



**City of Fairview Parks and Recreation Advisory  
Committee  
August 15, 2013 Meeting Minutes**

**Park View Conference Room, Fairview City Hall  
5:30 PM – 6:30 PM**

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**PRESENT:**

Steven Marker  
Ray Hansen  
Garth Everhart  
David Strom  
Councilor Ken Quinby

**ABSENT:**

Jeffrey Arnold  
Brian Grattan

**STAFF:**

Sarale Hickson, Development Analyst

**1. CALL TO ORDER:**

Chair Strom called the meeting to order at 5:35 p.m. and changed the order of the items on the agenda.

**2. Review and Adopt Minutes:**

**May 16, 2013** The following edits were proposed and adopted:

- April meeting minutes were reviewed, EDITED, and adopted subject to edits/
- Staff agreed to send out the survey
- The Parks and Recreation Advisory Committee (PRAC) recommended the park hours be standardized to “dawn to dusk”
- Staff reported back that the survey had not been sent out due to possible conflict with the visioning committee survey.
- Motion was ““A short survey be conducted to determine the playground equipment desired by the neighborhood around Park Cleone. This survey to be delivered next week and posted on the website with results due by May 31 AND that Council direct Staff to buy the appropriate equipment IF the majority of survey respondents wanted new playground equipment.”
- Future agenda items:
  - Design a questionnaire that can be used for park by park master plan update.

- Review Park Cleone park plan at next meeting.
- There was no discussion about how to get information to council.

**June 20, 2013** These changes were proposed and adopted:

- May minutes not available.
- The result of the Park Cleone survey showed the order of priority for the equipment was first slides, then climbing ladders then benches then swings.
- PRAC understood the swings at park Cleone would be reoriented with the playground equipment installation.
- PRAC supported Council's decision to buy new playground equipment
- PRAC agreed the short survey was helpful in confirming the equipment selection
- There was discussion about who would install the equipment. PRAC did not support installation by volunteers due to liability issues. PRAC agreed it was out of their scope to make the decision but also that they would not take on the effort.
- A motion was made to install benches and tables at Park Cleone as soon as possible.
- Chair Strom to meet with Mayor Weatherby to figure out how to best get recommendations to City Council. PRAC agreed it was not appropriate for the council liaison to present them to the Council.
- Agreed to meet at Lakeshore for the next PRAC meeting.
- Agreed that Lakeshore should be the next park to reviewed because another survey about Cleone would be confusing and installing equipment at Lakeshore would overcome any concerns about overloading Cleone.
- The timing and cost of surveys and mailers was discussed. A survey given to utility billing staff 8-10 days before bill mailing could be returned with the bill payments. The problem with sending things out with utility mailings is individual neighborhoods cannot be targeted. Having a separate mailing was discussed as were limitations of the website. Staff was going to see if there was a budget for such mailing.
- The July agenda was set and it was agreed that the next meeting would be at Lakeshore Park.

**July 18, 2013** The following additions were proposed and made:

- Minutes were not available for May and June
- Sarale was to speak to the City Recorder about the park information on the website.
- Climbing rocks, a gazebo and picnic tables were added to the list of ideas for the park.
- There was discussion about liability and erosion control around the dock
- Sarale was to produce a list of all the items discussed.

## **7. Lakeshore priority list**

Staff provided some design options from last time Lakeshore was reviewed (Exhibit A). The western area was originally a wildflower meadow. The paved area was designed to be a meeting space. PRAC reviewed the map/aerial photograph showing the ideas discussed at the last meeting (Exhibit B). The active play area also would be good to leave open for Frisbee, soccer and other activities like that. PRAC discussed small equipment further south on the east side. Potential views of Mount Hood and Fairview Lake were also discussed.

Mr. Everhart provided the PRAC with a list of capital and maintenance ideas for Lakeshore (Exhibit C). It was clarified that the item referred to as a geo-cache is an art project. Signage for the restoration area (possibly in conjunction with a local school) was discussed. PRAC felt that it might be wise to fence the playground area due to the proximity to the lake).

PRAC asked Staff to find out if there were any liability issues regarding the dock at Lakeshore and if adding amenities would increase the liability.

Mr. Everhart moved:

“To approve the list as proposed with edits to denote maintenance work along the north and west sides of the park and that a fence be installed around the playground equipment if deemed to increase public safety” Mr. Marker seconded. The motion carried unanimously.

## **8. Bench and “dog-pot” proposal for all parks**

Mr. Everhart brought a table (Exhibit D) showing the items proposed previously by Mr. Hansen. PRAC discussed the benefits of improvements across City or of “finishing” each park. PRAC agreed with Mr. Hansen that there is need throughout the City. There was also discussion of timing and the scope of advisory committees. Mr. Everhart proposed the following motion: “PRAC recommends to City Council that it put a motion forward for Council to vote on that approves the spending of money to complete the work as per attached list within 16 months” Mr. Marker seconded the motion. PRAC unanimously agreed.

## **3. Staff Updates**

PRAC requested that Staff bring a compiled version of the 10-12 question survey discussed in previous meetings.

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

None

## **5. Resolution to council regarding park hours standardization**

It was agreed that the chair would put together a letter to the Mayor and City Council outlining all PRAC’s recent resolutions and requesting they be voted upon in an upcoming Council meeting

## **6. Parks web page**

Staff reported that the website was working again.

**9. Update on fish in Salish Ponds**

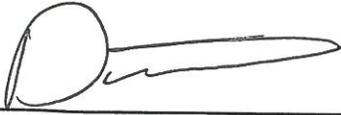
City and ODFW have started discussing the issue.

**10. Future Agenda Items "Parking Lot" items**

PRAC's September meeting will be devoted to finishing updates to the Park Cleone master plan.

**11. Adjournment**

The meeting was adjourned at 6:45 p.m.



David Strom, Chair



Sarale Hickson  
Development Analyst, Public Works Department

9/19/13

Date

# Lakeshore Park

Features discussed at  
PRAC Meeting  
7/18/2013



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Print Date: 7/22/2013



This map is for informational purposes only and the City cannot accept responsibility for any errors, omissions, or positional inaccuracy. This map is provided "AS IS".

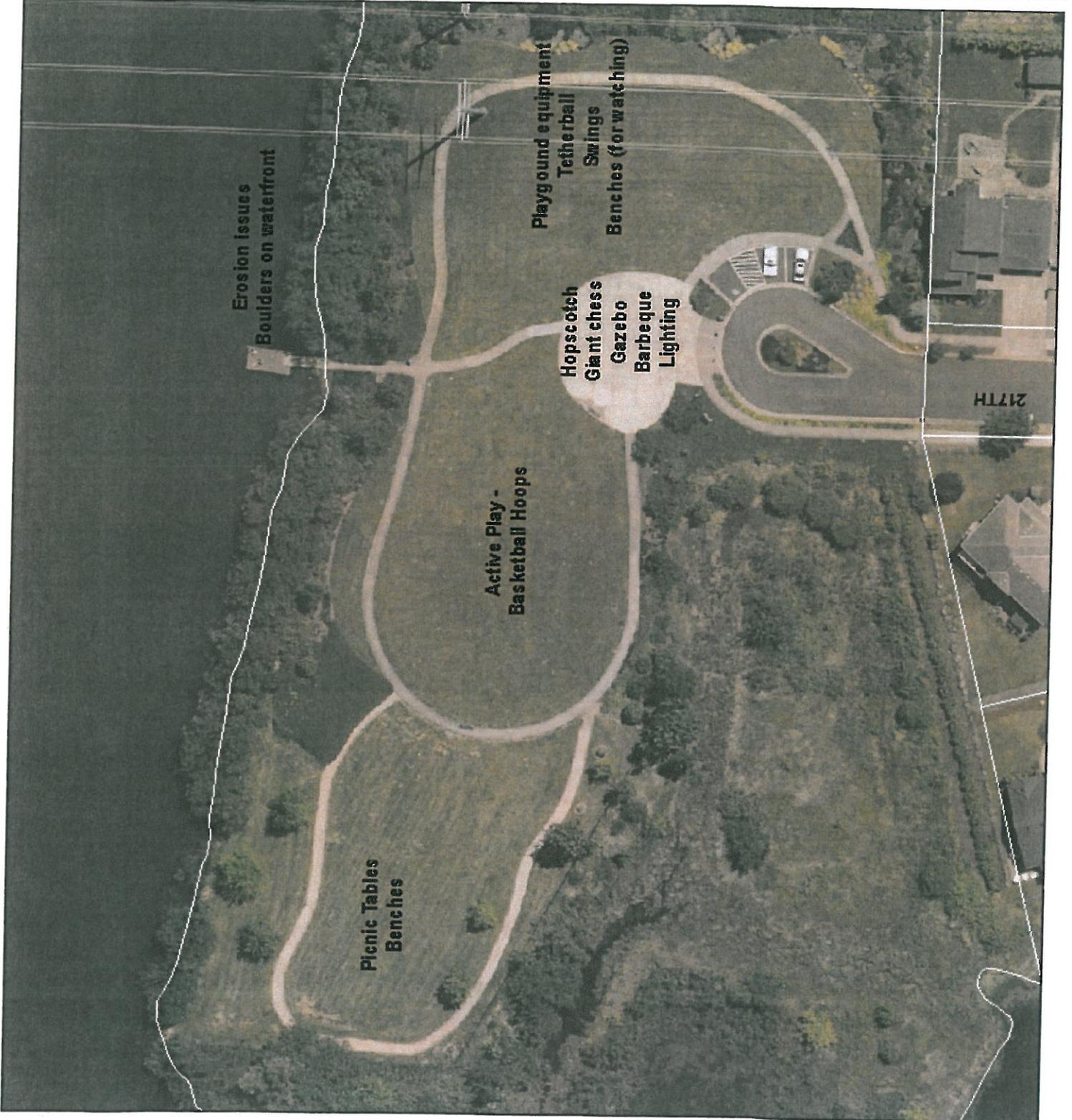


EXHIBIT B

## PRAC AGENDA-August 15, 2013

### A. Lakeshore Priority List: (Recommendation #1)

#### **Capital:**

- playground structure at east end
- benches around the park
- swings at east end
- garbage cans
- picnic tables at west area on wood chips
- gazebo (small) at west end
- doggie pots
- education signage along the preserve area for plants and animals like at Salish ponds
- Should a low fence be placed around the playground equipment area for child safety since the park is near the lake.

#### **Maintenance:**

- Clear out blackberry bushes along the lake;
- Limb up some of the trees along the lake;
- replant native plantings that have been choked by the blackberries
- remove select invasive trees/shrubs along the lake
- Correct park hours sign as needed.
- Relocate geo-cache to a more prominent location instead of being in the bushes by the dock.
- 911 signage near the lake because of the City dock

### B. Adopt a bench/table/garbage can/doggie pot list for Fairview. (Recommendation #2)

# Parks & Recreation Advisory Committee

8/15/2013

**Recommendation:**

Install the following items at the following locations:

Park Name	Bench	Doggie Pot	Picnic Table	Garbage Can	Other
Park Cleone		@ 214th Cul-de-sac		X	Replace Picnic Table Tops
Fezett Park	X				
Gumdrop Park	X				
Handy Park	X	X			
Lakeshore Park	X	X	X	X	Clear Brush along Lake
Marilyn's Park		X		X	
Pioneer Park	X				
Stone Park		X		X	
Windstorm Park	X			X	