



PARKS AND RECREATION COMMISSION MEETING

Wednesday, August 21, 2024

Community Auditorium Conference Room
1915 Main Street (enter on East side of bldg.)

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/86184566322?pwd=4lcd2sbVsCqL4yVlvGgDrw74XMu0ri.1>

Meeting ID: 861 8456 6322

Passcode: 701728

A. Call to Order

1. Welcome guests

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 the July 17, 2024 meeting.

D. Additions/Deletions

E. Discussion/Decision Items

1. Guest: Heather Westfall-Finnigan, Committee for Community Engagement
 - a. Board Buddy program
2. Miguel Camacho Serna - PLACE
 - a. Update on Eastside Park (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

J. Announcement of Next Meeting

1. Wednesday, September 18th, 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, July 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 7:01 a.m. by Brad Bafaro, Chair of the Parks and Recreation Commission.

ROLL CALL: Brad Bafaro, Chair; Joe Offer, Vice Chair; Paul Waterstreet; Aaron Johnson; Mackenzie Johnston Carey; Michelle Beck; Shari Exo; Mike Marshall, Council Liaison

ABSENT: Susan Taylor; Glenn VanBlarcom

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

B. PUBLIC COMMENT: none

C. CONSENT AGENDA:

a. *Approve Parks & Recreation Commission meeting minutes of May 15, 2024.*

MOTION: Paul Waterstreet moved to approve minutes from May 15, 2024. Aaron Johnson seconded. MOTION CARRIED unanimously.

D. ADDITIONS/DELETIONS: None

E. DISCUSSION/DECISION ITEMS:

1. Guest: Heather Westfall-Finnigan, Historic Landmarks Board was not present.

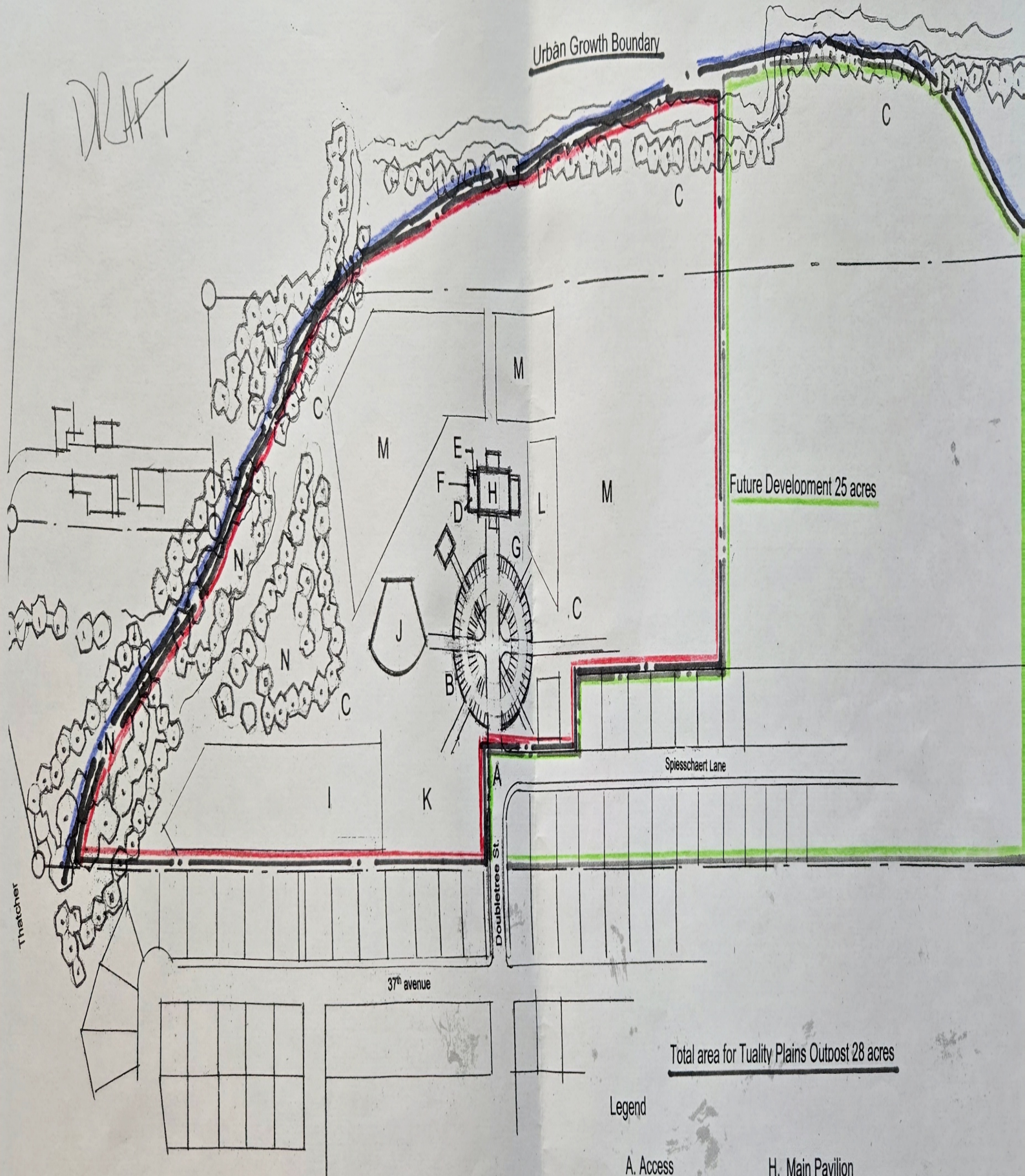
2. Paul Waterstreet gave a brief overview of the City Council meeting on June 24, 2024 that included the annual report for the Commission itself. Paul noted that the Volunteer Service Awards were given out, Susan Dieter and our local Rotary Clubs. He reviewed highlights from the past year. Council inquired about what courts are available in the city. More pickleball options are desired because of the sport popularity.

3. Guest: Butch Sullivan (and Lyle Spiesschaert) presented some information

regarding their Tuality Plains Outpost project which is a vision for the creation of a living history center and park. This project has two components, a gathering place and a regional heritage center sitting on 28 donated acres. They are planning an unveiling of the project on Sept. 28, 2024 and they are hoping to partner with the City on this endeavor. A project planning map draft was also provided to the Commission members. (attached)

- F. **COUNCIL LIAISON REPORT:** Councilor Marshall had nothing to report.
- G. **SCHOOL DISTRICT REPRESENTATIVE REPORT:** Brad Bafaro, Chair reported that the Cornelius Elementary construction has started and completion is a year away. The existing gym & cafeteria has been sold to the City of Cornelius. NAMS remodel is underway and the turf field will be ready this fall. Project at Dilley is moving along and FGHS is currently replacing flooring due to the extensive water damage in the new gym from a sprinkler system issue.
- H. **COMMISSION COMMUNICATIONS (COMMISSION CHAIR – BRAD BAFARO):**
none
- I. **STAFF COMMUNICATIONS:**
 - a. Parks & Recreation Department report (attached)
 - b. Staff to provide highlights, Q&A
- J. **ANNOUNCEMENT OF NEXT MEETING:** Wednesday, August 21, 2024, 7:00am at the City of Forest Grove Auditorium, Conference Room, 1915 Main St, Forest Grove.
- K. **ADJOURNMENT:** The meeting was adjourned at 7:59am.

DRAFT



Total area for Tuality Plains Outpost 28 acres

Legend

- | | |
|------------------------|-------------------------------------|
| A. Access | H. Main Pavilion |
| B. Parking | I. Living History & Heritage Center |
| C. Trails | J. Natural Amphitheater |
| D. Bathroom Facilities | K. Overflow Parking |
| E. Meeting Room | L. Neighborhood Garden |
| F. Preparation Kitchen | M. Crop Areas |
| G. Office Spaces | N. Conservation Corridor |

Tuality Plains Outpost
Site Plan..... 1" = 200 ft



FOREST GROVE EASTSIDE PARK SCHEMATIC DESIGN

AUGUST 2024

INTRODUCTION AND BACKGROUND

One of the primary objectives of Forest Grove Parks & Recreation and Forest Grove City Council are for all residents to have safe and equitable access to parks and recreation open space.

Access for all: The City is inclusive in its efforts to provide culturally-responsive parks, facilities and programs throughout Forest Grove, as well as excellent customer service for residents of all ages, ethnicities, abilities and incomes.

Community livability: Through parks and recreation, the City promotes health, wellness, social cohesiveness, and community identity to enhance the quality of life in Forest Grove.

To that end, the 2016 Forest Grove Parks, Recreation and Open Space Master Plan illustrated the lack of any park or recreation space in the Eastside of Forest Grove. It became a priority for City Council to determine the actual need for a new Eastside park to be sure that all residents are being served.

PLACE was invited to work with Forest Grove Parks & Recreation to do an Eastside Park Needs Study. This report is focused on the Eastside residential area between Hwy 47 east to the city limit line with Cornelius, and south to include Fernhill Elementary School. These residents are hindered to easy access to green space by distance, lack of street continuity, and busy street crossings.

Inherent challenges in this part of the city include:

- Residents must cross busy roads, Hwy 47 or Hwy 8, to reach an existing park or school.
- Residents must walk around large private properties, such as apartment properties and the Rose Grove Mobile Home Park to reach a future park in their neighborhood. East/west circulation on public streets is limited to along Hwy 8.
- The abandoned railroad in future could become a Metro regional bike and walking path to make that east/west connection.

The study followed recommendations from numerous sources establishing 15 minutes as a maximum distance that residents can comfortably walk to reach a park or school green open space. This reduces dependance on cars and adds to the livability of a neighborhood.

Multiple possible new park sites and options for collaborative partnerships were evaluated, and in 2023 the site located at 3705 19th Ave was selected as the location for a new Neighborhood Park in the East Side.

COMMUNITY ENGAGEMENT AND PROCESS

The community engagement process for the East Side Park seeks to enrichen the design process by direct participation with the stakeholders, familes, and individuals that will benefit from the addition of this park to the neighborhood.

Our first Community Engagement was on March 4th, 2024, and although we had very little participation, it was an opportunity to establish a baseline for program and site relationships with adjacent neighbors, as well as highlighting site conditions, existing vegetation.

For the second Community Engagment, a flyer was distributed and we had more promotion for the community meeting thanks to support from the City of Forest Grove and Parks and Recreation. Held at the future park site on April 12, 2024, it was a much more attended and lively event, where three conceptual schemes were presented.

This summary includes the materials presented, responses from the community and additional information and take-aways from the engagement.

Based on feedback from the Community Engagement process, and additional considerations regarding programming and existing conditions, two of the schemes were refined. The two schemes, Flow and Ripples, are presented in this document to be presented to City Council and the Parks and Recreation Comission.

Next steps will be to select a preferred scheme to move forward into Design Development, Construction Documents and implementation.

PLACE
August 2024.

COMMUNITY ENGAGEMENT SUMMARY

BOARDS SHOWCASED AT THE EVENT

SITE STUDY | ESTUDIO DEL SITIO

EAST SIDE NEIGHBORHOOD PARK



1
SOUTH-WEST CORNER | ESQUINA SUROESTE



2 3 4
WEST MEADOW | PRADERA OESTE



5 6
VIEW FROM SOUTH-WEST | VISTA DESDE EL SUR-OESTE



7
SOUTH-EAST CORNER | ESQUINA SUR-ESTE



6
EAST MEADOW LOOKING NORTH - PRADERA ESTE AL NORTE



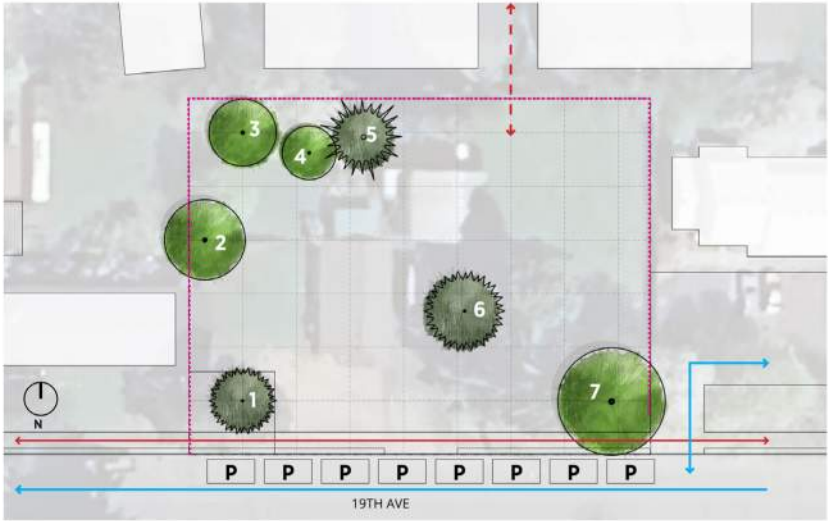
4
FALLEN, BUT NOT BEATEN | CAIDO, FERO NO VENCIDO



7 6
EAST MEADOW LOOKING SOUTH | PRADERA ESTE AL SUR

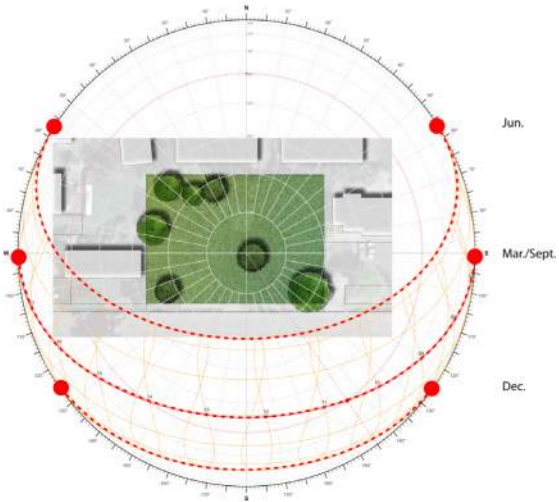


6
EAST MEADOW LOOKING SOUTH | PRADERA ESTE AL SUR



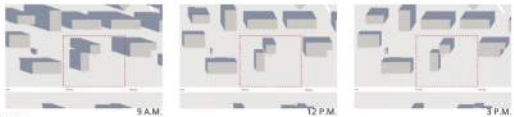
19TH AVE

--- CONNECTION POSSIBILITY | POSIBILIDAD DE CONEXIÓN
— PEDESTRIAN | CIRCULACIÓN PEATONAL
— VEHICLE | CIRCULACIÓN VEHICULAR
..... EXISTING FENCES | CERCAS EXISTENTES



Jun.
Mar/Sept.
Dec.

MAR./SEPT.



9 A.M. 12 P.M. 3 P.M.

JUN.



9 A.M. 12 P.M. 3 P.M.

DEC.



9 A.M. 12 P.M. 3 P.M.

FOREST GROVE OREGON

PLACE

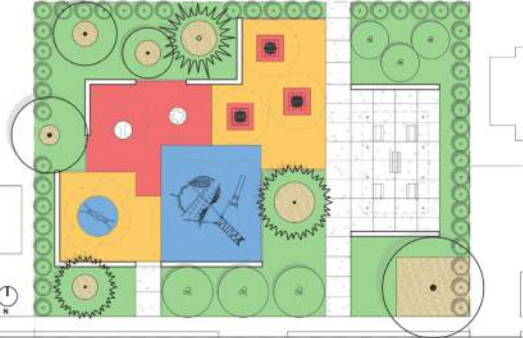
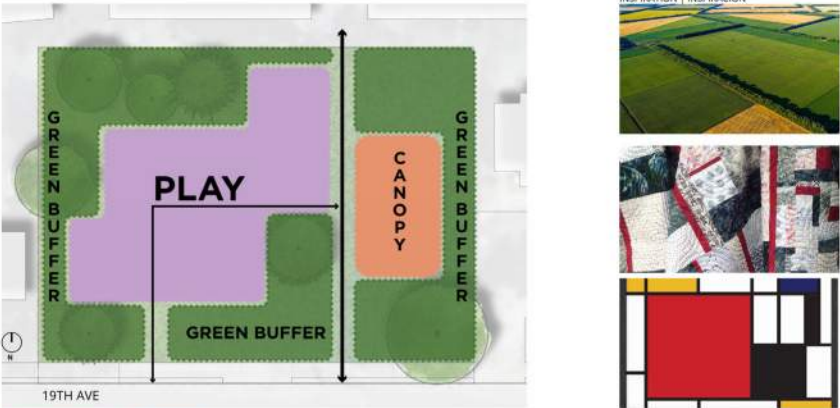
FOREST GROVE EASTSIDE PARK
AUGUST 2024

PLACE
Page 8 of 29

COMMUNITY ENGAGEMENT SUMMARY

CONCEPTS SHOWCASED AT THE EVENT

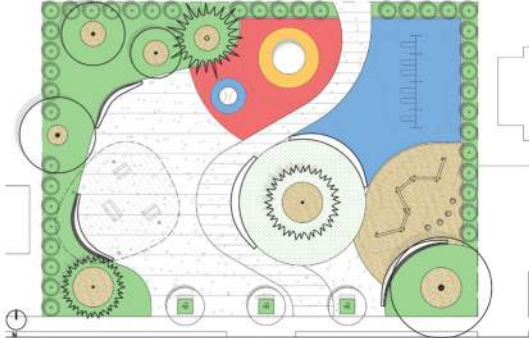
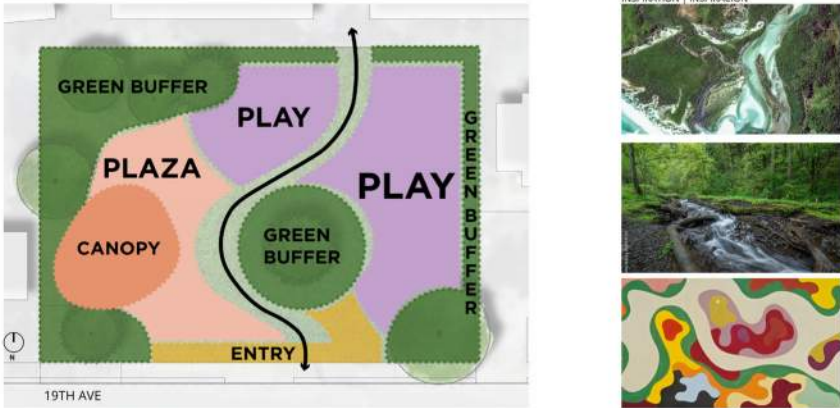
FRAMES | MARCOS EAST SIDE NEIGHBORHOOD PARK





PLACE

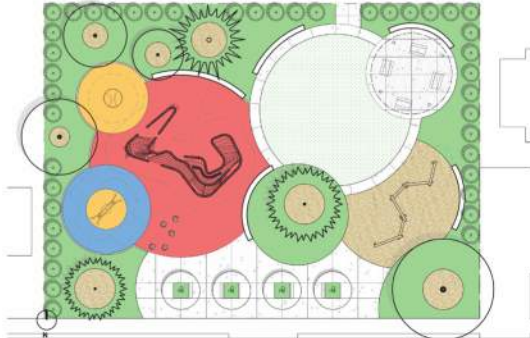
FLOW | FLUJO EAST SIDE NEIGHBORHOOD PARK





PLACE

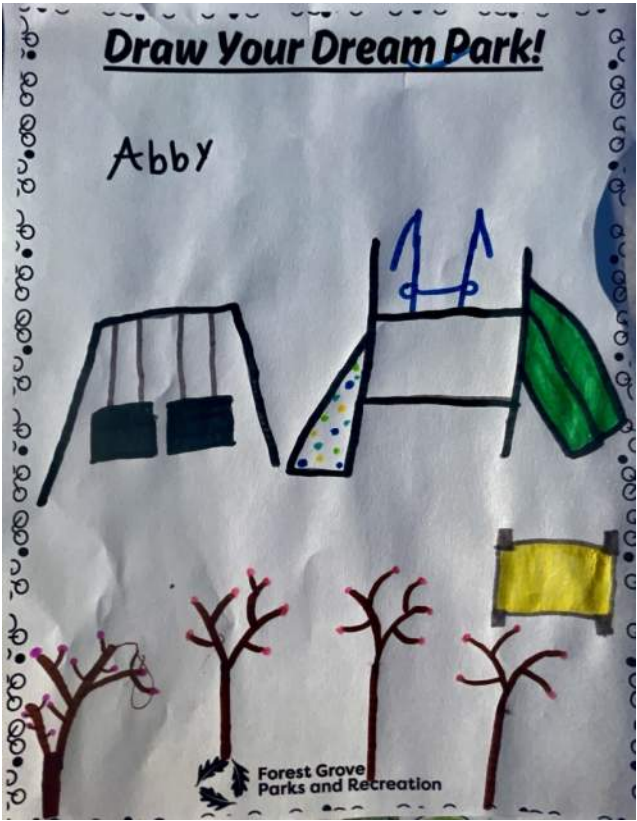
RIPPLES | ONDAS EAST SIDE NEIGHBORHOOD PARK





PLACE

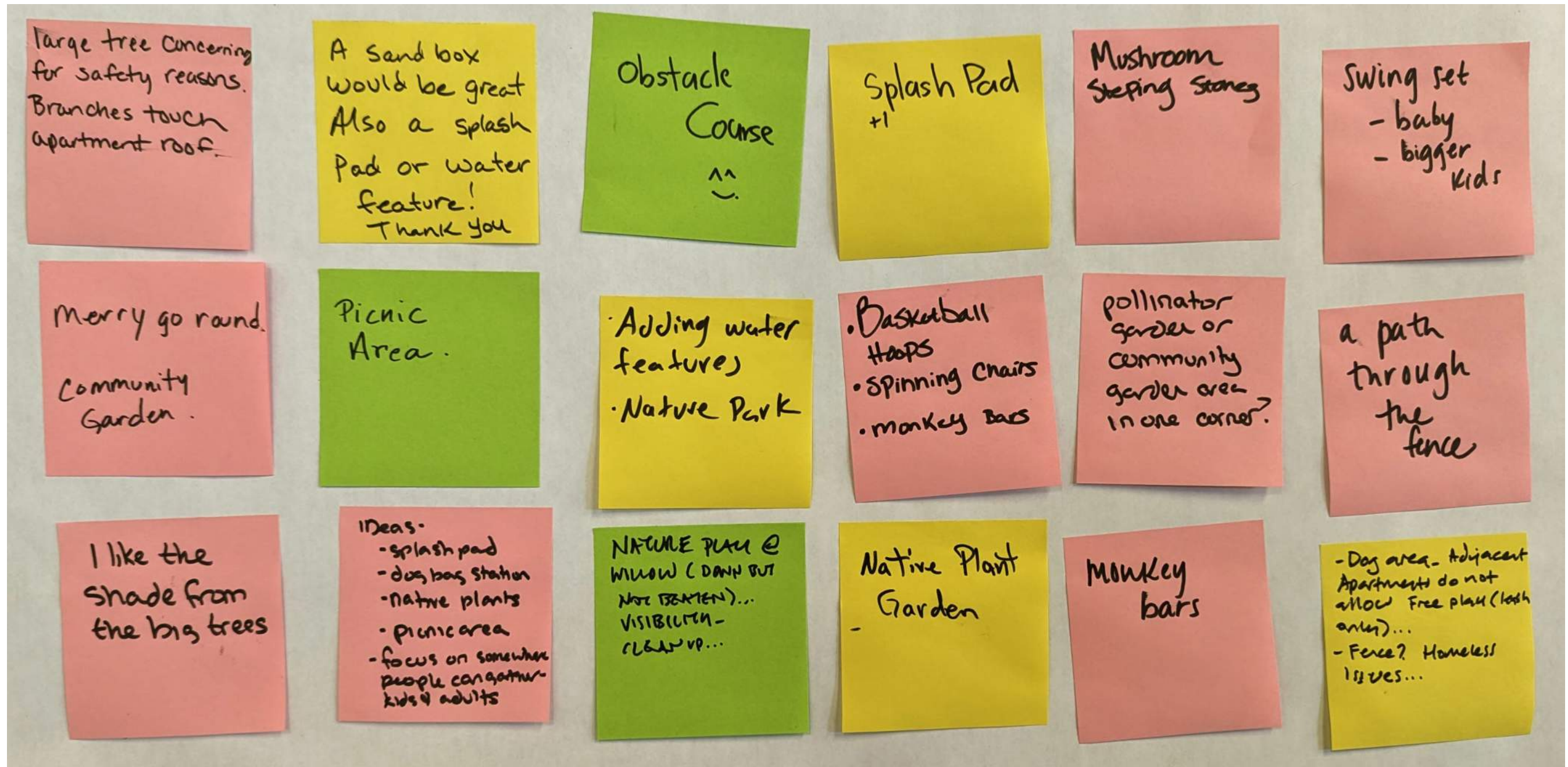
COMMUNITY ENGAGEMENT



COMMUNITY COMMENTS

ATTENDANCE:

- (16) SIXTEEN ADULTS
- (16) SIXTEEN CHILDREN
- (2) TWO DOGS

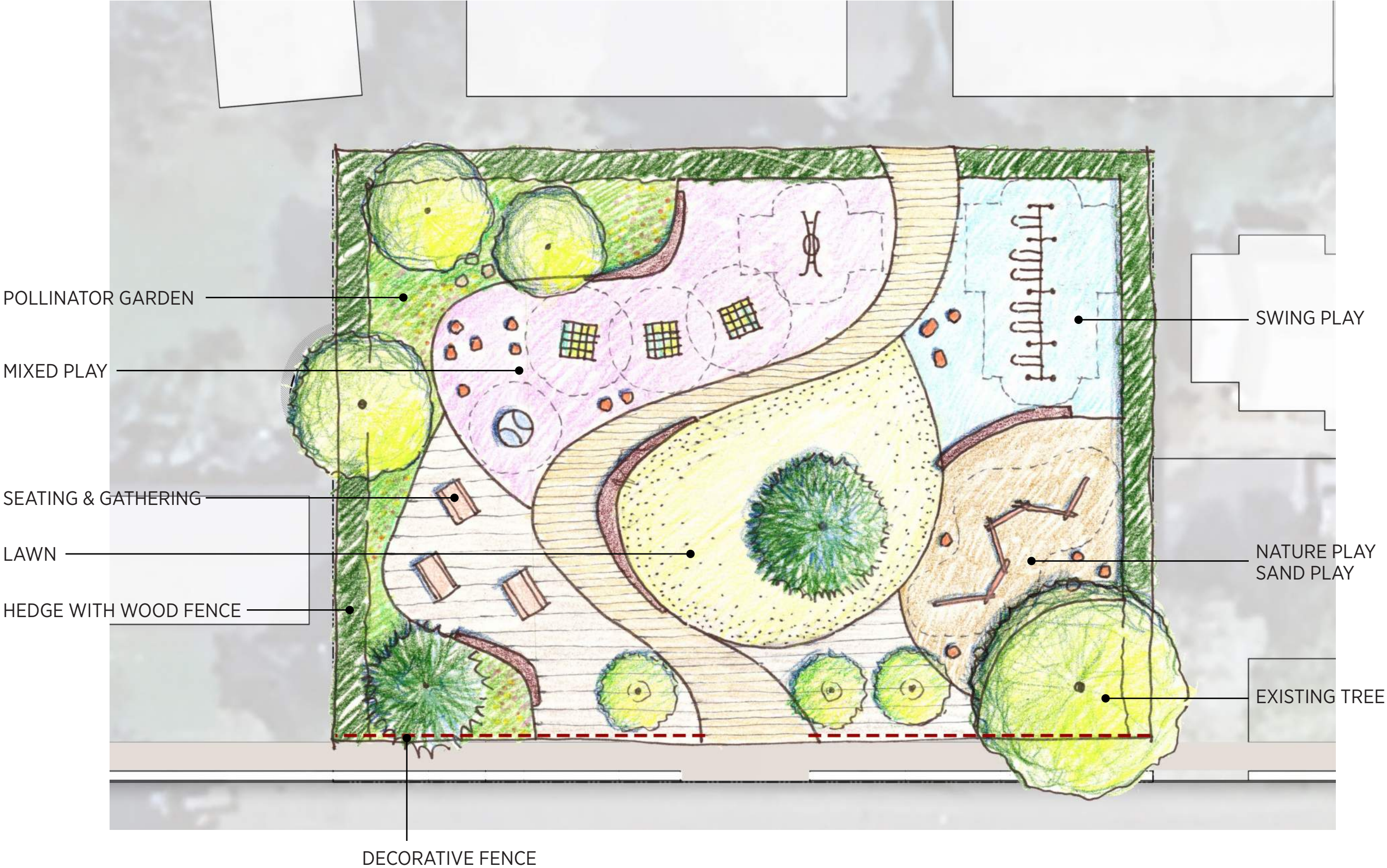


COMMUNITY COMMENTS

- LARGE TREE CONCERNING, FOR SAFETY REASONS; BRANCHES TOUCH APARTMENT ROOF
- A SAND BOX WOULD BE GREAT, ALSO A SPLASH PAD OR WATER FEATURE! THANK YOU
- OBSTACLE COURSE
- SPLASH PAD
- MUSHROOM STEPPING STONES
- SWING SET: BABY AND BIGGER KIDS
- MERRY GO ROUND, COMMUNITY GARDEN
- PICNIC AREA
- ADDING WATER FEATURES, NATURE PARK
- BASKETBALL HOOPS, SPINNING CHAIRS, MONKEY BARS
- POLLINATOR GARDEN OR COMMUNITY GARDEN OVER IN ONE CORNER?
- A PATH THROUGH THE FENCE
- I LIKE THE SHADE FROM THE BIG TREES
- IDEAS: SPLASH PAD, DOG BAG STATION, NATIVE PLANTS, PICNIC AREA, FOCUS ON SOMEWHERE PEOPLE CAN GATHER - KIDS AND ADULTS
- NATURE PLAY AT WILLOW, CLEAN UP FOR VISIBILITY
- NATIVE PLANT GARDEN
- MONKEY BARS
- DOG AREA, ADJACENT APARTMENTS DO NOT ALLOW FREE PLAY (LEASH ONLY)
- FENCE? HOMELESS ISSUES....

FEEDBACK	ASSESSMENT	RECOMMENDED ACTIONS
- EXISTING LARGE TREE MAY NEED TO BE REMOVED	EASY / NECESSARY TO IMPLEMENT	- TWO EXISITING TREES WERE REMOVED BASED ON VIABIL- ITY AND SAFETY
- SHADE FROM EXISTING BIG TREES	ALREADY PROVIDED	- INCLUDED IN SCHEMATIC DESIGNS
- SWING SET: BABY AND BIGGER KIDS	ALREADY PROVIDED (FLOW SCHEME); OTHERS SINGLE SWING	- PROVIDE STANDARD AND ACCESSIBLE SWINGS
- MERRY GO ROUND, SPINNING CHAIRS	ALREADY PROVIDED (ALL SCHEMES)	- INCLUDED IN SCHEMATIC DESIGNS
- SOMEWHERE PEOPLE CAN GATHER	ALREADY PROVIDED (ALL SCHEMES)	- INCLUDED IN SCHEMATIC DESIGNS
- A PATH THROUGH THE FENCE	ALREADY PROVIDED (ALL SCHEMES)	- FURTHER CONVERSATIONS WITH PROPERTY OWNER IS NEEDED
- PICNIC AREA (2)	ALREADY PROVIDED (ALL SCHEMES)	- PROVIDE PICNIC TABLES, REMOVE SHELTER
- NATURE PARK / NATURE PLAY	EASY TO IMPLEMENT / ALREADY PROVIDED	- INCLUDED IN SCHEMATIC DESIGNS
- OBSTACLE COURSE	EASY TO IMPLEMENT / ALREADY PROVIDED	- INCLUDED IN SCHEMATIC DESIGNS
- MUSHROOM STEPPING STONES	EASY TO IMPLEMENT / ALREADY PROVIDED (LOG ROUNDS)	- INCLUDED IN SCHEMATIC DESIGNS
- NATIVE PLANT GARDEN / POLLINATOR GARDEN	EASY TO IMPLEMENT	- INCLUDED IN SCHEMATIC DESIGNS
- SPLASH PAD (4)	MENTIONED 4 TIMES, ASSESS VIABILITY	- THESE PROGRAMS WILL ATTRACT INTENSIVE USE TOO HIGH FOR A NEIGHBORHOOD PARK; FUTURE LINCOLN PARK WILL PROVIDE WATER PLAY
- WATER FEATURE (2)	MENTIONED 2 TIMES, ASSESS VIABILITY	
- COMMUNITY GARDEN (2)	MENTIONED 2 TIMES, ASSESS VIABILITY	-TOO MUCH SHADE, NOT ENOUGH SPACE, MANAGEMENT CHALLENGES
- MONKEY BARS (2)	MENTIONED 2 TIMES, EASY TO IMPLEMENT	- IMPLEMENT AS PART OF PLAY PROGRAM
- SAND BOX	ASSESS VIABILITY	- IMPLEMENT AS PART OF NATURE PLAY
- BASKETBALL HOOPS	ASSESS VIABILITY	- NOT ENOUGH SPACE, TENDS TO BE UNDER-USED
- DOG AREA & DOG BAG STATION	ASSESS VIABILITY	- WILL PROVIDE DOG BAG STATION
- FENCE	ASSESS OPERATION / IMPLEMENTATION	- STREET SIDE, LOW DECORATIVE FENCE

CONCEPT REFINEMENTS- FLOW



REVISED FINAL CONCEPT - FLOW



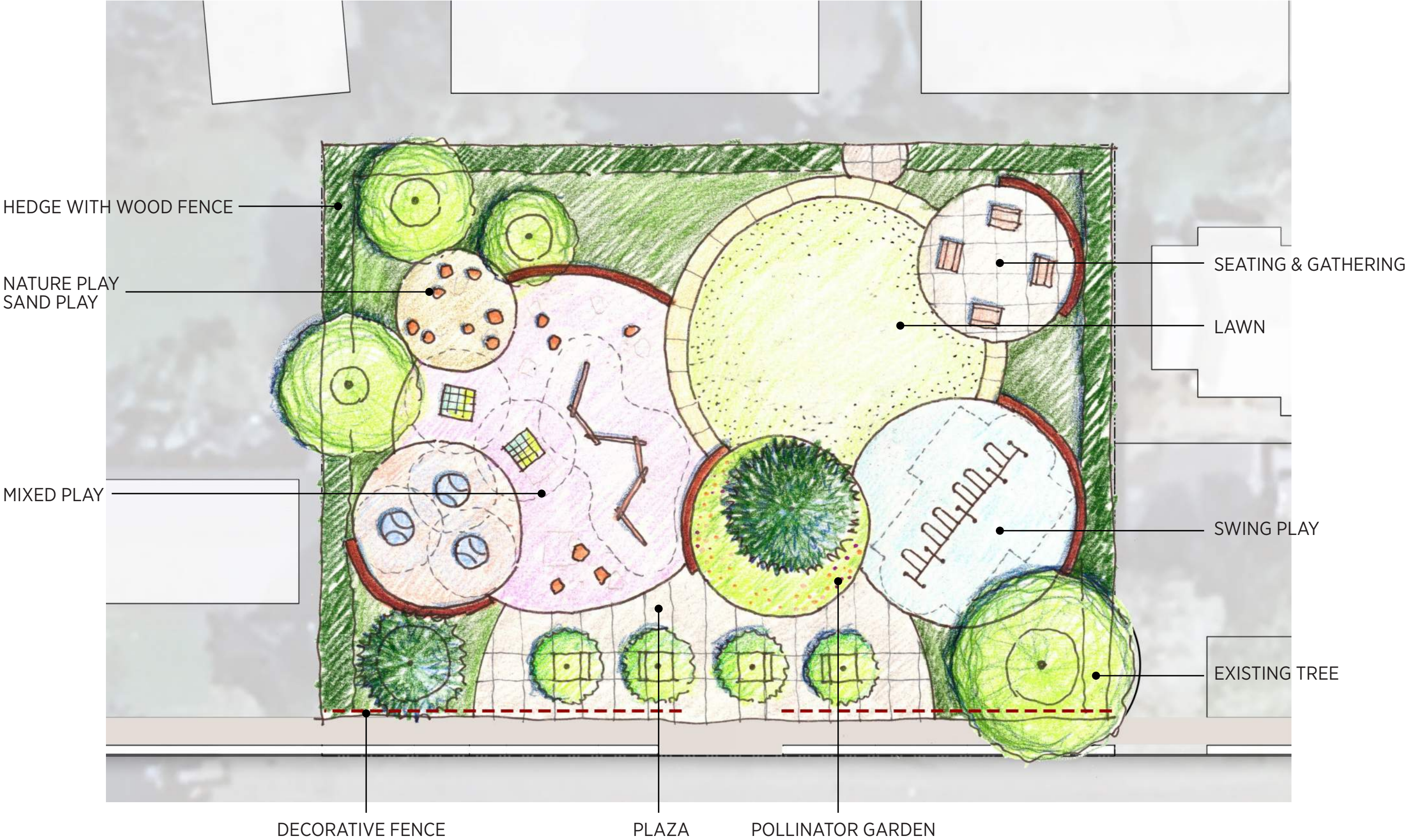
REVISED FINAL CONCEPT - FLOW

SECTION A-A'



INTERPRETIVE ELEMENTS - FLOW



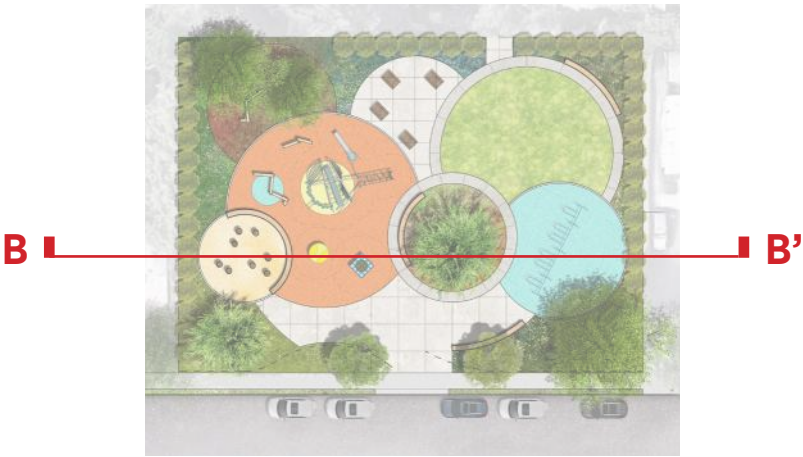


REVISED FINAL CONCEPT - RIPPLES



REVISED FINAL CONCEPT - RIPPLES

SECTION B-B'



INTERPRETIVE ELEMENTS - RIPPLES



PLAY ELEMENTS



DECORATIVE FENCE



PLANTING





NEXT STEPS:

The two refined concepts integrate the elements that respond to the community's feedback, as well as more program and practical aspects suitable for the neighborhood park.

We will welcome the feedback and input from the Recreation Commission and City Council towards selecting a final Schematic Design concept, and go into Design Development and Construction Documentation.

We look forward to continuing our process with the Community of Forest Grove, and collaborate toward building a vibrant, playful and meaningful space for the East Side Neighborhood.

Thank you.

PLACE

August 2024.



PARKS & RECREATION DEPARTMENT REPORT

Parks & Recreation Director – Anne Lane

1. Assessment & Fee Plan – Work sessions with City Council scheduled for August 26 and September 23.
2. Eastside Park - Final schematic designs and presentation scheduled for Parks & Recreation Commission on August 21 and to City Council on September 9.
3. Forest Grove Loop Trail & Kyle Park – Community engagement event held at Farmers Market on July 31 and at Centro Cultural on August 17. Concept drawings for Kyle Park are being finalized. Alternate route concepts are being refined for the Loop Trail.
4. Knox Ridge Park – RFP being reviewed and will post as soon as ok'd.

Parks Supervisor – Tom Martin

1. The Recreation Division coordinated volunteers from the library to weed planter beds at Stites Park, in preparation for the delivery of bark dust.
2. This year, the Parks Team fertilized the 110 hanging baskets with Jobe's Plant Spikes instead of miracle grow.
3. The wooden play structures in Anna & Abby's yard had wood sealant reapplied by the parks team on August 6th.
4. We received a response from Goric about the carousel at and we are continuing to work on the issue.
5. Oregon Land Maintenance and Reclamation will be conducting Fire Fuel mitigation in Forest Glen Park starting on August 14th.
6. Pacific Ace Sports Courts is pressure washing the courts and repairing cracks starting on August 14th. Courts will be closed to use through August 16th.
7. Hazel Sills Park: Trees have been planted, and at the direction of city staff, gator bags have been placed on the new trees to help them survive and become established. The playground structure is being assembled with the footings, scheduled to be poured the week of August 12th.

Aquatics Supervisor – Sherri Mead

1. Registration for Fall Session 1 opens on August 28th. It was postponed a couple of weeks to allow the current Summer Session to wrap up which helps families know better what their next class selection should be. Class schedule should be posted online soon.
2. The new diving board has been installed and is up and bouncing!
3. The annual Aquatics Center maintenance closure is happening Sept. 2 – 8th this year. Back open with normal programming starting Monday, Sept. 9th.

Recreation Coordinator – Cody Jeffers

1. Summer Recreation Wrap-Up (see attached)

Administrative Specialist II – Melissa Williams

1. Next Fun For All Fund application period opened July 1st and we have already received 21 applications. Thus far, 10 were approved, one denied (not an in-city resident) and the remaining ones are pending review while we wait for additional documentation from applicants. Our program continues to grow and this type of response early into the application period, is a great sign of things to come we believe.

Recreation Summer Wrap Up

Summer Camps:

Camp Grove

- Total Attendance: 224 attendees
- Average Attendance per Week: 28 attendees
- Total Percentage Average: 80.8%

Skyhawks Camps

- Total Attendance: 136 attendees
- Average Attendance per Camp: 15.1 attendees
- Total Percentage Average: 83.7%

Coyle Outside Camp

- Total Attendance: 13 attendees
- Capacity Utilized: 13/13 (100.0%)
- Notes: Partnered with Ride Connection to provide transportation from Rogers Park to Hagg Lake and back.

Play-Well LEGO Camps

- Total Attendance: 50
- Average Capacity Utilized: 63.75%

Summer School

Partnership with Forest Grove School District for Summer School Enrichment

- **Program Overview:** Collaborated with the Forest Grove School District to offer enrichment activities and field trips for Summer School Students (PK-8.5) For four weeks from June 24- July 17th.
- **Weekly Activities:** Monday-Wednesday for PK-8.5. Such as tie dye, water balloon fights, slip n slides and more.
- **Field Trips:**
 - PK-8: OMSI, Tree to Tree, and Oaks Amusement Park.
 - Grade 8.5: Career-focused trips to the Washington County Sheriff's Office Public Safety Training Center and Grounded Farms.

- **Incentives:** Students meeting attendance goals received Unlimited Ride Wristbands for themselves and their families to the Washington County Fair, with almost 4,000 wristbands distributed.
- **Participation:** Approximately 600 students weekly, with regular use of the Forest Grove Aquatic Center Splash pad for PK & K

Events

- **Park Flix:** Free movie in the park event. Hosted two, A Bug's Life and The Goonies. Average 75 people. Future plan is to provide weekly movies next summer all through August.
- **Kids Night Out:** Kids Night Out transformed this summer into a Pool Party at the Aquatic Center! Hosted one a month, June-September. Will continue into the school year back at the Auditorium.

Volunteers

- **Introduction of the Junior Camp Counselor Program**
 - **Overview:** Launched this summer to provide opportunities for youth aged 13-18 to volunteer, gain work experience, and have fun.
 - **First Participant:** Gabe, a 13-year-old, participated as our very first Junior Camp Counselor, assisting throughout all 8 weeks of Camp Grove.
 - **Feedback Process:** Exit interview to be conducted the week after camp to gather feedback and provide constructive advice.
 - **Recognition:** Gabe will receive a letter of recommendation for future job or program applications.
- **Stites Park Clean Up**
 - Partnered with the Teen Library Council to gather a group of local teens to help clean up and prepare Stites Park for bark chips.
 - 10 participants showed up and worked hard!
 - Participants received additional raffle points for their summer reading program!

Fall Planning

- Registration opens August 28th along side Fall Swim Lessons Session 1. Activity Guide coming soon.
 - Youth Pickleball. Now with two sessions.
 - Age 8-12 & Age 13-18.
 - No School Days on scheduled FGSD days off.
 - Fall Break and Winter Break Programing.
 - Monthly Kids Night Out
 - Craft and Swim now under Rec.
 - Skyhawks Weekend Programs
 - Session 1. Basketball (5 weeks)
 - Session 2. Soccer. (5 weeks)