PARKS COMMISSION
Thursday February 4, 2016
City Hall ~ Room 24
5:00 p.m.

Attendees: Carol Hutchins, Sally DeLuca, Meri Lowry, Troy Moon, Diane Davison, Michael Mertaugh, Ethan Hipple, Nathan Robbins, Steve Morgenstein, Cynthia Loebenstein, Jaime Parker, Travis Wagner, Melissa Graffam, Laurie Mondor

Welcomes: Belinda Ray, who was not present due to a previous meeting commitment, was announced as our new Council Representative. Ethan Hipple, the new Recreation Direction was introduced and welcomed.

Citizen Comment Period –
Ann Pringle with Friends of Deering Oaks gave update on the castle project stating that bids are due back on 2/16. She stated she is very excited and it seems like everything was on track. She also thanked the council and Sally for their help. Nathan Robbins asked if the information center was part of the criteria in which it was discussed that anything was possible for the space and we will have to see what the proposals are.

Laurie Davis from Woodfords-Oakdale expressed that she is glad to see that the committee was discussing criteria for friends groups. She also gave suggestions such as written by-laws, regular elections, periodic renewing of membership and being open and inclusive. She also stated that she is not associated part of the Friends of Longfellow Park while she does live around the area.

Mark LaPointe who lives in the Longfellow Park area stated that he would like to second what Lori had said. He says that it does not make sense how organizations can just come about and that any one person can just say they are a friends group. He also stated that he would like to see the park improved and that it has not received the attention it deserves.

Acceptance of Meeting Minutes – January 2016
A motion was made by Diane Davison to accept the meeting minutes. Melissa Graffam noted that Ann Shea's name was spelled incorrectly and it was agreed to correct this. Motion seconded by Cynthia Loebenstein. Motion passed 9-0.

New Business
Criteria for Friends Groups – Meri Lowry suggested that it was not for the Parks Commission to determine. Sally DeLuca stated that the City Manager asked staff to look into this. He feels that the City needs to have criteria and draft for neighborhood groups. Sally also stated she has been looking into this and stated that Portland, Oregon's award winning website has been very helpful with some excellent ideas. Michael Mertaugh brought up the point that it is not our place to distinguish types but it is important to know authenticity as groups are doing fundraisers and grants on behalf of the City. Jaime Parker said we should know the validity since these groups are listed on the City website but also everyone should have a voice. Cynthia Loebenstein stated that friends groups should have a minimum number of members. Diane Davison said that this could be something we do at the Green Space Gathering where we invite friends group and recognize them. Steve and Diane both offered Sally their help with this.

Communications/Updates

DPW & Rec: Michael Mertaugh asked Sally if the Commission could see the proposal and wanted to know how the list of priorities came about. Jaime Parker said he missed the update on the projects and asked if there would be a follow up opportunity for the Commission and the City to have the plans for questions. Sally mentioned that the Riverton School Playground, Riverton Softball field and Reiche School Playground have been on the list for years and have been just rolling. Riverton School Playground is 30 years old and is in need of repair. The softball field is constantly under water and needs to be raised. Reiche playground does have some newer pieces but still needs to be replaced. Meri then asked how far down this list was actually reasonable to get approved and Sally said she would know at the next meeting. Cynthia questioned the softball field and Sally said that was actually listed on the first 10 year plan and then was also top on the second plan and is currently still waiting to be done. The school department is also looking at redoing the parking and so we are looking at the whole project along with the school department.

The golf course was also on the 10 year plan and is in need of rehab of the greens and tee boxes. The course still has original greens and the plan is to piecemeal doing a few each year.

Jaime Parker asked about the Lyman Moore project and if there was a possibility to see the plans right now. He saw the plans they had five years ago and would like to see the difference. Sally notified us that the architect is not done with the plans. Jaime questioned if there was going to be a perimeter trail and parking lot. Diane then asked when the plans would be available and Sally at next meeting she should have.

Nathan Robbins then asked about the Forest Management Project and if the timber was going to be sold. Sally said yes that the timber would be sold and there was no City budget for this. The revenue from the timber sale will produce the revenue for cleanup.

Unfinished Business

Sub Committees: Park Initiatives (signage report). We are ready to move forward and find a consultant. They have looked at what the existing parks have for signage and have found that there is no real identification right now. They have decided that Payson Park and Fort Sumner Park are the two parks that they will start with. Payson Park was chosen because is a larger park with traffic through it and Fort Sumner because it is small so that they can get an idea of what each size park will need. Rick Knowland is looking into a firm for this and has no idea what the cost will be. He says he is open to thoughts and would like direction. Carol mentioned the group consider with a pilot program or RFP model for the larger parks. Jaime asked if it was realistic that the City's signage shop creates these as the goal is to get signs up. Cynthia mentioned that this should become a line item every year. Steve suggested that we also should get the friends groups involved as well. Ethan Hipple then mentioned that in his previous job they had done a sign project but it was right before he started in his previous position but he did have a template and his previous city did you uniformed signs. The committee mentioned that they would definitely like to see this information. Diane then questioned the historical component as well. Carol mentioned that the signs should not be overdone and the goal is not to over sign. Nathan then questions if trail signs were a part of this project. Jaime agreed that we would want to provide good information about the trails but minimal regulatory signs would be a good start.

Green Space Gathering – Dory is not here and Diane will follow up with her.

Annual Report: Travis reported that there has been no meeting yet although he has talked with Troy to see what has and has not worked in the past.

Financing/Fundraising – Will keep the numbers going.

2016 CIP Discussion – Michael wanted to know if there will be another workshop regarding the open space report. Sally reports that this will be going before City Council as a communication in March per Jon Jennings request. The commission would like to see the final draft and Sally will check to see if this will be okay. Jaime felt that it should come to the Park Commission but, again, Sally will check to see on this. Michael mentioned that he would like to earmark the budget but had concerned that the City Manager would not like to do this. The commission would like to look at cost recovery and fees and the scope of improving revenues. Michael feels the TPL report has too much criteria and suggested smaller budget criteria. He would also like maintenance standards for different parks. He also feels that we do not have proper advocates for parks and would like to see effective advocacy for parks. He asked if we could meet with Jeff Tarling to develop standards.

Requests – Diane asked if there were any requests for Agenda Items and none were given.