

# **PARKS & RECREATION ADVISORY BOARD—PUBLIC WORKS BUILDING**

## **APPROVED MINUTES**

### **March 19, 2024 Meeting**

Chairman Johnson called the meeting to order at 6:29 pm

#### **WELCOME/INTRODUCTIONS:**

**Member Attendance:** Barry Johnson, Lisa Rawls, Cara Hawkins, David Biskar, Ryan Oliver, Terri Jones, Jim Simnitt, Andrew Hale

**Absent:** Barbara Karmel

**Guests in Attendance:** Jerry Nelzen, Jim Davis, Ryan Potter, Terri Schneider

#### **1. APPROVE MINUTES:**

Cara Hawkins moved to approve the February meeting minutes, Ryan Oliver seconded; motion passed, and minutes of the February 20, 2024 regular Board meeting were approved.

#### **2. CITIZEN INPUT:**

Terri Schneider, representing Canby Rotary, attended the meeting. She will be president of the Rotary effective July 1, 2024 and expressed interest in supporting the new park featuring ADA compliant playground equipment. She is interested in how the Rotary can financially assist.

#### **3. OLD BUSINESS—PARKS UPDATE:**

**Jerry Nelzen presented a Parks and Recreation Projects update.**

- a. Auburn Farms— The contract with HHPR has been through two readings with the City Council and the mandatory 30-day waiting period ended March 22. Jerry will provide HHPR with the list of items the community expressed interest in at the public engagement meeting held November 9, 2023.
- b. Legacy Park Outdoor Exercise Court—Jerry is working with Finance to get the contract completed for the concrete base; Finance is waiting for insurance requirements from the contractor. Jerry believes the project will be completed in June. Barry presented four renderings for the Board’s consideration including the Canby Ferry, a close up of the Canby Ferry, another view of the Canby Ferry and a collage of dahlias. After discussion, the group chose the first photo of the Canby Ferry. Barry will provide the rendering decision to the contractor.
- c. Maple Street Park—The second reading of the contract for turf and lighting is on the March 20 Council meeting agenda. Jerry said the Council voted 6-0 in favor of the contract at the March 6 meeting. Construction will begin July 1. Barry and Ryan Oliver attended the Council March 6 meeting and answered questions. Project completion is estimated to take 6-8 weeks from inception.
- d. Parks Tree/Bench Program—Cara spoke with GK Machinery who will provide a price list for picnic tables and benches. Natural Structures in Baker City ships nationwide but charges \$1850 per truckload; however, we could share with other companies and only pay for our portion of the truckload. Both will provide price lists. Both companies can provide ADA accessible tables. David Kleineke, Canby Garden Club, expressed a desire to plant a tree for a park. Cara will bring pricing information back to the Board when it becomes available to her.

#### **4. NEW BUSINESS—DISCUSSION:**

Jerry is meeting with Finance Thursday to discuss the FY 24-25 CIP. He has submitted requests to Finance that include:

1. Continued support of the Athletic Fields—Cogeo proposal.
2. Initiate a Wait Park master plan.
3. Complete Maple Street Park including new playground equipment, basketball court and possible expanded parking.
4. ADA accessible walkway for Community Park.

The dog park will be included in the FY25-26 CIP in conjunction with the Walnut Street Bypass and new dump station.

#### **5. CITY STAFF UPDATE—RYAN POTTER**

Ryan Potter shared an update on the Emerald Necklace trail system on the southeast side of Canby including Beck Pond, Ivy Ridge, and Mark's Place developments.

#### **6. CAPRD UPDATE—ANDREW HALE**

Andrew Hale, the newest member of the Board, provided a diagram of the proposed CAPRD boundary which met the State's and County's requirements. It is possible to grow the district as the UGB increases. Next steps include a presentation to stakeholders i.e. Canby Kids, Bike and Ped and other recreation-related groups. Jim said the Council needs to understand the cost of managing and maintaining a large project like the athletic field project i.e. a parks district or a parks department.

#### **7. CITY COUNCIL/PARKS LIAISON REPORT—JIM DAVIS**

Jim reported the Council held a goal setting session which included projects in priority order with dates. The City Administrator will present the goals to the Council. The athletic field and motel initiatives were on the priority list. Cogeno will present the athletic field layout in a work session at the March 20 Council meeting. The Council asked about the dog park and Jim shared that the dog park will be built in conjunction with the Walnut Street Bypass and dump station.

#### **8. ADJOURNMENT**

Cara Hawkins moved to adjourn the meeting; Jim Simnitt seconded; motion passed unanimously. The meeting adjourned at 7:39 pm. The next regular meeting of the Parks & Rec Advisory Board is scheduled for 6:30 pm April 16, 2024.

Respectfully submitted,

Lisa Rawls, Board Secretary