

City of Fairview
Parks and Recreation Advisory Committee
Meeting Minutes
March 11, 2019

PRESENT:

Vice Chair Bob Dolphin, Deborah Aronson, Stuart Johnson, Hollie Holcombe, John Sumpter

ABSENT:

Chair Steve Marker, Councilor Natalie Voruz, Michelle Ellis

STAFF:

Eric Rutledge, Associate Planner

OTHER ATTENDEES:

Mayor Brian Cooper, Norm Cooper

1. CALL TO ORDER/ROLL CALL

Vice Chair Bob Dolphin called the meeting to order.

2. REVIEW AND ADOPT MINUTES – February 11, 2019

Associate Planner (AP) Rutledge reported the February minutes will be ready for adoption at the April meeting.

3. DISCUSSION ITEMS NOT ON THE AGENDA

Norm Cooper, President of the Lakeside Estates East Homeowners Association, introduced himself and thanked the committee for their service to the City. Norm reported that there are 77 homes in the Lakeside Estates East HOA that are served by Pelfrey Park. Norm submitted a letter to the committee detailing poor water drainage conditions at Pelfrey Park. After rains and watering, the grassy area does not drain properly making it difficult to walk on and unpleasant to sit or play on. The water and mud also runs off onto the sidewalk. Norm requested the committee advise Public Works about the issue.

Vice Chair Dolphin said he has also noticed the drainage issues since he has been in the neighborhood the last 5-6 years. Stuart said he lives near the park and neighbors along his street have also had drainage issues due to the clay soils. AP Rutledge said he heard from Norm last week and contacted Matt Hollenbeck, Public Works Parks Team Leader to learn more. Matt acknowledged the issue and said it is a permanent drainage design issue as opposed to a maintenance issue. The committee discussed potential remedies that would not require substantial improvements. Potential actions are watering at night, aerators for the soil, simple French drain, etc. AP Rutledge said he would pass on the issue to Allan Berry, Public Works Director, to direct operations staff on any potential mitigation.

4. STAFF UPDATES

AP Rutledge passed out instructions on how to access City email accounts for those who have requested them.

5. PARKING STUDY AT LAKESHORE PARK

AP Rutledge reviewed the changes that were made to the survey, based on feedback from the committee at the last meeting. There were no additional changes recommended by the committee.

AP Rutledge reviewed a potential parking occupancy count schedule. The goal of developing a schedule is to ensure the occupancy study captures different conditions at different times (e.g. school vs non-school months, weekday vs weekend, etc.) Approximately three counts per month are schedule through the end of June or July. AP Rutledge will develop an online sign-up schedule and circulate to the committee.

John Sumpter reported that he has completed seven occupancy counts already, including three counts on the weekend. Only one vehicle was observed in the designated parking stalls for the park through all seven counts.

6. SALISH POND RESTROOM UPDATE

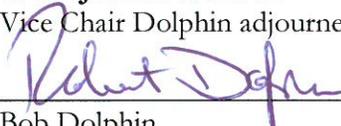
AP Rutledge presented a memo submitted by the City's engineering team that provides a preliminary design and cost for a new restroom near the west pond. The proposed location is northeast of the gate that provides access to the park from the school parking lot. The memo provides details on the costs for underground utilities, which may be cost prohibitive for this because of its distance from an existing water main.

The memo does not cover preliminary design and cost for a restroom near the designated parking area at the east pond (accessed from the apartment complex at the corner of NE Glisan and NE Fairview Parkway). This location is closer to existing utilities in Glisan and may be a cheaper option. AP Rutledge said he would follow up with the City's engineering team about obtaining a similar memo for the alternative location. Vice Chair Dolphin supported looking at the costs for a restroom located closer to existing utilities.

There was general discussion about restrooms at the park, including permanent versus temporary restrooms and the portable units placed there during last summer/fall. Hollie Holcombe mentioned children may be hesitant to use the portable restrooms. Mayor Cooper asked what the cost was for the pilot portable restroom program in the park. Deborah Aronson said that the portable restrooms remained in good condition throughout the pilot program. AP Rutledge said he would ask for a debrief on the pilot program from the Public Works Department and report back at the next meeting.

7. ADJOURNMENT

Vice Chair Dolphin adjourned the meeting.



Bob Dolphin
Vice Chair

4/8/19

Date



Eric Rutledge
Associate Planner/Code Compliance Officer

4-8-19

Date

A complete recording of this meeting is available by contacting the City of Fairview Administration Office,
1300 NE Village Street, Fairview, Oregon 97024 • 503.665.7929