PARKS COMMISSION
Thursday, April 7, 2016
City Hall ~ Room 24
5:00 p.m.

Attendees: Diane Davison, Sally DeLuca, Carol Hutchins, Steve Morgenstein, Travis Wagner, Rick Knowland, Michael Mertaugh, Nathan Robbins, Jaime Parker, Meri Lowry, Ethan Hipple, Laurie Mondor.

Citizen Comment Period – Anne Pringle stated that the Castle lease negotiations took longer than they had hoped and they should have by the end of May and have it go before City Council on April 25, 2016.

Acceptance of Meeting Minutes – March 2016
A motion was made by Diane Davison to accept the meeting minutes. Meri then brought up that it should be stated on the minutes which organization each person was representing and it was agreed the minutes would reflect: Carol Schiller, representing UNO and Laurie Davis, representing, WONA. The motion was seconded by Nathan Robbins. Motion was passed; all in favor.

Communications - Sally Deluca handed out an organizational chart of Parks, Recreation and Facilities Management staff and the official name change was effective April 1st. She discussed the budget, revenues and expenditures for the department. The department will be starting to hire Park Rangers next week. Paige Button is our year round Park Ranger and she will be reporting to the Park Manager. Regarding the Park Manager position, they have interviewed some candidates and hope to have a decision soon. Joe will help in the transition. Michael Mertaugh requested a copy of the budge and Sally informed him once it is adopted by the City Council she would let him know.

Amethyst Lot – Sally has no update at this time. $80,000 to help design on open space. Michael questioned how the open space would be utilized and are we working together with Portland Company. CIP had 1st reading on Monday and final reading will be on 4/25/16.

Unfinished Business FoLP – Lincoln Park walkways and fountain are planned for this fall. Nathan raised the question about in the past was this planned to just be pieced together. Sally asked for Ethan Owens input on this and he said overall this does not work, as you would want the same products and then concern of money issued for this year to year. Nathan then asked if we could stabilize things until we get enough CIP money to whole project, which Michael responded that he felt it would be a multiyear budget.

CSP – Nathan mentioned they were having Sunday night movies and wondered if we could do the same in other parks to make cost effective since he believed that we had the rental of the movie for a week. Pat O'Donnell, representing FoCSP, said that there is a licensing fee that was paid and allows for showing in one park only. Sally then mentioned to Pat that she might want to check if there was a motion picture fee that would need to be paid for the right to show movies as that is something that Sally has run into in the past.

Sub Committee Reports – 7th Annual Green Space Gathering - Dory was unable to attend meeting as away on vacation. Carol let us know that the committee would like to hold this on October 6, 2015 at 5pm at East End School. The committee was hoping to find/get a large park map and maybe using this somehow for demonstrate/game. Nathan mentioned that Portland Trails has a nice map. The 5pm start was then questioned as may be too early and 6pm may be a better start time to allow families to attend. Michael asked if we had learned any lessons in the past that could be helpful to get more of the public to attend the event. It was suggested that possibly having the top three parks that have something going on and doing a presentation regarding this. Meri suggested welcoming the Land Bank into this event as well and said she would email. Sally then mentioned that the Expo or possibly Ocean Gateway might be a nice space to use so that demonstrations and activities for the kids which could draw in more people. Both of these sites also have beer/wine license, which also may help the turnout. Diane then said we should probably have some criteria for submissions to the event. Ethan Hipple then mentioned having a keynote speaker, which might also help draw in people.

Finance/Fundraising – Michael said they have not had a meeting. He requested operation budge from Sally to help this.

Park Initiatives – Steve said we have done steps already; ballpark is $18,000 to $25,000 to get us started and would allow us to get a template. Sally said there is no money. Grants were brought up as a possibility but it was agreed that if we applied for any this would have to be for next year. Sally said she would let them know of any grants. Fort Sumner and Payson Park were then mentioned as they are parks with a trust fund/endowments. Sally suggested that Jeff Tarling might like to join the next sub-committee meeting and the committee agreed they would like any kind of help with this. They would like something that will last, equip all parks. The possibility of partnering with a friends group to help with the cost was also discussed and also putting this into a cycle if money from the City is needed. Nathan then questioned if these signs could be made in-house and if we had the ability and Michael mentioned the possibility of maybe holding a design competition with local art schools.

Annual Report/Inventory – Travis said they had met last Monday. He said that there were 20 parks not listed anywhere and this would be a multiyear project. Then there is the question of what is the criteria for a park. He stated more to follow. Sally requested that volunteer hours be recorded, as she does need this information for reporting.

Requests for Agenda Items – Michael stated that he would get the Trust for Public Land report and make sure everyone has. Sally then brought up if there might be a conflict of interest with members being on various committees such as Green Space Coalition and Friends Group. Michael felt that members would recognize and use judgement. Meri felt person should recuse himself or herself from voting. It was felt a discussion on ethics should be considered.