



PARKS AND RECREATION COMMISSION MEETING

Wednesday, June 18, 2025

Community Auditorium Conference Room
1915 Main Street (enter from East side of bldg.)
7:00am

Brad Bafaro, Chair
Joe Offer, Vice Chair

Tom Robinson
Aaron Johnson
Mackenzie Johnston Carey
Mallory Hiefield

Glenn VanBlarcom
Julian Garfias, 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

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 May 21, 2025 meeting.

D. Additions/Deletions

E. Discussion/Decision Items

1. Annual commission update to City Council - June 23, 2025
2. Forest Grove Forward 2040 Vision Project - Community Review Period

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

J. Announcement of Next Meeting

1. Wednesday, July 16, 2025, at 7:00am in the Forest Grove 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.



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**Parks & Recreation Commission Meeting
Wednesday, May 21, 2025
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 Brad Bafaro, Chair of the Parks and Recreation Commission.

ROLL CALL: Brad Bafaro, Chair; Joe Offer, Vice Chair; Mackenzie Johnston Carey; Aaron Johnson; Tom Robinson; Mallory Hiefield; Glenn VanBlarcom; Julian Garfias, Student Advisor

ABSENT: Mike Marshall, Council Liaison

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

B. PUBLIC COMMENT: none

C. CONSENT AGENDA:

a. Approve Parks & Recreation Commission meeting minutes of April 16, 2025.

MOTION: Glenn VanBlarcom moved to approve minutes from April 16, 2025, meeting. Joe Offer seconded. MOTION CARRIED unanimously.

D. ADDITIONS/DELETIONS: none

E. DISCUSSION/DECISION ITEMS:

1. Biennial budget – Anne Lane offered a general review of current budget committee progress and budget process specific to Parks & Recreation division.
2. Annual Parks & Recreation Commission update to City Council on June 23, 2025 – Brad Bafaro should be providing the presentation for the meeting. (or another commission member if unavailable) PowerPoint presentation?
3. Forest Grove Forward – 2040 Vision Project – Anne Lane provided a brief review of the process thus far.

F. **COUNCIL LIAISON REPORT:** none

G. **SCHOOL DISTRICT REPRESENTATIVE REPORT:** Cornelius Elementary is being completed, bond interest being used to install lights at Cornelius Elementary field. The district is working on putting up some type of barrier at Neil Armstrong to the new turf field. The summer schedule includes parking lot improvements and all the playgrounds that haven't already been updated, it will be a busy summer. Pickleball court being constructed at Tom McCall. School district has wrapped up their budget process.

H. **COMMISSION COMMUNICATIONS (COMMISSION CHAIR – BRAD BAFARO):**
none

I. **STAFF COMMUNICATIONS:** Staff briefly reviewed some of the items contained in the Department Report.

J. **ANNOUNCEMENT OF NEXT MEETING:**

Wednesday, June 18, 2025, at 7:00am at the City of Forest Grove Community Auditorium, Conference Room, 1915 Main St, Forest Grove.

K. **ADJOURNMENT:** The meeting was adjourned at 7:50am.

Melissa Williams

From: Joyce Phillips
Sent: Thursday, June 12, 2025 10:11 AM
To: bbafaro@fgsd.k12.or.us; brad@awlouddoors.org; mhiefield@gmail.com; asjohnson_3@yahoo.com; mackenziejohnstoncarey@gmail.com; Joe.offer@outlook.com; gfvn@frontier.com; tplrobinson@yahoo.com; juliangames2021@gmail.com
Cc: Anne Lane
Subject: Forest Grove Forward 2040 Vision Community Review

Dear Parks & Recreation Commission Members,

On behalf of the Forest Grove Forward project team, we are pleased to share that we have reached an important milestone in the 2040 Vision Project. After almost a year of community engagement, research, and collaboration, we have compiled the preliminary results that reflect the collective priorities and aspirations of our community for the next 15 years.

These findings will serve as a foundation for shaping future policies, projects, collaborations, and strategic initiatives. We highly value the insight and expertise of our City Boards and Commissions and are [seeking your feedback](#) during the community review period. You may review the full plan [here](#).

Your perspectives play a vital role in shaping the future of our community, and thoughtful input will ensure that the final 2040 Vision accurately reflects the diverse needs and priorities of our city. Please submit your feedback by **June 22**.

Thank you for your continued service and commitment to our community.

Sincerely,

Forest Grove Forward Project Team

[Forest Grove Forward 2040 Vision](#)

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PARKS & RECREATION DEPARTMENT REPORT

Parks & Recreation Director – Anne Lane

1. Knox Ridge Park – Update presentation to Parks & Recreation Commission has been changed to the August meeting. Community vote on the swing feature resulted in the Flexx Swing (hammock style). All play equipment and surfacing has been ordered.
2. Biennial Budget – Adopted at June 9th City Council meeting.
3. Cost Recovery Play – Listening session with representatives from the athletic facility user groups was held June 2nd with Mayor Wenzl, Councilor Marshall, City Manager, and Parks & Recreation Director. A work session on the topic was held June 9th with City Council and resulted in a follow up work session to be scheduled.

Parks Supervisor – Tom Martin

1. The hanging baskets are up and doing well downtown.
2. The Parks Team demo'd a 60" electric zero-turn mower from Stihl. The team was impressed with most aspects of the mower, and we will be testing products from other manufacturers to see if one will fit into our equipment fleet.
3. Removal of the trees on the west side of the Aquatic Center has been completed, and the initial phase of the turf renovation are now complete.
4. We had the jail crew for three days this month and were able to tackle projects at the Aquatic Center, the bowl at Forest Glen lower, brush clearing at the Eastside property, and hedge/bed work at the Lincoln Park flagpole.

Aquatics Supervisor – Sherri Mead

1. The pool has officially reopened! Yay! We're hearing rave reviews about all the refreshed spaces, vending machines being gone, and all the little touches that were put into the overall new interior look of this well-loved building.
2. Summer Session 1 of swimming lessons kicks off on June 16th.
3. Lifeguard Certification Course was moved to July.

4. Friday Night Sensory Swim begins again on Friday June 13th.

Recreation Coordinator – Cody Jeffers

1. Summer is here and so are our programs! We kick off the season on June 16th with the first of ten weeks of Camp Grove, joined by a full lineup of partner camps and activities across Forest Grove.
2. This year's staff is made up entirely of returning team members – many of whom have been with us since year one. Several have stepped into Lead roles, bringing strong experience and energy into the summer.
3. We're also excited to welcome our first ever collaborative intern with the City's Communications Department! A marketing major from Oregon State University, they've worked with us every summer and will now be assisting both Rec and Communications with marketing content, social media, and a special project: producing a series of promotional videos highlighting our programs and community impact.

Administrative Specialist II – Melissa Williams

1. Cashier training day was held on June 7th. It was great to have everyone back together as a group and talk about those things that go well and offer solutions to those things we can always do better mixed in with a little team building, and “breakfast treats” potluck never hurts either. This group is the face for our patrons every time they enter the building. They do a great job and work as a team so effectively. I very much appreciate their willingness to work hard and show the community exactly who Parks & Recreation is.

We lost one of our cashiers so we expect to open a recruitment again, sometime later this summer.

2. With fiscal year end right around the corner, working on wrapping up any billings, balances, etc. to make sure they are all applied in the right year.