

PARKS & RECREATION ADVISORY BOARD—PUBLIC WORKS BUILDING

APPROVED MINUTES

FEBRUARY 21, 2023 Meeting

Chairman Johnson called the meeting to order at 6:25 pm.

1. WELCOME/INTRODUCTIONS:

Member Attendance: Barry Johnson, Lisa Potter, Terri Jones, Mark Triebwasser, Ryan Oliver, Cara Hawkins, Barbara Karmel

Absent: David Biskar, Scott Sasse

Guests in Attendance: Jim Davis, Jeff Snyder, Dick Willis, Andrew Hale

2. APPROVE MINUTES:

Mark Triebwasser moved to approve the January meeting minutes; Cara Hawkins seconded; motion passed, and minutes of the January 17, 2023 meeting were approved.

3. OLD BUSINESS—PARKS UPDATE:

Jeff presented a Parks and Recreation Projects update.

- a. Locust Street Park update—The new picnic shelter is awaiting final inspection from County. A light will be installed in the center of the shelter and power will be available. Six new picnic tables have been purchased for installation as we near completion. **ACTION:** Install light, power and tables.
- b. Community Park—Curran-McLeod is preparing to put the Community Park project out to bid within a week. Work includes demolishing the current restroom, installing two Denali restroom buildings, additional diagonal parking, new water service, and new sewer line which will also service the Boy Scouts facility.
- c. Swim Center Update—Jim Davis reported the long-term lease with the Canby School District has been completed. Both the Swim Center and Adult Center will now move forward with their remodel plans. Jim will request the Swim Center present their plans to the Parks Board.
- d. Parks Recreation Website—Lisa and Barry are meeting with Scott Archer on February 22 where the Parks Recreation website will be discussed. Ryan Oliver, Barbara Karmel and Terry Jones would like to be part of a subcommittee to help create the website. Mark suggested a full-time Recreation Coordinator be hired to be responsible for this. He presented a proposed position description with timelines. Jim Davis recommended Jerry and Jeff include this request in the 23-24 budget. Jeff said his budget proposal is due mid-March. Jeff said more decisions will need to be made regarding personnel. **ACTION:** Consider recommending a full or part time recreation coordinator be included in the 23-24 budget proposal.
- e. Arneson Gardens—Scott Sasse is donating Arneson azaleas to replace some of those lost during the 2021 ice storm. The azaleas are slated to be planted on Saturday, April 22 in conjunction with Earth Day. **ACTION:** Azaleas to be planted on April 22.
- f. Process to name/rename City Parks—Terry included the suggested additions recommended by the Landmark Commission to the final version of the Process to Name/Rename City Parks policy and application. According to Jim, this will be on the March 15 Council agenda for Council approval.
- g. Outdoor Exercise Court—Jeff reported Ryan Potter completed the ordinance and staff report as requested by the National Fitness Campaign. The staff report and ordinance are scheduled for Council consideration at their March

15 meeting. Jeff said the estimate for the concrete pad is \$25K. He added that irrigation will need to be moved to accommodate the pad. Jeff said he felt the concrete work can be accomplished prior to July 1.

- h. Maple Street Park—The City hired a company to do an existing condition survey in preparation of the turf and lighting project. We have indicated to the turf contractor that we are serious about moving forward. The community engagement meeting(s) is slated for April where neighboring residents will be invited to provide feedback about the project including turf and lights and possibly new basketball courts and playground equipment. Scott Archer is planning to engage a facilitator to conduct the meetings and gather the feedback. Discussion ensued and it was suggested that the community engagement meeting(s) occur before Spring break. Jim said he recommended leaving this to Scott Archer and his staff for work scheduling.
- i. Auburn Farms—Jeff and Jerry met with Harper Houf Peterson Righellis Inc (HHPR) to walk the Auburn Farms property and discuss possible options. HHPR will handle the community engagement meetings. Renderings may be available at our March meeting.

4. NEW BUSINESS—DISCUSSION:

- a. Arts in the Parks—The Arts in the Parks idea was generated by Cara. Barry, Lisa, Jamie Stickel, and Cara met with Shelly Arndt, owner of Art O-Maddic to discuss the possibility of an artist(s) donating art pieces which could be hidden in the parks. Jamie will do the social media and press release communications. Each art piece will be hidden in a different park at the end of each month. A picture of the art piece, artist biography and a clue will be given weekly until the art piece is found. The program is three-fold: gives credit to Art O-Maddic, recognition to the donating artist, and encourages citizens to get out and enjoy our parks. The first hidden art piece is scheduled to launch March 1.
- b. Dog Park—According to Jim, the present location is no longer being considered. The Council instructed staff to recommend a couple of potential locations. No time frame has been established. Jerry and Jeff have been in discussion. The members discussed possible locations including Molalla River State Park, three acres within the industrial park's Walnut Street extension, Community Park, and Honda Pits. Jeff said it is becoming popular to site dog parks within industrial parks.
- c. Discuss 5-year CIP allocation of funds—Jeff said that the proposed CIP will be included in the proposed 2023-24 Parks budget.
- d. Canby Kids—Ryan Oliver said the City used to provide annual funding to Canby Kids. The organization incurs about \$12K in annual operational costs. Canby Kids has submitted a letter to the Board requesting \$15K per year to fund the administration costs. Jim suggested Shantel of Canby Kids appear before Council and formally request the funding.

5. CITY STAFF UPDATE—JIM DAVIS:

Jim Davis thanked the Parks & Rec Advisory Board Arts in the Parks program. The school district long-term lease agreement allows for continued improvements. Jim said he requested Scott consider moving the Maple Street Park date before the last week of March, possibly March 23. There is no further word regarding the athletic fields and Cogeo. The Mayor and Scott Archer are working on communications with Oregon State Parks.

6. CITIZEN INPUT

Citizen Dick Willis joined the meeting via Zoom. He is new to Canby and loves our town and parks. He said as a new citizen, it is obvious that we value our parks.

7. ADJOURNMENT

Cara Hawkins moved to adjourn; Barbara Karmel seconded; the motion passed. The meeting adjourned at 7:57 pm.

The next regular meeting of the Parks & Recreation Advisory Board is scheduled for 6:30 pm March 21, 2023.

Respectfully submitted,

Lisa Potter, Board Secretary