1 lesson registration opens May 22nd.
2. Various all-staff trainings are happening in May & June, including Active Threat, Lifeguards, Customer Service, and Harassment sessions. This helps our teams be even better when dealing with some of the issues that come up when working with the public, other employees, and keeping our visitors safe.
3. Spray Park features are being freshened up so it's ready to roll for summer. Complete pressure wash happening May 20th.
4. Still have openings in our Jr. Lifeguard, Home Alone, and Babysitter Training classes being held during May/June.

Recreation Coordinator – Cody Jeffers

1. Summer Recreation programming registration opened May 13th. Working on activity guide for Parks & Recreation. (sample attached)
2. Thatcher Park clean-up happening on May 18th with Forest Grove High School.
3. Interviews are wrapping up and we are hiring several new Recreation Aides as well as one new lead position so far.

Administrative Specialist II – Melissa Williams

1. We continue to see more people apply for assistance through the Fun For All Fund.
2. I am continuing to fine tune CivicRec so it can run as efficiently as possible. Through our Fee & Assessment study process, I have made a great connection with another agency in Georgia who has been using CivicRec since inception. She has been a great resource for me to really dial in our processes and figure out some of the great things this software can do that makes our work more efficient and accurate for reporting purposes.



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YOU AND A GUEST ARE
INVITED TO MIX AND MINGLE

Hors d'oeuvres
Small Plate Desserts
Drink Ticket Provided

Tuesday, June 18, 2024 | 6 – 8:30 p.m.

McMenamins Grand Lodge | Children's Cottage
3505 Pacific Avenue | Forest Grove, OR 97116

RSVP to jzaik@forestgrove-or.gov
or 503.992.3234 by **Friday, June 7**

A small block of rooms has been reserved, if you are
interested please state so in your RSVP

