

PARKS & RECREATION ADVISORY BOARD

APPROVED MINUTES

May 18, 2021 Meeting via ZOOM

Chairman Johnson called the meeting to order at 6:30 pm.

1. WELCOME/INTRODUCTIONS:

Member Attendance: Barry Johnson, Lisa Potter, Barbara Karmel, Jim Davis, Terri Jones, Scott Sasse

Absent: David Biskar, Ryan Oliver; Mark Treibwasser

Guests in Attendance: Jerry Nelzen, Jeff Snyder, Andrew Hale, Debbie Pearson

2. APPROVE MINUTES:

Jim Davis moved to approve the April 2021 meeting minutes; Scott Sasse seconded; motion passed, and minutes of the April 20, 2021 meeting were approved.

3. MONTHLY PARKS UPDATE:

Board presented a Parks and Recreation Projects chart; Maple Street projects were discussed; and the Maple Street Park sign was discussed.

- a. April Parks Maintenance Fee Report—Parks Maintenance Fee account report detailing income, money spent and ending balance was not made available by the Finance Department. Barry added that the City Council wants the Board to have responsibility for the Parks activities; however, it becomes difficult if the Board does not have all the financial information available to make decisions.
- b. Review Parks & Recreation projects chart—Jerry reported that the pickle ball court plan is close to completion. Pending budget approval, the project will be put out to bid in June. Barbara inquired about the space between the courts and length of the courts. Jerry said the spacing is more than adequate. In reply to Terri's question, Jeff said the lighting will be on a timer and will automatically turn on at 6 am and off at 10 pm and will have a motion detector. Scott said the residents of the Willow Creek neighborhood sprayed lines and turned their tennis court into a pickle ball court. The high-quality playing surface is planned after the Tualatin Hills specifications. The pickle ball enthusiasts were glad to learn from Jeff that the tree, located at the far end of the court, will not be taken down. Scott said when the cost of the gazebo is known, he would approach the Rotary for a financial donation. SDCs should be available for the courts which should help realize the project to its full potential.
ACTION: Jerry will get the cost of the gazebo to Scott Sasse which will then be presented to Canby Rotary for a financial donation.
- c. Maple Street Park update (netting/pickleball)—Jeff said the netting has been ordered but delays in the supply chain has been very slow. The installers are on standby.
- d. Maple Street Park sign status—Jerry reported that as soon as the seasonal employees are onboard, they can prep the frames so the signs can be completed.
ACTION: Lisa will follow up with Chris Wright. The board agreed a second sign should be placed in the Maple Street Park south lot. The signs need to reflect north lot and south lot wordage.

4. CITY STAFF LIAISON UPDATE:

Ryan Potter was on vacation and no update was available.

5. CAPRD PRESENTATION:

Andrew Hale reported the goal is, with help of the City, to shrink the size of the current district because the size of the current district is always voted down because citizens living outside the city limits generally vote no. A funding source would then become available. Three areas are required:

1. Submit a resolution to Clackamas County Board of County Commissioners to shrink the district. Scott Archer said this approach is reasonable.
2. The County asked for a letter of support from the City of Canby i.e. Scott Archer and the Mayor. Letters from the Chamber, Canby Kids and Parks and Rec Advisory Board would also be helpful.
3. CAPRD will submit a letter to Scott Archer to engage the process. Andrew said he needs a legal description of the urban growth boundary. The Parks Board would also like a copy of the proposed district.

Lisa mentioned the Transit District might be an appropriate area to consider from a voter standpoint. Canby Area District could provide the transit district map. Andrew said he would follow up with Canby Area Transit.

6. OPEN DISCUSSION:

- a. Barbara suggested the Board begin planning discussions about public information upon completion of the Master Plan including information about Canby's park amenities.
- b. Scott Sasse asked if the Wait Park trees affected by the ice storm are coming out now or are we waiting for the Master Plan. Jerry said he was directed to "standby". A couple of trees that have been heavily trimmed seem to be regenerating themselves even though they are sick. The sooner we remove them the better off we area.
ACTION: Jerry will follow up with Scott Archer regarding the status of the damaged Wait Park trees.
- c. Jeff complimented his team for the progress made with mowing, edging, weed spraying, graffiti removal, and well as continuing to deal with the ice storm debris. One seasonal has begun work with two more expected in the next two weeks. He feels good where they are with maintaining the parks.
- d. The Community Park pond is experiencing a slow water flow which has caused the reemergence of the invasive species. The second application is due this week and should hopefully make a difference.
- e. Jim Davis wants to meet Jeff at Community Park to review the life jacket situation. Bilingual signs are needed. A drowning occurred last weekend in a pond that is about a half-mile upriver from the park. The property owner wants to extend the fence to prevent access to the pond via the City property. Jim said the parking lot striping is adequate for emergency access.
ACTION: Jim Davis to meet with Jeff regarding bilingual signage for life jackets at Community Park.
- f. Andrew said the CAPRD long term planning should be reflected in the Master Plan, so all entities are supporting each other.

7. ADJOURNMENT

Jim Davis moved to adjourn, Scott Sasse seconded, motion passed. The meeting adjourned at 7:31 pm.

The next meeting of the Parks & Recreation Advisory Board is scheduled June 15, 2021 at 6:30 pm.

ACTION: Barry will ask if the Board can meet in person at the City offices; if not, Jim Davis offered the Fire District's conference room.

Respectfully submitted,

Lisa Potter, Board Secretary