

City of Falls City
Parks and Recreation Committee Meeting Minutes
Wednesday January 17, 2018 11:00 AM
Meeting Location: 320 N Main Street, Falls City, Oregon

Committee Members Present: Janelle Anzalone, Dennis Sickles, Lori Jean Sickles, John Hawkins, Dani Haviland

Staff Present:

Chairperson Anzalone called the meeting to order at 6:06 pm.

1) Roll Call

Chair Anzalone, Dani Haviland, Amy Bliss, Janet Propp. Lori Jean Sickles arrived during the Section 6) Old Business.

2) Pledge of Allegiance

None

3) Motion to adopt the entire agenda

A motion was made by Chair Anzalone and seconded by Committee Member Propp to adopt the entire agenda. Motion carried 4-0-0. Ayes: Janelle Anzalone, Dani Haviland, Amy Bliss, Janet Propp

4) Motion to adopt consent agenda

A motion was made by Committee Member (not recorded) and seconded by Committee Member (not recorded) to adopt the consent agenda. Motion carried 0-0-0. Ayes: (Not recorded)

D. Select Committee Chair and Secretary

A motion was made by Chair Anzalone and seconded by Committee Member L. Sickles that Committee Member Haviland be nominated as Committee Secretary. Motion carried 4-0-0. Janelle Anzalone, Dani Haviland, Amy Bliss, Janet Propp

A motion was made by Chair Anzalone and seconded by Committee Member Haviland that L. Sickles be nominated as Committee Chair. Motion carried 4-0-0. Janelle Anzalone, Dani Haviland, Amy Bliss, Janet Propp

5) Public Comments

none

6) Old Business

A. George Kitchin Park Host Update

A park host (per Resolution 25-2017) were discussed. The City Manager will negotiate the contract and interview with the host as well as establish required insurance. Chair Anzalone will research a possible 20% matching funds grant for new George Kitchin Park ADA bathrooms. Labor can be counted as part of the matching funds. Committee Member L. Sickles arrived and contributed to the discussion.

B. Park Master Plan Adoption Update

Passed and signed by Council.

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7) New Business

A. Park and Recreation Department Accomplishments

Accomplishments were discussed including the south parking lot of Michael Harding Park, creating a Parks Master Plan, becoming a Tree City USA with the Arbor Day Foundation, successful grant to pay for refreshments during the Solve/Arbor Day event, and researching contractors for new bathroom facilities at George Kitchin Park.

B. Consider Recommendation to City Council for adoption of new budget line item: Donations for Park Improvement

Committee discussed asking Council to approve putting a new line item on the water bill. This would add \$3.00 for parks and recreation development and maintenance. There will also be an opt-out option in case the utility customer does not want to contribute. This process would not take money from the city budget. Lori will present this proposal to Council.

C. Recreational Immunity Overview as it relates to Park improvements
Informational-

D. Consider recommendation for Fiscal Year 2018-2019 Park Projects and Funding Strategies.
Recreational Immunity was restored by Governor Brown. Cities still need to be proactive that parks and recreational areas are safe.

E. Recreational Immunity Restored
Recreational Immunity was signed back into force by Governor Brown. Cities should remain proactive keeping parks and recreational areas safe.

8) Correspondence, Comments and Ex-Officio Reports

9) Committee Announcements

Committee decided the next park and recreation committee meeting would be February 21, 2018 at 6:30pm

10) Adjourn

The meeting adjourned at 6:30 pm.

_____ Parks Committee Chair L. Sickles

Attested: _____ Parks Committee Member _____

City of Falls City
Parks and Recreation Committee Meeting Minutes
Wednesday February 21, 2018 6:00 PM
Meeting Location: 320 N Main Street, Falls City

Committee Members Present: Jill Anzalone, Dani Haviland, Lori Jean Sickles

Staff Present:

1) **Roll Call**
Meeting cancelled the meeting due to no quorum. Absences included; Amy Bliss , Dennis Sickles, John Hawkins. Janet Propp was excused.

2) **Committee Announcements, Comments and Ex-Officio Reports**

Next Parks and Recreation Committee meeting: Wednesday March 14, 2018 at 6:00 PM

_____ PR Committee Chair Lori Jean Sickles

Attested: _____ PR Committee Member

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City of Falls City
Parks and Recreation Committee Meeting Minutes
Wednesday March 14, 2018 6:00 PM
Meeting Location: 320 N Main Street, Falls City

Committee Members Present: Jill Anzalone, Dani Haviland

Staff Present:

- 1) Roll Call**
Meeting cancelled the meeting due to no quorum. Absences included; Janet Propp, Amy Bliss , Dennis Sickles, John Hawkins. Lori Jean Sickles was excused.

- 2) Committee Announcements, Comments and Ex-Officio Reports**

Next Parks and Recreation Committee meeting: Wednesday April 18, 2018 at 6:00 PM

_____ PR Committee Chair Lori Jean Sickles

Attested: _____ PR Committee Member

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AGENDA REPORT

TO: PARKS AND RECREATION COMMITTEE
FROM: JOHANNES BIRR, CITY CLERK
SUBJECT: PARK AND RECREATIONS SUMMER DISCUSSION ON PARK IMPROVEMENTS- JILL ANZALONE
DATE: 02/05/2018

SUMMARY

Park improvements should be identified and prioritized for the year of 2018. A major project committee is working on is building American Disabled Act (ADA) compliant bathrooms in Michael Harding Park. ADA has specifications such as door widths between 32 and 48 inches wide. Counter heights/widths/knee depth, toilet measurements, lever requirements etc.

Committee Member Jill Anzalone has identified and is pursuing a 20% matching fund grant and will verbally update Committee.

Some items have been donated that would help with other aspects of park improvements and beautification.

BACKGROUND

The upper park bathroom has experiences heavy use and repeated vandalism. The main problem has been huge messes of mud, shooting drugs and taking all of the toilet paper. Under normal use, the bathrooms lose two rolls of paper per day to attrition. The septic tank was pumped in 2017 because of needles flushed down the toilet.

Maintenance on the bathrooms has been taking a great deal of Public Works time to clean and repair. This in turn costs the City much-needed funds for park improvements and regular maintenance needs. During the August 2017 Council meeting, it was discussed to possibly close the bathrooms other than for events and use a porta potty.

PREVIOUS COMMITTEE ACTION

N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

N/A

STAFF RECOMMENDATION

N/A

EXHIBIT

N/A

PROPOSED MOTION

N/A

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AGENDA REPORT

TO: PARKS AND RECREATION COMMITTEE
FROM: JOHANNS BIRR, CITY CLERK
SUBJECT: DONATIONS THROUGH UTILITY SYSTEM FOR PARK IMPROVEMENTS
DATE: 02/05/2018 (UPDATED)

SUMMARY

Committee has discussed the possibility of placing the option of allowing customers to participate in a monthly donation of \$3.00 to go toward Parks Department funding. The customer could also opt-out.

Staff could definitely create a code within the utility billing system to apply only to those accounts that wish to participate. It would be assigned the appropriate monetary value.

Staff researched and found there is no available area on remittance stubs to add verbiage. The program will not produce boxes to check nor will it accept symbols to be pasted from Word. CUSI remoted in the backdoor (staff does not have access) and explained due to the arrangement of the text boxes, it is impossible to add.

BACKGROUND

PREVIOUS COMMITTEE ACTION

N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

N/A

STAFF RECOMMENDATION

Insert a colorful 1/3 page form to utility bills with a brief explanation that would allow customers to mark the appropriate box and return it to City Hall. This would take 152 sheets of paper at \$0.02 each, for a total of \$3.04 and a bit of toner. The returned forms would then be stored in the corresponding properties street file at City Hall as back up documentation for the added charge on the utility system.

EXHIBIT

N/A

PROPOSED MOTION

N/A

pb

AGENDA REPORT

TO: Parks and Recreation Committee and Public Works Committee
FROM: Johanna Birr, City Clerk
SUBJECT: Spring Clean – Saturday June 2nd 8 AM - 2 PM Old Mill Lot
DATE: 04/05/2018

SUMMARY

Event date: Saturday June 2, 2018 from 8 AM to 2 PM at the Old Mill Lot

The event is free of charge, except for tires; Molalla Tire charges will remain the same as 2017 fees. Republic Services, Molalla Tire, Polk County Work Crew, EJ Property Cleaning and Recycling & Bo Johnson have confirmed their participation.

Electronic waste will be collected this year by Republic Services. Overall, tonnage is unknown due to new management. Mr. Davis will track tonnage at future events for our records and reports.

Results from past Spring Clean Events:

Category	Vendor	2012	2013	2014	2015	2016	2017	Increase/ (decrease)
Metal	Republic Services	11,000	7,800	11,800	23,120	16,160	3- 40 yrd. boxes	
Junk	Republic Services	60,800	46,600	42,400	57,020	25,620	8- 40 yrd. boxes	
Tires Numbers	Molalla Tire	667	730	336	413	278	unknown	
Electronics	Republic Services	3,722	3,333	5,265	n/a	n/a	2 pallets	
Electronics	Mayor Ungricht				Flatbed	n/a		
Appliances	Republic Services						1- 40 yrd. box	

Volunteers are needed: Loading tires, unloading metal / junk, senior /disabled curbside pickup and traffic control.

Volunteer Release Forms: Volunteers are required to sign a Volunteer Release Form at the beginning of the event, with the exception of Falls City Firefighters, staff, Committee/Commission Members, City Councilors and County Crew.

Tires: Molalla Tire has committed to collect tires at the event. Jay Epperson will ask Falls City Volunteer Firefighters to help load tires. Additional volunteers are always welcome.

Senior and disabled curbside pickup: Polk County Crew, Bo Johnson, EJ's Property Cleaning and Recycling. Volunteers are welcome.

Pizza: Papa Murphy's Pizza in Dallas has generously donated multiple family size pizzas. Please thank them for their generous support when visiting Papa Murphy's Take & Bake on Ellendale Ave in Dallas.

Amy Houghtaling and her family has volunteered to cook pizzas again this year.

Water and Fruit: Republic Services will donate Gatorade, water, granola bars and fresh fruit!

Donuts: The City will purchase donuts for the event and supply water.

Gloves: The City provides gloves to volunteers.

PREVIOUS COMMITTEE ACTION

Last year's event was a great success with the help of volunteers.

STAFF RECOMMENDATION N/A

EXHIBIT N/A

PROPOSED MOTION N/A

