



**City of Fairview Parks and Recreation Advisory
Committee
June 26, 2014, Meeting Minutes**

**Council Chambers, Fairview City Hall
5:30 PM – 7:00 PM**

PRESENT:

Jeffrey Arnold
Steven Marker, Chair
Garth Everhart
Steve Kaufman
Councilor Lisa Barton Mullins

ABSENT:

Brian Grattan

STAFF:

Sarale Hickson, Development Analyst

1. CALL TO ORDER:

Chair Marker called the meeting to order at 5:36p.m.

2. Roll Call

Messrs Arnold, Marker, Everhart, and Kaufman and Councilor Barton Mullins were present and Mr. Marker stated that Mr. Grattan would not be able to make the meeting but had provided written comments (Exhibit A).

4. Discussion Items not on the Agenda (Public to be heard)

The Chair apologized for having to cancel the first part of the meeting in Fairview Woods Park due to inclement weather. He stated that since there were a number of members of the public present who wanted to talk about Fairview Woods he would be changing the order of the meeting and that would be the first item discussed.

5. Fairview Woods

The Chair asked that each member of the committee give their opinion on the suggestions Mr. Grattan had made and any suggestions of their own. There was general consensus that the underbrush be cleared, the impromptu trails closed and maps be placed at the entrance to the

park and the trail markers replaced. There was a lot of discussion of the rock pile and using the rocks to close off the impromptu trails and possible even some of the trail spurs.

Other options were discussed, to do nothing, to close the park, to improve the signage and add gates, to improve the current condition of the park and add some fencing along the southern boundary, to close the western trail loop and to bifurcate the park. It was indicated that splitting the park to give Fairview Oaks and Woods access to a park and the Bridge Street residents access to a different one would mean there was no direct connectivity between Halsey and Bridge Street (and by extension Old Town) but that it may be necessary if other options do not solve perceived problems.

There were questions regarding if the City currently has more parks than it can afford to maintain and if this park and land should ever have been taken on by the City.

Theresa Davis, 2088 NE 229th Ct, Fairview gave the history of Fairview Woods and the land it sits upon. Joel Gooing, 2162 NE 229th Ct, Don Taylor, 2118 NE 229th Ct, Fairview, and Sheila Taylor, 2118 NE 229th Ct, Fairview all gave testimony regarding the history and issues they have had. Their consensus was that they want something to happen immediately not after more study. They liked the idea of signs, trail markers, goats clearing the understory, the rock pile, planting mature thorny plants along the western loop, and were OK with closing some trails. They do not want to fence at their property line but have no problems with other tall fences being put up elsewhere in the park or along the other property lines. Ms. Taylor stated she feels that closing off the park increase crime as there would not be any eyes on it. Ms. Davis stated that there was a loose association of over 100 homes in the Bridge Street area and a social network "Nextdoor: Fairview" listed the day and night telephone numbers for people to call if they witness anything related to the Fairview Oaks and Woods Apartment complex. Ms. Davis said that Home Forward and Quantum who currently run Fairview Oaks and Woods are really interested in doing something to help and want to work with the City.

PRAC agreed there were short, medium and long term things which could be done. Short term options included encouraging Home Forward/Quantum to put up a large fence along the southern boundary of the park to create a defined entrance, moving the rocks to put 2-3 at each impromptu trail, signage. Bringing goats in to clear the understory was declared a short to medium term solution. Working with environmental groups and doing further plantings as well as working with neighbors to flag possible problem trees to be cut down or topped were identified as medium term actions. Closing the western trail was a long term action if the short and medium term actions did not eliminate the perceived problems.

It was agreed that a letter would be drafted and given to Councilor Barton Mullins to present to Council on July 2, 2014.

Mr. Kaufman made a motion to extend the meeting time to allow for discussion of the minutes. Mr. Everhart seconded the motion and it passed unanimously.

3. Review and Adopt Minutes

Ms. Hickson stated that there was some disagreement about what should be in minutes and she would appreciate it if PRAC would choose to delay adopting any minutes until she and PRAC had received direction about what the minutes should be. She also stated that if PRAC wished to adopt minutes at this time they could.

There was discussion about the advisory committee rules and what they stated should be in minutes as well as what PRAC wished to see in the minutes. There was some dissatisfaction expressed in the format and contents of the minutes as presented to PRAC over the past year. Opinions were expressed ranging from the suggestion that all PRAC meetings be transcribed verbatim through highly detailed records to the minutes as only general summaries.

Mr. Everhart moved the February 20, 2014 be approved with the corrections shown in Exhibit B. Mr. Arnold seconded the motion and it passed unanimously.

Mr. Everhart moved the March 20, 2014 be approved with the corrections shown in Exhibit C. Mr. Kaufman seconded the motion and it passed unanimously.

Mr. Everhart moved the May 29 2014 be approved with the corrections shown in Exhibit D. Mr. Kaufman seconded the motion and it passed unanimously.

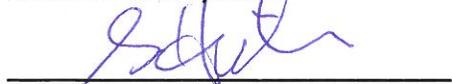
6. Adjournment

Mr. Everhart moved that the meeting be adjourned, Mr. Marker seconded the motion and it was approved unanimously. The meeting was adjourned at 7:16 p.m.

Approved as Amended by Exhibit E



Steven Marker, Chair



Sarale Hickson,
Development Analyst, Public Works Department

8/14/14

Date

June 13, 2014

Chairman of the Parks and Recreation Committee
Steve Marker

RE: Absence from June meeting and notes from parks

Dear Chairman,

I won't be able to make it to the June meeting, but I would like to share my thoughts and suggestions on some of the topics that I expect to come up.

I have visited Fairview Woods Park twice since our last meeting--once by myself, and once with Bridge Street resident Theresa Davis.

A few notes:

1) At both entrances, there is nice signage, but no map to let people know how to get around in the park, how long the trails are, etcetera.



I would like to see some maps that would give people an idea of what they will find in the park. Also, the maps could name the trails or have quadrants so that people reporting activity could give an accurate description of where the activity is taking place. This could be with some signs along the paths to remind people where they are within the park.

2) The area is quite overgrown with briars. I'd recommend clearing out a lot of the underbrush either using goats or other means.



3) The area I refer to as "The Rock Pile" is too close and open to the adjacent properties. I'd recommend removing that branch of the trail completely and repositioning the rocks so that they are a natural barrier where other "unofficial" trails have become obvious.



4) Some of the aforementioned rocks could be used to discourage the use of unofficial trails--especially the trail in the southwest corner that has been used recently by vandals. Also, natural shrubbery could be used to discourage more use of unofficial paths.



On other topics:

If the discussion of Park Cleone should come up I would recommend not putting in a large covered area.

Sincerely,
Brian Grattan

Proposed Edits to February 20, 2014 PRAC meeting

The Following to be inserted into the Minutes Prepared by Staff:

3-Staff Update:

a- Community Gardens will start next week. Staff is getting bids to install raised beds because they are easier to maintain and more accessible to users.

-Steve M asked if there is a deposit to ensure use and maintenance. Sarale said no the fee is \$25 and they have a volunteer Garden manager but no way to enforce any rules. She says all the plots are typically used.

b-Park Cleone Design. Staff confirmed the plans drawn up by Wallis Engineering will be brought to PRAC for reviewed and shared with the public. Work would be done over two phases because they have identified some grants that might be available for phase II. They are also using some storm water funds. Brian asked if Wallace was given a budget. Sarale says they were given the SDC fund balance and the PRAC Park Cleone plan. The plan that will be prepared will have some costs for individual improvements.

c-Grants. Staff identified some grants through Oregon Parks that might be available. There are three grants: acquisition, rehabilitation and planning. They will write a grant for planning. Sarale will work on this with some volunteers. Erika is working on a grant for Neighborhood Parks through Metro. No staff is dedicated to grant writing but will put some time into these grants. Sarale worked on grants for the City of Gresham.

-GCE asked what the planning grant would be for and Sarale said it would be for Master Planning of all the Parks.

d-Park Budgets. Allan is working on the Parks budget for Park Cleone. There has been some internal discussion about Lakeshore improvements cited in the Update Plan for Lakeshore park but staff feels the Council had directed them to Park Cleone.

-Jeff A reviewed the priorities of PRAC for park improvements. Lakeshore Park is #1, Ray's bench list is #2 and any additional work in Park Cleone beyond the new playground equipment is #3. He asked if the \$200k figure is accurate for balance after the Park Cleone playground equipment and Sarale said she understands this figure is accurate.

-GCE asked if the City is done with the Park Cleone playground equipment and she said yes.

-Steve M asked if there are any funds for Lakeshore Park. Sarale said funding Lakeshore Park is up to the Council to decide how to allocate funds across the parks.

-LBM asked about \$ dedicated from the \$300k SDC balance. Sarale says the playground equipment at Park Cleone costs less than \$100k which is where the \$200k fund balance figure comes from. Sarale is not aware of any other projects to be paid out of the SDC fund balance.

e-2013 PRAC report to Council. Jeff A asked if Dave S had submitted an annual report. Sarale says it has not been received. He asked if it can still be submitted and Sarale said yes. Steve asked LBM if the frequency of reporting to the Council will be stepped up under the new rules and she said yes there are to be quarterly reports. Jeff asked if anybody can approach the Council and LBM said yes but the Chair or Vice-Chair represent the committee.

f-Park Equipment. GCE asked if the curved bench for the pavilion will be installed soon. It was brought up last April. She says it is on the "list".

4-Public Comment:

b- Fairview SOLV info by D. Riordem. GCE asked Sarale if they could provide links to the E-cycling sponsored by the greyhound rescue group that is held at the old dog track. Darren said their group hopes to expand their links to identify all these events.

5-Recreation Plan:

GCE asked about how to approach this since he had not read it since last April and thinks it is about 12 years old. Sarale confirmed it is at least 12 years old and has view internet links.

-Jeff A said he thinks before we get into this project that PRAC make sure its priorities are clear to the Council. Lakeshore #1, Ray's list #2 and Park Cleone #3.

-Garth asked if there have any further reports to the Council since the report made by Dave S last summer. Sarale said no.

-Committee agreed to read the old Recreation report and identify how to proceed at next meeting.

-GCE asked about Pelfrey Park. Pelfrey Park is the third of three Neighborhood Parks. When we started the update process we skipped the two Community Parks; Salish and the Community Park and moved to the three Neighborhood Parks. He said he would be happy to work on a Pelfrey Park update to help wrap up the three Community parks. If the City gets a grant for Park Master planning it would be useful for PRAC to have finished their updates of the three Neighborhood Parks.

6-Park Budgets & Park Cleone:

-Brian asked if a budget would be available for Park Cleone at the next meeting. He wants to know what staff is proposing to spend on Park Cleone and what funds would be available for the other parks.

-GCE discussed the difficulty facing PRAC during budget. He is not aware of any decision made by council to focus on Park Cleone only. He has attended most of the Council meetings and there has only been passing mention about Park Cleone during one workshop but no decision was made by the Council during that workshop to focus on Park Cloene alone. It is difficult for the Committee to meet the mandate of the Committee, to advise Council on capital spending in Park, when the staff has not provided figures. The Lakeshore Plan and Ray's list have been in place for a number of months, yet staff is only working on figures for Park Cleone which is PRAC last priority. As a committee member he would propose PRAC not support the Park Cleone budget until figures have been provided across the various park improvements proposed by PRAC. The best course of action by PRAC to meets it requirements under the code

would be to make a recommendation to Council about spending on each park based on figures for improvements cited in the Updated Master Plan for each of parks reviewed by PRAC.

-Brian G moved that PW Director Berry allocate necessary staff to create a budget for the improvements cited in the Lakeshore Park update plan by next meeting. GCE seconded the motion. No discussion. 4-0 approval by Committee.

7-Sarale says there are now some guidelines for Gator use but she does not have them. They include signing a volunteer waiver and some instruction. Brian said he did not know they had a Gator. Is this the police Gator and Sarale said no there are two Gators.

8-Agenda for future meetings:

March: Recreation Plan discussion, Gator procedures, Budget for Lakeshore and summary of SDC funds spent to date on Park Cleone playground equipment.

April: GCE asked that the committee take up the Pelfrey Park update in April.

Proposed Edits to 3.20.2014 PRAC meeting.

After the first sentence in last paragraph of Section 6 insert

“Steve stated the method of dealing with Park Cleone via a proposed Consent Agenda item looked like an end around on PRAC. Normally plans and spending for parks goes to PRAC before Council. Steve asked why the Council does not support Lakeshore Park. He believes remaining SDCs should be dedicated to Lakeshore Park with Council using Reserves for Park Cleone.”

Add the following comments to close out part 6 the minutes

“Allen responded it was not the intention of staff to do an ‘end around’ on PRAC. Garth then asked about the \$385, 000 figure in the Staff report to Council. Allen along with Mike Conway of Wallis Engineered broke down the figures as \$126,000 from Storm water SDCs, \$169,000 from Parks SDC and \$85,000 from ‘future grants’”.

“Garth then asked about a deadline for the storm water work. Allen responded the work was identified in a MS4 permit that has to be completed before the end of the year. He also confirmed the Storm water work can be completed with Storm water funds. Mike Conway stipulated there might be some minor connectivity issues at a small bridge proposed over the storm water work area that would be funded by Parks SDCs if the balance of the park was not improved. Allen confirmed they can do the storm water work without the bulk of the park work.”

“Council Liaison Barton Mullins said the City is applying for a Nature in Neighborhood grant that could be dedicated to the restoration of natural areas in Lakeshore Park. Garth responded this was not necessary since the natural areas at Lakeshore Park were fenced off. He suggested this grant is only relevant to Park Cleone since it has no natural area and the master plan update calls for restoring the east end as a natural area. In addition the Committee has been told the decision on the grant will not be made until late 2014.

“General discussion about how proposed Park Cleone plan and budget would consume most of the remaining SDCs leaving Lakeshore Park without any funds. Brian Grattan called the question and the motion was approved unanimously.”

7. Recreation Plan

Insert into this section

“Garth asked Allen if there were any funds available to update the 2001 Recreation Study. The study is almost 13 years old. Allen said the City is applying for a grant to cover master planning. Garth asked about the availability of \$2,000 to re-issue the original survey via mail. Allen said he would approach the Council about this small request.

8. Park Cleone Concept Plan

Add the following into the minutes

Steve Kaufman asked about parking concerns. Staff noted parking issues do exist but the plan does not incorporate any more parking. The plan includes the conversion of one existing spot into an ADA spot. Committee expressed concerns about improvements that would increase the parking problem which is an issue for the neighbors.

Mike Conway was asked about water levels in the ponds and the potential for insects. Mike says the ponds will have water in them during a rain event but he anticipates any water will evaporate so there is not insect problem that would impact the use of the park. Committee expressed its concern about standing water.

Committee asked about improvements proposed in the large covered structure. Staff responded that water and sewer service could be extended into this facility for large groups of up to 30. Garth stated that he does not believe the large structure is appropriate for a Neighborhood park since it will attract large groups into a Neighborhood Park where there is inadequate parking. He asked about the level of use of the pavilion near City Hall. He thinks it is used infrequently which does suggest another covered park facility is needed in the City. The pavilion fits in the Main Park since it is a Community park but does not meet the standards for a Neighborhood Park. Council Liaison Barton Mullins asserted the pavilion by the City Hall is used at least 30 times per year. Chairman Strom agreed the proposed structure does not fit in a Neighborhood park unless the users were willing to wheel in all their provisions since the entire community might use this and there is no parking. Committee consensus was the large structure should be removed from the plan completely.

Garth asked about BBQs in other parks. Staff reported there are no BBQs in other parks except Blue Lake. Garth asked if the City has any guidelines for BBQ and who would clean them if installed. Staff said guidelines would be created and there was no response on how to maintain the units. Garth suggested that users and the City budget might be better served if park users were allowed to bring in their own propane cartridge type that are smaller and easy to transport. This would reduce the burden on the City. He then suggested that if there is a need for a larger BBQ pit the park goes could go to Blue Lake. Council Liaison Barton Mullins said she did not think the residents should have to pay the \$5.00 fee to use Blue Lake to have access to a BBQ. Garth responded that it was better for the resident to pay the direct cost than for the City to install an improvement like this that will require continued City servicing.

Jeff Arnold left at 7:00pm and Chair Strom asked the remaining members to stay beyond 7:00pm.

Garth asked about relocating water fountain towards the cul-de-sac so they are more visible and less prone to vandalism. He also suggested the installation cost would be less if located closer to the existing water service.

Steve Marker left at 7:15pm.

Committee agreed to resume review of proposed plan for staff at the April meeting.

Meeting adjourned at 7:30pm.

Proposed Edits to May 29, 2014 PRAC Meeting

4-Election of Chair and Vice-Chair.

News of Dave Strom's resignation as Chair occurred near the end of the Non-Agenda item portion of the meeting after discussion about failure to schedule a follow up meeting from March to finish the recommendations asked by Staff for the proposed Park Cleone Plan.

5-Non Agenda items:

a-Linkage to Troutdale Recreation Plan.

-Steve M related his experience managing a Recreation Department on base. He explained that the key feature was a Director and linkages with various recreation providers. He reminded the Committee that he had raised the prospect of making the Community Center the center focus of a Recreation program.

-Discussion about talking with Troutdale and the need for Council approval. Jeff A reminded the committee the Recreation Plan is over 10 years old and we agreed in late 2013 to revitalize the plan through website tie-ins, etc.

-Garth suggested that PRAC contact the equivalent group at Troutdale to see how they feel about linking Recreational programs.

-Garth suggested that since PRAC alerted Council of its plan to work on the Recreation Plan via Minutes and 2013 Annual report, maybe the Council would agree and place this in the new Work Plan.

-Garth asked staff for a summary of the City's website information on Parks & Recreations. Sarale said she would check with Devree for a PowerPoint. Garth suggested the committee work from the existing website to enhance it so the information on existing activities is readily available.

-Allen B said he would check with Devree to see if the Troutdale information is already on the City's website which would answer one of Darren's requests.

b-RSD representative. Council Barton Mullins said she would approach Council about the need for 7th PRAC member to be a RSD representative since they have not been able to fill this position for over a year.

c-Park Cleone. Garth related the discussion about park planning held during the past Budget Committee hearings. Staff testified that Lakeshore park improvements would work through PRAC review as was the case with Salish Ponds. He felt that after Staff began their normal process of asking for recommendation, PRAC was sidelined by staff's inability to meet so PRAC was not allowed to complete its review prior to plans going out to bid. Further he did not agree that PRAC recommendations were incorporated into the plan given the presence of a Community building proposed in a Neighborhood Park. Allen responded the community structure is a phase II structure and is dependent on funding. Garth stated he believes staff misrepresented PRAC's support for the proposed plan to Council and asked why Council did not seek a recommendation from Council when considering the plan. Garth agreed that while it is the right of Council to act as it wishes, it may have acted on a misrepresentation of PRAC's position on this park which is a disservice to the community. Further, staff has not cooperated with scheduling a meeting so PRAC can respond to staff's request in March to look at the plan.

Allen responded that he has been directed to bid out the Wallis plan as drawn by Council. Allen said that he is comfortable with how Staff has handled Park Cleone. Garth noted that he understands Allen has to act per Council vis-à-vis going out for bid but asserted his opinion that Council was led to act on the bid decision without PRAC input which is required under the FMC.

6-Faiview Woods Park Discussion. Steve K gave a history of the park clean-up in the past. Sarale or Allen talked about a meeting with the Bridge street group. LBM said she attended the meeting. Garth asked if there was a specific request by the Council for input by PRAC on a specific item. Allen said they do not have a specific request of PRAC. It is his opinion that there is a concern about crime, illegal trails and damage to residences along the park.

-Councilor Barton Mullins stated she believes PSAC is looking at the issue from a law enforcement angle i.e. community policy while PRAC could look at trail changes.

-Steve K gave a brief history of the park. He said there is a lot of pedestrian traffic from NE Halsey through the apartment parking lot onto trail for access to 223rd via Bridge Street.

-LBM said the problems are not as great as it seems. She believes it is a perception problem since no "real" crime since 2008 other than a pellet gun problem recently. Steve K says the car prowls are on Bridge Street and he believe there is a small vocal group that attributes this problem to the Section 8 housing group.

-Garth asked about minutes from PSAC on this He also asked about minutes from the Bridge Street meeting. Some confusion about the existence and location of the minutes. Garth mentioned that just giving PRAC a map with no request or minutes does not help PRAC on this issue.

-Brian G asked about deadline for PRAC comment. Sarale said the Council wants to act on the issue by August so PRAC should come to some kind of recommendation by its July meeting.

Proposed Edits to June 26, 2014 Minutes:

Note: Edits per Agenda points-

3-Walking tour of Fairview Woods park. Cancelled due to Weather.

Steve M apologized for not being able to reach Steve K or Councilor Barton Mullins about cancelled walking tour. All members had already agreed to walk the trail prior to meeting so there was not need to walk as a group in the rain.

5-Prior Minutes. Sarale asked for the meeting minute approvals from February, March and May to be tabled for discussion about how minutes "are to be taken". Steve tabled the issue until the end of the meeting in deference to the Bridge Street residents in attendance waiting to speak on Fairview Woods Park.

7-Fairview Woods.

-Steve M handed out the Brian Grattan report dated June 13, 2014.

- Steve K discussed how prior brush clearing had opened up site lines and reduced crime, etc. He related how the goats had done a great job of clearing the park and if focused in the center site lines would be improved. He stated that closing off-trails is a priority but opposed closing any main trails.

-General testimony by Bridge Street neighbors in attendance about crime, falling trees, loud music, and damage to park. They related the history of problems in the park area before it was improved in 2009; the history of problems in the park after it was improved and difficulty in securing police support because of the dangers to police entering park and the numerous entrances/exits. Related all their individual crime issues and problems with how the City has handled crime and other issues like trees falling from the park into their houses/backyards. Issue about how tree removal was handled last time, i.e. City removed the wrong trees and left debris in backyards.

-Consensus that the west loop area and rock pile was the biggest source of crime, vandalism, etc. The degree of dissatisfaction with the City's handling of the park and its maintenance was very clear.

Steve M asked for each neighbor to specify what actions he/she felt would improve safety, reduce crime and protect the park.

Joel G- he would like to see the west loop blocked off. He said that in hind sight "they" should have fought to have the entire south side of park fenced off with a 10' fence. He likes the idea of a fence along the south line because the split rail fence that was installed by the city was useless.

EXHIBIT E

Sheila Taylor-She would like to see the west loop closed. She does not support closing the entire park because crime would still occur and there would be no City support. She says if the park was closed there would be no visibility so crime would increase. She likes the idea of goats but would like to see the brush around perimeter of trails by their houses allowed to grow in to make illegal trails more difficult.

Don Taylor – He likes the fence idea along the property line with the apartments because it will limit off path trails along the west side of park. He would like a plan A, plan B, plan C approach so the City and neighborhood have a plan of action of multiple steps as needed. His goal is for the Council to do something NOW. The off-path trails by his house (229th Ct) are his problem. He is not sure about closing off the west loop trail. He likes the idea of plantings along the outside of west trail to make off-path trails more difficult. He thinks the City is wasting money trying to keep the park clean given the users of the park. He cited the damage and debris at the apartment entrance to park as an example of how the park is treated.

Teresa Davis- she believes the maintenance of the park is a long-term issue that requires a plan and funding. She also cited the need to protect old-growth trees and enhance “no name” creek. In the short-term she agrees with Brian’s idea of signs.

Discussion by group about labeling the individual trails to help in reporting crime to the police. Group agreed the signs should be consistent at each entrance apartment access should be focused to once location via fencing.

5- Prior Minutes (continued)

Garth reminded staff they were promised minutes within a week of meeting to avoid issues of memory but just got the February minutes last week.

Garth stated that his chief issue has been the continuing trend by staff to not include in minutes the interaction with staff.