

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

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

**2) CITIZEN COMMUNICATIONS: None**

**3) APPROVAL OF MINUTES: The minutes of the July 18, 2018 and September 19, 2018 meetings were approved.**

**4) ADDITION/DELETIONS: None**

**5) OLD BUSINESS:**

**a) Rogers Park Restroom**

- i) The drawings are 100% complete.
- ii) Waiting on the drainage permit from Clean Water Services before it can go out to bid.
  - i) Impervious surface drainage and run-off from the roof and ground must be treated before it reaches the catch basin.
  - ii) A bio swale will be built in the parking area.

**b) Park Development Plans R.F.P. Elements.**

- i) Four areas: Schmidtke Property (north Lincoln Park), Stites Park, A.T.Smith House and the Aquatic Center water study.
  - i) Schmidtke Property – Input from Pacific University, Clean Water Services (wet lands), engineering and the Jehovah Witnesses Church.
  - ii) Stites Park – The Master Plan is done. Input from the neighbors, the Community Garden Board and the Police Department on lighting and sight lines.
  - iii) A.T. Smith House – Work with the Friends of Historic Forest Grove (we have a contract with them).
- ii) We will be fine tuning the Master Plan schematic designs to actual site plans so you know what is going to bid. This includes a detailed look at the properties.
- iii) What do we want to do? Open house, neighborhood meetings or both? It could be three separate meetings, possibly bookend them together, or one general meeting.
- iv) Timeline:
  - i) The first Wednesday in November it will go out in the Daily Journal of Commerce.
  - ii) Preproposal meeting that companies must attend in order to submit a bid.
  - iii) Two weeks later companies will submit proposals.
  - iv) The proposals are scored and the top three who meet criteria are interviewed.
  - v) We hope to be rolling with contractors by the first of January.

**c) Anna/Abby's Yard Project**

- i) Harpers Playground, MIG and the City are meeting next week. There are some changes to the plans, placement issues around the wood, due to accessibility.

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- ii) Out to bid in April.
- iii) Carlton Woodworking is a single source company which is hugely cost efficient. They have a portable saw mill and small crane.
  - i) The design drawings will be complete next Wednesday and MIG will supply the rough cut dimensions needed.

**6) NEW BUSINESS:**

**a) Metro Funding Levy 2019**

- i) This levy will be for a Parks and Nature Capitol Bond.
- ii) A stakeholders group decides how projects are selected. Metro has suggested a “racial equality lens” for this bond.
- iii) Past Metro levies have given us the following:
  - i) 1995 – “Local Share” – Thatcher Woods.
  - ii) 2006 – “Local Share” – Stites Property and “Nature in Neighborhoods” – Old Town Loop Trail.

**b) SCORP Study**

- i) Statewide Comprehensive Outdoor Recreation Plan – looks at the economic impacts of various activities and what they bring to the State.
- ii) Oregon Outdoor Recreation Metrics: Health, Physical Activity and Value.
  - i) Part A: Health benefit estimates for Oregonians from their outdoor recreation participation in Oregon.
  - ii) Part B: Total net economic value from residents’ outdoor recreation participation in Oregon.
- iii) Tom will be serving on their board.

**7) COMMISSIONER’S REPORTS: None**

**8) COUNCIL LIAISON REPORT:**

**a) Malynda:**

- i) The ribbon cutting ceremony took place on October 3 at the Jessie Quinn complex.
- ii) Urban Renewal Agency next project could be a downtown park-et, temporary plaza on 21<sup>st</sup> by Maggie’s or “Site B” on 21 and B Street. An advisory committee to the URA would be good to have.
- iii) There was a candidate’s forum in Cornelius last night that was well attended.
- iv) The sub-committee for the Boards and Commissions is continuing to meet with the goal of having everything uniform. This includes membership, years of service, attendance and re-appointment. We will take our recommendations to the Council in the next month. Recruiting is coming up, with a possible mass interview of candidates. Striving for consistency and transparency!

**9) STAFF REPORTS:**

**a) Matt:**

- i) Doing a review of the efficiency of the crew. Four full time employees, some new blood and new skill sets. Figuring out what we can and can’t do.
- ii) The flower baskets will come down on Saturday.

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**b) Tom:**

- i) The North Entrance will be getting a new look. The “lollypop” signs will be coming down. The service groups have been notified and we are re-examining what type of signs will replace them.
- ii) The Library Foundation wants to put a memorial garden by the south side entrance to the library. They are working on design, development and installation.

**10) ANNOUNCEMENT OF NEXT MEETING:** The next meeting will be Wednesday, November 14 at 7:00 a.m.

**11) ADJOURNMENT:** The meeting was adjourned at 8:34 a.m. and the group headed over to the Stites property.