



**City of Fairview Parks and Recreation Advisory
Committee**

March 21, 2013 Meeting Minutes

**Park View Conference Room, Fairview City Hall
6:00 pm to 7:30pm**

Present: Steven Marker
Chuck Cooper
Ray Hansen
Garth Everhart
Brian Grattan
David Strom
Councilor Ken Quinby

Absent: Brad Fudge

Other: Brian Cooper
Barb Jones
Steve Kaufman

Staff: Lindsey Nesbitt, Development Analyst
Allen Berry, Public Works Director

1. Call to Order

Staff called the meeting to order at 6:00 pm.

2. Welcome and Introductions

Staff (Nesbitt) opened the meeting and welcomed the returning PRAC members and the newly appointed PRAC members. Introductions were done, which included introductions of the attendance by non-committee members.

3. Discussion Items Not On The Agenda

None.

4. Election of Chair and Vice Chair

David Strom was nominated for Chair by Chuck Cooper, and seconded by Steve Marker. All members voted in favor of electing David as the Chair.

Steve Marker volunteered to be the vice chair, which was seconded by Chuck Cooper. All members voted in favor of electing Steve marker as Vice Chair.

5. **Municipal Code Amendments**

Staff (Nesbitt) discussed recent changes to the Fairview Municipal Code regarding Chapter 2.16. This section was amended to create consistency with code language for the City's other Advisory Committees. Prior to the amendments, the PRAC appointment terms were based on the fiscal calendar year, where the City's other Advisory Committees were based on the calendar year. Staff discussed the purpose of PRAC which is to:

- Advise and make recommendations to the City Council about parks, open spaces, recreation resources and activities.
- Assist staff with making funding recommendations based on adopted parks master plans to the City Council.
- Assist with parks and recreation planning, master plan updates, develop and implement policies to protect, restore, and enhance resources and identify locations for future parks.

Councilor Quinby commented that if the Committee feels there is an urgent parks matter that is not addressed in the Parks Master Plan, that the City Council has the authority to authorize funding or park planning activities that are not in a park master plan.

Public Works Director Berry commented that the Committee was an ad hoc committee for most of 2012 because of 2012-2013 budget reductions. He believes there are enough items on the work plan for PRAC to begin meeting on a regular basis. Director Berry stated that Park Cleone is likely to be the next significant park planning project.

6. **Salish Ponds Improvement Project Update**

Staff (Nesbitt) provided an update on the improvements recently constructed at Salish Ponds Park. In 2011 and 2012, PRAC worked to develop an improvement plan. Construction began in the fall of 2012 and was recently completed in early 2013. The City has been receiving positive feedback from the community in regards to the park improvements. Chair Strom informed the group that he has notice the police using the electronic gates and had been seeing police cars in the park. Member Marker inquired when fish stocking will begin again in the west pond. Staff (Nesbitt) commented that two meetings had previously been arranged with ODF&W, however they did not show up for either of the meetings. Staff will continue to work on arranging a meeting with ODF&W to develop a stocking schedule and ask that stocking schedule not be posted on their website.

7. **Friends of Salish Ponds**

Public Works Director Berry presented the idea of creating a Friends of Salish Ponds Park to help patrol the park and report negative park behavior. The intent of the Friends of Salish Ponds is to also help create visibility within the park. The

idea is that volunteers may use the City's "gator" (ATV type vehicle that can be driven on the trails) to help patrol the park.

Barb Jones inquired how the volunteers driving the gator will be insured. Director Berry has spoken with the City Administrator and a form will be created with the assistance of the City Attorney that volunteers will need to fill out and sign prior to using the gator.

Committee Member Grattan inquired if the volunteers were expected to "police" the parks. Staff (Nesbitt) responded no, the intent is to create a visual presence, and to also have the volunteers report problems or concerns to the Police Department. The idea is to create an additional presence within the park in order to help discourage undesirable behavior. The City does not want to put volunteers in a bad situation, but would prefer to have them report any observations to the Police department.

Chair Strom indicated that he noticed there have been more parks users with dogs, and noticed there have been many dogs off leash. PRAC discussed the need to install more signs to let park users know that Salish Ponds is not an off leash park. Chair Strom suggested this topic be put on the agenda for a future meeting.

Chair Strom inquired who is in charge of maintenance of the trash containers at the east pond. Staff (Nesbitt) commented that the apartments are responsible for maintaining those containers and they are aware they have been damaged.

8. Park Cleone

Staff (Nesbitt) discussed that the Salish Ponds Park and the Fairview Woods Park improvements were funded by a Metro bond measure. The bond measure money has been spent. Staff met with Metro to show how the bond money was spent and discussed future grant opportunities from Metro. PRAC and the city will need to do planning and development for future projects in preparation of a grant application. Projects that typically include partnering with other agencies and the school district tend to score higher for the grant ranking. One of the tasks for PRAC for the upcoming year is to develop a park improvement project for Park Cleone.

Director Berry discussed how the play equipment at Park Cleone needed to be removed last year because it was no longer safe. Director Berry discussed the possibility of installing new play equipment at Park Cleone in the summer of 2013. Director Berry also discussed some ideas for improvements to Park Cleone such as enhancing the creek running through Park Cleone and creating a pond near the existing gazebo. Director Berry also acknowledged the idea of creating an off leash dog park under the power lines adjacent to Park Cleone. Member Everhart inquired about parking options. Director Berry discussed one parking option may include creating parking that will take access from the cul-de-sac.

Director Berry Discussed installing play equipment in the summer 2013 and informed the Committee that staff will meet with a person who represents play equipment on March 29 to discuss options for play equipment and then report back to PRAC.

Member Grattan inquired if there is a garden at that park. Staff (Nesbitt) answered that there is a community garden in Park Cleone with 9 garden plots.

PRAC believes that part of the planning process should include surveying the community neighborhood to see what they would like to see happen at the park.

Councilor Quinby inquired if the property owned by Henry Pelfrey and Lynnia Woods on Fairview Parkway could be used as access and parking for Park Cleone.

Chair Strom suggested the topic of park Cleone improvements be discussed further at a future PRAC meeting.

9. Community Gardens

Director Berry opened this discussion by asking PRAC if they could think of a place in the Village for creation of a new community garden. Committee Member Cooper shared his experience with the school district. Typically in when summer arrives the gardens are not taken care of and maintenance sometimes becomes an issue.

PRAC discussed maintenance concerns for the Community Garden. Staff (Nesbitt) commented that the garden needs to be cleaned up for the upcoming season. The Public Works crew will be cleaning up the garden by removing the tools and garbage left behind, tilling the soil and laying new wood chips.

Member Marker inquired if a community garden could be developed at Lakeshore Park.

PRAC discussed options to encourage gardeners to maintain their plots, in order to reduce maintenance costs to the city. Gardeners should be responsible for maintaining their own plots. The idea of taking in a deposit was brought up.

Director Berry asked PRAC if it would it be worth a \$100 deposit? PRAC indicated that maybe a \$50 deposit would be more feasible. PRAC asked what other communities do. Staff (Nesbitt) responded Portland does not charge a deposit, people just lose the right to re-register for a garden plot if is not actively used and maintained.

PRAC indicated they are okay with creating additional community garden locations so long as it does not create additional burden on the City. Staff to look at feasibility of installing water and identify areas that are possible locations for community gardens to be viewed during the PRAC parks tour.

Chair Strom suggested that PRAC discuss the Community Garden Program further at a future PRAC meeting.

Member Everhart asked if the only funding source for park improvements coming from grants or can PRAC make a request to City Council to delegate more funding for parks improvements through the budget process.

10. Parks Tour

Director Berry asked PRAC if they thought it would be a good idea to go on a parks tour at the April meeting.

Chair Storm inquired of there is anything that is a time constraint that should be discussed at the next meeting. Director Berry commented that if PRAC want to replace play equipment at the Park Cleone, PRAC would need to get moving on that, but could discuss that and options on the tour when PRAC stops at Park Cleone.

11. Other Topics

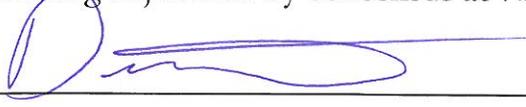
Leathers Fuel- owns field across from Fairview Elementary- they are interested in doing something community based. Potential for some type – community garden or youth soccer field. Protect from rail line.

11. New meeting time.

PRAC members discussed meeting at an earlier time. It was agreed on by PRAC members that the meetings will begin at 5:30 pm and will be held the third Thursday of the month.

5. Adjournment

Meeting adjourned by consensus at 7:25 pm.

 4/18/13

J. Nesbitt 4-18-13.
