



**PARKS AND RECREATION
COMMISSION MEETING**
Wednesday, September 17, 2025
Community Auditorium Conference Room
1915 Main St. (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/85749617669?pwd=sSTmhakluUOoicw0wVljVFvXJQrhmV.1>

Meeting ID: 857 4961 7669

Passcode: 272046

- 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 August 20, 2025.
- D. Additions/Deletions**
- E. Discussion/Decision Items**
 - 1. Eastside Park Update - PLACE
 - 2. Recap September 8 City Council Work Session
 - 3. Community Open House Event - Tuesday, October 28, 5:30pm-8:00pm
- F. Council Liaison Report (Councilor Marshall)**
- G. School District Representative Report (Brad Bafaro)**
- H. Student Advisor Report (Julian Garfias)**

I. Commission Communications (Commission Chair - Brad Bafaro)

J. Staff Communications

1. Parks & Recreation Department Report

K. Announcement of Next Meeting

1. Wednesday, October 15, 2025, at 7:00am in the Forest Grove Community Auditorium Conference Room

L. 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, August 20, 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 7:04 a.m. by Brad Bafaro, Chair of the Parks and Recreation Commission.

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

ABSENT: none

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

ABSENT: Sherri Mead, Aquatics Supervisor

B. PUBLIC COMMENT: none

C. CONSENT AGENDA:

- a. *Approve Parks & Recreation Commission meeting minutes of June 18, 2025.*

MOTION: Glenn VanBlarcom moved to approve minutes from June 18, 2025, meeting. Joe Offer seconded. MOTION CARRIED unanimously.

D. ADDITIONS/DELETIONS: none

E. DISCUSSION/DECISION ITEMS:

1. Community Open House on October 28, 2025, 5:30-8:00pm - copy of invite is included in the August 20, 2025, agenda packet. City Council would like to see participation from all Board & Commissions for this event.
2. Forest Grove Forward – 2040 Vision Project – Anne Lane provided a general overview of the printed plan, pointing out that Parks & Recreation has been a large part of many discussion groups and that shows in the final document. If you have questions, please reach out to Anne.

- F. **COUNCIL LIAISON REPORT:** Councilor Mike Marshall couldn't attend the last City Council meeting so did not have anything to report at this time.
- G. **SCHOOL DISTRICT REPRESENTATIVE REPORT:** School district summer projects are approaching the finish line. Cornelius will be opening for this school year, but the grounds may not be completed. No choice but to be open as there's no other building available for use. The field lights at NAMS are on, Brad pointed out how much technology has changed in lighting over the years. The district's school year starts on various days the week after the Labor Day holiday.
- H. **COMMISSION COMMUNICATIONS (COMMISSION CHAIR – BRAD BAFARO):**
none
- I. **STAFF COMMUNICATIONS:** Staff briefly reviewed some of the items contained in the Department Reports for July & August.
- J. **ANNOUNCEMENT OF NEXT MEETING:**

Wednesday, September 17, 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 7:42am.

Melissa Williams

From: Joyce Phillips
Sent: Monday, August 11, 2025 1:52 PM
Subject: You're invited to join the Boards & Commissions table at our Community Open House, October 28, 2025 at 5:30 PM at the Community Auditorium

We are excited to invite you to participate in our upcoming Community Open House, formerly known as the Annual Town Meeting (ATM), taking place on October 28, 2025, at 5:30 PM at the Community Auditorium.

This event is an opportunity to connect with community members, showcase your board or commission, while engaging in meaningful conversations about the future of Forest Grove. We welcome you to share space at the Boards & Commissions table and provide your resources and updates to the community.

Event Details:

Date: October 28, 2025

Time: 5:30 – 8:00 PM

Location: Community Auditorium, 1915 Main Street, Forest Grove, OR 97116

Audience: Open to all community members

Logistics: A Boards & Commissions table will be provided. We encourage handouts or any other materials you would like to share that tell your story.

Please RSVP to Joyce Phillips, jphillips@forestgrove-or.gov, by September 29, 2025, to confirm your participation.

Thank you for your continued commitment to our community. We look forward to hearing from you soon.

Sincerely,

Stephanie Fleischer (she/her) | Communications and Programs Manager

1924 Council Street | Forest Grove, OR | 97116

503.992.3298 | sfleischer@forestgrove-or.gov

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PARKS & RECREATION DEPARTMENT REPORT

Parks & Recreation Director – Anne Lane

1. Knox Ridge Park – Play structures are being installed. Estimated completion is late September.
2. Cost Recovery Plan – Follow up work session with City Council has been scheduled for September 22nd.
3. Recreation Advisory Committee – Formed with representatives from City of Forest Grove, City of Cornelius, Pacific University, and Forest Grove School District. First meeting was tentatively rescheduled to September 22nd.
4. Hazel Sills Park – Contractor is being brought back to repair the failed areas of the poured in place surfacing. Scheduled for repairs on September 17th.
5. Commission Vacancy Recruitment – Coincide with annual recruitment process in late fall.

Parks Supervisor – Tom Martin

1. We have a volunteer group heading to Thatcher Park on September 27th. The group will be spreading wood chips on the trails. We are working with Advanced Land Management in the hopes of completing the fire fuel mitigation beforehand.
2. The WCSO jail crew will be with us on September 15th, 17th, and 24th. We will be having them add and spread engineered wood fiber to various playgrounds throughout the system starting on the 15th. Other projects, such as ivy removal from the trees in Thatcher Park woods, and hedge and flowerbed clean up in different facilities, will be completed when the fall zone materials are finished.
3. The celebration of the Mural on the Lincoln Park restroom facilities will be held on October 1st from 4:30pm to 6:30pm at the park.
4. The Parks Team will be shutting off the basket irrigation in support of the Sidewalk Chalk Art Festival held by the Valley Art Association.
5. The second 83' section of the B Street Trail has been repaired. We are working on making repairs to smaller sections of all the trails in our system.
6. The Parks Division has purchased a STS60-23BV Turf Storm XL zero turn sprayer for the

application of broadleaf herbicides and fertilizer throughout our park system. The sprayer should arrive in late September or early October.

Aquatics Supervisor – Sherri Mead

1. Fall has arrived! Just a quick reminder that with the turning of the leaves, comes the fever pitch of water sports and the return of swim meets and water polo matches. These activities include participants from Forest Grove High School, Forest Grove Swim Club, and Pacific University. It also means that at times, we will need to alter our Aquatic Center schedule to accommodate these events. We make every effort to get the word out via email, social media, and the city website.
2. Fall Session 1 swimming lessons kick off on Monday, September 15th.
3. Registration is still open for our Lifeguard Certification Course, and three separate Home Alone sessions between now and the end of December.
4. Currently onboarding two new lifeguards and three new instructors.

Recreation Coordinator – Cody Jeffers

1. Stites StoryWalk® Now Open

We officially opened the Stites Park StoryWalk® this month! Families can now enjoy reading *Flight of the Honey Bee* while walking the loop trail. The installation has been well received, and we're excited to continue rotating new stories each season. More info at: forestgrove-or.gov/storywalk

2. Pickleball Continues Strong

Our second season of the *Adult Coed Pickleball League* is underway with great participation once again. Meanwhile, *Youth Pickleball* at the Forest Grove Armory remains a popular program, taught by local instructor Steven Barnard. Due to scheduling conflicts at the Armory, we've shortened the season slightly, but the quality of programming remains high.

3. Summer Intern Wrap-Up

Nasya Rebb, our Summer Marketing Intern, is completing her final project: a promotional video highlighting all aspects of Forest Grove Parks & Recreation—from the pool to parks to programs. We look forward to sharing this video soon across our digital platforms.

Administrative Specialist II – Melissa Williams

1. Still working on interviewing customer service cashier candidates. Total received thus far is close to 70.
2. We have started collecting cans in our facility, mostly in the party room space. They will be sent to the Bottle Drop and those funds will be deposited into our Fun For All Fund periodically. If you have cans and a green Bottle Drop bag, I can set you up with one of our program stickers and when you make your drop, funds will go to the FFAF account.