

CITY OF CENTRAL POINT
Parks Commission Minutes
June 15, 2017

- I. MEETING CALLED TO ORDER: 6:30 pm
- II. ROLL CALL: Patricia Alvarez, Dennis Browning, Neil Olsen, Mark Ludwiczack, Lee Orr, Allen Broderick, Carl Orndoff
Staff: Matt Samitore, Dave Jacob, Cory Long, Matt Yeazel
- III. REVIEW MINUTES: Patricia Alvarez made a motion and Carl Orndoff seconded that the minutes be approved as presented.
- IV. CHANGES TO AGENDA: Add Parks and Recreation Staffing Update
- V. PUBLIC APPEARANCES: No public appearances
- VI. BUSINESS
 - A. **Parks and Recreation Staffing Update:** Matt Samitore, Parks and Public Works Director, reported that Jennifer Boardman has moved on from the city. Her position will not be filled. Matt will take over day to day management of the Parks and Recreation Department and Cory Long and Dave Jacob will be promoted. Cory will be taking over the recreation and special event side of the program and will do public relations/information for the city and Dave will be the Parks planner/project manager working on a variety of park projects.
 - B. **Don Jones Memorial Park – Basketball Court Noise Barrier Discussion:** Matt reported that the city has received noise complaints from residents located near the Don Jones Memorial Park basketball courts. Complaints focused on court noises such as the basketball bouncing off the backboard/rim and language used by the players after park closing hours. Police presence has been increased and has improved the situation to a degree. Options for the basketball courts include backboard upgrades, installation of a sound barrier/wall, moving the courts, or no action. Matt said that there was also the potential of a trade of city owned property to the developer who would then be asked to build the wall. Matt asked for suggestions from the commission in resolving the issue. Commission members didn't think it would be appropriate for the city to pay for and build a wall due to cost and potential noise impacts on other parts of the development but felt that plantings and resurfacing of the court might be an appropriate means of minimizing noise issues.
 - C. **Community Center Conceptual Drawings Review:** Matt reported that an update of the Community Center Plan has been initiated. There are two possibilities: Dennis Richardson is working at the state level seeking funds from the legislature for the project. If funds were award they would fully

fund construction of the original design developed in 2011. The second option would be a smaller community center funded by a bond which would need to be approved by the voters. This would be an updated plan reflecting the changes based on 2016 Parks Master Plan and the 2015 Community Survey and would provide for a smaller community center footprint and cost. Matt provided an overview of the updated plans and requested feedback from the commission. Commission members felt that the locker rooms would not be necessary for the facility and could potentially cause problems related to sexual assault, etc. Changing rooms would make more sense. It was also suggested that there should be at least six lanes for the pool if we wanted the high school to use the site for swim practice and meets. Concerning design features, the commission liked the idea of using natural light when possible and providing the opportunity for using solar panels. Members asked that the presentation be sent to them so that they could review and provide additional feedback.

D. Facility Rental Policies and Deposits:

Bounce House Policy: Cory Long reported that the city had decided to temporarily ban bounce houses due to more reported problems with their use nationwide and concerns expressed by the city's insurance company. The ban would include all city events as well. Matt said that this was a monetary issue for the city. If the commission wanted to keep them then increased fees would be required. Cory said that bounce houses would still be allowed on private property. There was a consensus among the Commission that bounce houses should be permanently banned. Cory will draft an ordinance for review at a future commission meeting.

Damage Deposits: Cory reported that currently we have no damage deposits for gazebo reservations. There are constant problems with damage to gazebos, excessive amounts of trash, and customers who leave the gazebos a mess. Currently fees for gazebo rentals are \$50 for the first 2 hours and \$25 for each additional two hour blocks (For nonresidents its \$60 for the first two hours and \$35 for each additional 2 hour block) which is not enough to cover cost related to damage and excessive trash. We have added weekend staff to check the garbage and condition of the gazebos which should help with these issues. Staff and the Commission discussed various options. The Commission suggested \$200 deposit for all special events no matter the size. For regular gazebo reservations a warning would be added to the application. Cory will draft the language and develop new policies related to damage deposits for special events for review with the goal of having them in place January 1, 2018.

Fee Schedule: Cory reported that currently special event permit costs vary: an amplified sound permit is \$20; Alcohol permits are \$15 for example. Cory would like update the fees so that they are consistent as well as providing additional funds to cover staffing expenses. Adjusting the fees will also limit confusion. Commission agreed that the fees should be changed to \$20 for all elements of the special event application.

Vendor Application: Cory reported that in conjunction with the construction of a concession area at Don Jones, it would a good time to implement a seasonal vendor application with an appropriate user fee for those who want to sell items such as ice cream, snow cones, etc. in the park. This would also provide for vendor background checks. Matt reported he had been in contact with several park departments and districts and they had all recommended against putting in a concession stand because of problems with vandalism and because financially they rarely make money. Instead of concession stand, the design will have a police substation along with a large covered area where carts and food trucks can park. Design will be available for review at the September meeting. The commission was supportive of moving forward with a vendor application.

- E. **KidVenture Program Update:** Dave Jacob reported that the KidVenture program has been closed as of June 9. The reasons for ending the program are that two long-term instructors have retired; financially, the program was break even at best; mandatory reporting requirements required more and more staff time each year; and finally, the program served a relatively small number of children. The recreation program will look to develop activities for preschool kids to fill the void.

VII. OTHER BUSINESS –

- A. **Capital Projects – 2017-19 Budget:** Matt reported that the 2017-19 FY Budget was approved by the Budget Committee in April. The following capital projects had been funded in the two-year budget: S kyrman Planting Phase 2 and building upgrades - \$120,000; Don Jones Concession Stand/Police Substation - \$95,000; Bohnert Park Phase 2 - \$168,000 (grant project); Pfaff Park Playground Renovation - \$150,000; White Hawk Park - \$450,000. Matt also brought up the issue of safety on the Bear Creek Greenway and the potential of adding lighting and removing blackberries to improve visibility. The Commission agreed that this was an issue that needed attention.

B. Parks Project Updates - Bohnert Farm Park & Robert Pfaff Park Playground:

Bohnert Farm Park: Landscaping, irrigation installation, and construction of pathways will begin this summer. Age Friendly Innovators received a \$50,000 grant from an Oregon Community Foundation in early May to install seven LifeTrail exercise stations. Installation will take place after July 1. The city has submitted a \$168,000 grant to the Oregon State Parks Local Government Grant Program. If awarded grant funds would be used for installation of a restroom, a playground, and other park amenities. Awards will be announced in September. Tennis courts and a gazebo will be installed summer 2018.

Robert Pfaff Park Playground Replacement: This project will replace the existing playground at Pfaff Park with an inclusive playground. Basic concept drawings for the replacement project have been developed but we would like to provide an opportunity for public input into the design. Public meeting will be held at a future Park Commission meeting with plans being approved by the Commission and forwarded to the City Council for final review and approval.

- C. Special Event Update:** Cory reported that the Eggstravaganza had been the highest attended ever. A new event, the Grow-A-Pear 5k Run, had been held on May 20. The race was well attended but the festival had been a limited success. The city partnered with the Crater Cross Country Team on the event which was a fundraiser for them. The first Art in the Park event will be held on July 11 at Twin Creeks Park. There will be music and art displayed. Munch-N-Movies will begin at Twin Creeks on July 14. The City was awarded the Playful City Designation – one of two cities receiving this award in Oregon. The designation will provide for potential funding for park projects – First grant proposal submitted will be the small children’s playground at Pfaff Park.

VIII. ADJOURNMENT- 8:20 pm

IX. Next Meeting will be on September 21 at 6:30 pm

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 72 hours prior to the Parks Commission meeting. To make your request, please contact the City Recorder at 541-423-1026 (voice), or by e-mail at: deanna.casey@centralpointoregon.gov.

Si necesita traductor en español o servicios de discapacidades (ADA) para asistir a una junta publica de la ciudad por favor llame con 72 horas de anticipación al 541-664-3321 ext. 201.