

CITY OF CENTRAL POINT
Parks Commission Agenda
4/21/15

- I. MEETING CALLED TO ORDER
- II. ROLL CALL
- III. REVIEW MINUTES
- IV. CHANGES TO AGENDA
- V. PUBLIC APPEARANCES
- VI. BUSINESS
 - A. Budget update – parks fee
 - B. Construction update
 - C. Cascade Meadows
 - D. Community Survey Results
 - E. Neighborhood Meetings
 - F. Twin Creeks Park
 - G. Bench Requests- Forest Glen, Twin Creeks, Don Jones, Cascade Meadows, Flanagan
 - H. Community Christmas recommendation
 - I. Dog Park
- VII. OTHER BUSINESS –
 - A. Upcoming meetings for 2015 –Dates-2015- Sept 15, Nov17. Please add these dates to your calendar.**
 - B. Run for Freedom-
 - C. Recreation Update
 - D. Parks Update-
 - E. Egg Hunt recap
 - F. Arbor Day – TCUSA update
 - G. Upcoming events- Citywide Yard sale- May 2, 2015, Memorial Day- May 25, 2015, Friday Festival July 10-Aug 14 every Friday (first 3 in Pfaff, last 3 at Twin Creeks)
 - H. Bike Fair- Partnerships with Schools
 - I. Battle of the Bones update- June 26-27
 - J. NRPA – Conference September 15-17, 2015 Las Vegas
- VIII. ADJOURNMENT
- IX. Next Meeting will be at 6:30 pm on September 15, 2015?

**CITY OF CENTRAL POINT
Parks Commission Meeting Minutes
November 18, 2014**

I. MEETING CALLED TO ORDER

Mark Ludwiczak called the meeting to order at 6:30 P.M.

II. ROLL CALL

Commission members John Beck, Mark Ludwiczak, Neil Olsen, Lee Orr and Council liaison Allen Broderick were present. Patricia Alvarez and Deven Howard were excused and Carl Orndoff was absent. City staff attending was Jennifer Boardman and Karen Roeber.

III. REVIEW MINUTES

Neil made a motion to approve the minutes of the May 13, 2014 Parks Commission. Lee seconded the motion. All were in favor and the minutes were approved.

IV. CHANGES TO AGENDA

None

V. PUBLIC APPEARANCES

John Beck welcomed a group of his students who sat in on the meeting. Mr. Howard Johnson, Deputy Director of Age-Friendly Innovators spoke about creating a "Grandparents" or Intergenerational Park on the 2 acre park parcel flanked by Stone Pointe and Buck Point in the Twin Creeks subdivision. This would be the first of its kind in Oregon as there are very few nationwide. These parks are for all generations but cater to the older generation where there are exercise stations (Life Trail Advanced Wellness system) geared for people 50 years and older. There would be a low impact walking path, stations for working on balance and a separate play area for children with seating for parents and grandparents. Some of the park amenities they are looking for are ASA compliant benches, multi-level drinking fountains, tennis, basketball, pickle ball and bocce ball courts. Other amenities they would like to see incorporated into this park would be a small fenced spray park with benches and a Tai Chi area. They have the support of Twin Creeks Development, Inc. W.L. Moore Construction Company, the Twin Creeks Retirement Center and the Rogue Valley Council of Governments Senior and Disability Services. They have a verbal agreement with AARP Oregon for \$4K to help with a community survey and park design) They have solicited the backing and support of the Carpenter and other foundations and are seeking the approval and support from the Central Point Parks. The next steps are securing grants for park design and a neighborhood survey of the desired amenities. They are also soliciting other sponsors and contributions and then would be able to prepare a preliminary construction time Table. The current requirements for the subdivision are such that the Developer must construct the park and after two-three years would then give that back to the city. The Developer receives credits on their SDC charges in exchange for building the park.

The commissioners liked the idea of this type of park and look forward to hearing more from Age-Friendly Innovators as they move forward with this project.

VI. BUSINESS

A. Restroom cleaning contract

Jennifer said she has requested bids for the restroom cleaning from seven janitorial services and it is open until the end of December. She will give an update at the meeting in January.

B. Park Utility Fee – Community Survey

Jennifer said the question regarding a park utility fee would be part of the community survey that is being conducted. Even if the fee were \$1.00 it would be able to provide approximately \$60K annually for park maintenance. City manager currently feels there should be no new fees to the residents at this time but said he would wait to make any decision until after he sees the community survey responses.

VII. OTHER BUSINESS

A. Upcoming meetings for 2015

Meeting dates proposed for 2015 are: January 20, April 21, September 15 and November 17. Jennifer asked members to put these dates on their calendars.

B. Run for Freedom Planning

Jennifer has started planning for the 2015 Run for Freedom event and online registration is set to open on March 1st. The 2015 event will include a 1 mile run down Pine Street and will still incorporate the 5K and kids fun run with the same route as last year.

C. Grant Update – Van Horn Park

This equipment for this park upgrade project has been ordered. It will be lime green and silver and she was able to get the sun shade for ½ off and this project will include new fall material. Cost for upgrading this park is \$42K for the play structure, additional sidewalk and changing out the fall material to make it ADA compliant. She is expected to hear sometime in December about the Cow Creek grant.

Additionally Jennifer stated the majority of our parks were built during the building boom 1990-2006 and therefore the park equipment is old and outlived its normal "life span". This results in it being difficult if not impossible to find replacement part because many of the pieces of play equipment are obsolete. This is something that must be included in upcoming budgets to fix safety issues with park structures.

D. Recreation Update

Jennifer said the new RECreate guide is scheduled to go out the first week in December. She is excited to be able to utilize the old High Tech Crimes Unit (HTCU) space above the Police Department for recreation classes and it will be a great fit for classes such as yoga. The preschool classes are at maximum capacity and ESD will pay for three spots enrollment

spots. Park rentals have steadily increased each year and almost doubled in 2014 from 2013 - (100 to 195 respectively).

E. Parks Update

Jennifer said she is happy to be able to renew with Tree City USA and they are already planning the 2015 Arbor Day event along Mingus creek in front of Albertson's property. By planting trees along the creek channel (possibly in February) it will provide shade for fish and help with storm water quality. She was also able to have the help of the Boy Scouts for to park projects – One team built a recycling center for the KidVenture area and the other built a garden shed for the garden tools and a potting bench for the KidVenture students to use.

F. Upcoming events – Community Christmas

Jennifer reminded everyone the next community event will be the annual Community Christmas held this year on Friday, December 5, 2014. She said that anyone who would like to volunteer it would be most appreciated or just come out to attend the lights parade and tree lighting at City Hall.

G. Battle of the Bones Update

Jennifer said the 2015 event will have the same format as this year – Friday and Saturday only and will be held the weekend following Father's Day.

I. NRPA – Conference Report

Jennifer attended the conference in Charlotte NC where she got to mingle with approximately 8K other Parks and Rec personnel along with meeting and being able to speak with several of the vendors we use.

VIII. ADJOURNMENT

Mark moved to adjourn the meeting at 7:35 P.M. and all were in favor.

IX. NEXT MEETING: Tuesday, January 20, 2015 at 6:30 PM in the Council Chambers

**CITY OF CENTRAL POINT
Parks Commission Meeting Minutes
September 18, 2014**

I. MEETING CALLED TO ORDER

Mark Ludwiczak called the meeting to order at 6:30 P.M.

II. ROLL CALL

Commission members Deven Howard, Mark Ludwiczak, Lee Orr, Carl Orndoff and Council liaison Allen Broderick were present. Patricia Alvarez, John Beck and Neil Olsen were absent. City staff attending was Jennifer Boardman and Karen Roeber.

III. REVIEW MINUTES

The minutes for the 11/18/2014 meeting will be re-sent to the commission members for their review and they will respond via email to accept and approve or suggest any needed changes.

IV. CHANGES TO AGENDA

None

V. PUBLIC APPEARANCES

Representative Sal Esquivel and Mr. Russ McBride told the commissioners about their plans to get a Vietnam Memorial built and installed at the War Memorial site at Don Jones Park. This will be a replica of the traveling Vietnam Memorial Wall. They are seeking local approval (first from the commissioners and then City Council). Once they have local community support they will seek out corporate sponsors. Mr. McBride is a former Marine and Vietnam Veteran and works closely with veterans. He said this wall is healing for not only veterans but for society as a whole and would be the first one on the West Coast. They are working with American Veterans Traveling Tribute Inc. (AVTT) to have the replica made and the one they are interested in for Central Point would be an 80% replica (8' at the highest point tapering down to about 1 ½' x 360') with the current cost being \$300,000. The replica would include all 58,283 names that are on the original Vietnam Memorial Wall. They think the War Memorial at Don Jones is the perfect spot for the West Coast and it would bring many visitors to the area.

Deven made a motion to recommend this memorial to the City Council and Carl seconded the motion. All were in favor and it will be sent to City Council for their consideration.

VI. BUSINESS

A. Restroom cleaning contract

Jennifer said she requested quotes for restroom cleaning and the current contract will not be renewed as there were others who came in quite a bit lower. The new janitors (Pro Janitorial) offered us a savings of \$5,000 vs. the current janitors and they will start at the beginning of February.

B. Concession Stand in Don Jones Park

Jennifer we will be getting a new and larger ticket booth for the Battle of the Bones event and that it could also be used as a temporary/trial concession stand during the summer months at Don Jones Park. It would be placed north of the spray park area and the tennis courts/playground areas and we would only be able to sell prepackaged items but we could have a microwave outside of the booth for heating things up. Jennifer is looking to possibly recruit a few students from SOU to work at the booth and they would also be able to monitor the reservations and clean ups for the gazebos. Carl made a motion to approve setting up the concession stand at Don Jones this summer and Lee seconded. All were in favor and the motion passed.

C. Grant option approval for next biennium

Jennifer said the City will be going to a new two-year budget beginning this year which will be voted on in April.

- a. Willie Mott play structure - Jennifer stated the play structure in this park is broken and outdated so it is hard to get replacement parts so it is being replaced with a new play structure.
- b. Cascade Meadows play structure – Jennifer stated there is not enough money to replace this play structure so since it is the same play structure as the one being replaced in Willie Mott they will take the parts off that one to repair this one.
- c. Fall material at Flanagan & Forest Glen Parks – Jennifer stated the pea gravel is scheduled to be replaced at both of these parks.
- d. Permanent concession stand at Don Jones Park – As stated above in “**B**” there is a spot at Don Jones Park for a permanent concession stand. Jennifer is looked into the costs which run between \$72-75K.
- e. Bike Park – Jennifer stated a gentleman from Truckee California contacted her about the possibility of creating a bike park on the Boes property. Not a “pump track” as had been discussed in the past. This park would have trails with boulders and large rocks along with ladders and possible log drops and jumps. It would be for beginners, intermediates along with some features for advanced riders. It would mainly consist or dirt with some irrigation to water and maintain the jumps once a day to keep it safe to ride on.

D. Monarch Waysides – Greenway/Garden

Jennifer said at the last Greenway meeting she met Tom Landis who is working to re-establish the monarch butterfly population by creating waystations for them on their annual travel through our area up to Washington state and on their return trip down to California. Jennifer explained their life cycle and migration habits and that by establishing waysides containing milkweed and flowers we could help increase the monarch population.

E. KidVenture – State of our School – future?

Jennifer said the KidVenture program is status quo for right now and they are keeping afloat but they will be needing to look into this program to see if it will be needed in the future with the changes being discussed within the school system.

VII. OTHER BUSINESS

A. Upcoming meetings for 2015

The meeting dates scheduled for 2015 are: April 21, September 15 and November 17. She asked members to put these dates on their calendars and to let her know as soon as possible if there were any conflicts.

B. Run for Freedom Planning

Jennifer said there will be a 1 mile run added to the 5k and kid's run for this year's July 4th - Run 4 Freedom. Sign-ups are available on the City website with proceeds benefitting the Crater Foundation.

C. Grant Update – Van Horn Park

The playground equipment has been ordered and Jennifer has a contractor lined up to help with installation. She is going to have the community justice crew remove the pea gravel and she is hoping to have the project completed by the end of April.

D. Recreation Update

Jennifer said classes are going well and they're generating more revenue! She said the next class starting will be Mighty Mites basketball and they have approximately 60 kids signed up. The Spring RECreate guide will be out at in later March or early April.

E. Parks Update

Jennifer said is looking into the costs to hire another fulltime person versus just hiring the temp workers in the summer.

F. Cemetery Update

Jennifer said the "Friends of Central Point Cemetery" are scheduling and doing clean-up work at the cemetery. They are looking for funds (Approximately \$5K total) to have the necessary tree work done in the cemetery. The City is contributing \$1500 towards the costs.

G. Upcoming events –

Jennifer invited the commissioners to attend the upcoming events which include the

annual Egg Hunt on April 4th at Twin Creeks Park. We always have a good turnout for this event and it is fun to watch the children gather the eggs and participate in all of the other games and activities. We will be celebrating Arbor Week the first full week in April.

The event after Arbor Week is the Citywide Yard Sale being held on May 2 followed by the Memorial Day ceremony on May 25th at the War Memorial in Don Jones Park. The Friday Night Festivals start July 10 and end on August 14th with the first 3 being held in Pfaff Park and the remaining 3 in Twin Creeks. The Crater Cheer will be selling the popcorn this year to help them raise money.

H. Bike Fair

Jennifer said this year we will not be holding a separate bike fair as in previous years, instead we will partner with the school district and by taking the program to the schools we will have a captive audience and be able to reach more students.

I. Battle of the Bones Update – June 26-27

Jennifer said the Battle of the Bones is once again scheduled for Friday and Saturday only for June 26 and 27 in Twin Creeks Park. She asked members to think about volunteering at the event.

J. NRPA – Conference Sept 15-17 Las Vegas

Jennifer asked the commissioners to think about attending the National Recreation and Parks Association (NRPA) conference being held in Las Vegas this year. She said that it does not come to the west coast very often so it would be a good opportunity for at least one of the commissioners to attend. She said she will be signing up at the end of June and to let her know if you would be interested in attending or if you have questions and would like more information.

K. Miscellaneous

Mark asked about the arboretum project and Jennifer stated it is currently at a standstill. The well dried up so the City installed a water meter to keep the grounds watered. They have sent the plans to the brother and he has not responded with any suggestions for things he wants.

A driving range was also asked about and Jennifer stated there has been no further discussion about having one here in Central Point. She also mentioned that most of them seem to be going away and do not appear to be cost effective.

VIII. ADJOURNMENT

Mark moved to adjourn the meeting at 7:55 P.M. and all were in favor.

IX. NEXT MEETING: Tuesday, April 21, 2015 at 6:30 PM in the Council Chambers