



**MINUTES**

Wednesday, July 1, 2020

6 p.m.

REMOTE

**Approved:**

CALL TO ORDER

Jill Van Buren called the meeting to order at 6:05 p.m.

Commissioners present                    Jill Van Buren, Stacie Wyss-Schoenborn, Kathie Rex, Will Sheppy,

Commissioners absent:                    Matt Wadlington (excused), Russ Allen (excused),

Staff present:                                Kim Lyddane, Parks & Recreation Director; Rose Lacey, Recreation Programs Supervisor; Debbie Little, Administrative Services Coordinator

APPROVAL OF MINUTES

March 4, 2020

MOTION: Sheppy moved to adopt the minutes as presented. Wyss-Schoenborn seconded the motion, which passed 4-0.

ACTION ITEMS

- a. New Officers  
    Moved to next month

BUSINESS FROM THE PUBLIC

- a. None

DISCUSSION ITEMS

**6:06 p.m.**

- a. Adopt a Park  
    VanBuren provided a brief update on Adopt a Park. 20 of the 36 parks have been adopted by volunteers. A volunteer has taken on the tasks of graffiti removal in several locations. Brief discussion followed.

REPORTS AND UPDATES

- a. Capital project update **6:14 p.m.**

Lyddane reviewed the capital project summary.

East Albany Park: Staff recommended pushing back construction a year due to COVID-19/budget related issues.

Park Master Plan: MIG provided a list of recommendations based on surveys and Task Force feedback. Nearly 100 projects were identified at an estimated price of \$134 million \$92 million would be SDC eligible. Currently we have under \$1.8 million in the SDC budget.

Pickleball courts: Original project budgeted \$300,000. North Santiam Paving was awarded the bid. Unforeseen issues were discovered during groundbreaking, resulting in a \$154,000 change order. Staff

worked with the architect and contractor to review changes and modify the design to meet a \$339,000 budget. Estimated completion fall 2020. Brief discussed followed.

b. COVID-19

Lyddane provided an update on the department status due to COVID-19.

- The Senior Center, Maple Lawn Preschool, Trips and Tours, most recreation classes and COOL Pool and park restrooms are all still closed.
- Several staff have been furloughed.
- Normal seasonal hires are greatly reduced.
- Playgrounds, Pickleball courts, tennis courts and softball opened Mid-June, but basketball hoops are still down.
- Staff are looking at cost saving measures for the future, as revenue has been lost and sponsorships are down as well.
- Albany Community Pool and some adult recreation classes are operating on a limited capacity with advance registration.

c. Budget forecast

Lyddane provided an update on the department budget.

- The department is looking at a \$1.1 million shortfall in the next biennium.
- Rob Romancier, aquatics manager, has retired after 26 years of service. His position will not be filled at this time based on budget issues.
- Staff are looking at programs and services that might be affected by the shortfall.
- Park Maintenance crews are working on ongoing maintenance and additional needs in the parks with less seasonal staff.

d. Staff reports

Lacey provided an update on recreation programs.

- Staff have created several opportunities for engagement during the COVID-19 shut down.
- Participation has increased on the department's social media platforms.
- Front porch photos and graduation photos were very popular.
- The senior newsletter was distributed through a drive by opportunity.
- A friendship line has been created for seniors, and provided staff contact by phone for wellness check-ins.
- Several virtual opportunities have been created which include bingo, fun run/walk, Family Fridays, Adventure Tuesdays, Summer Music Celebration (virtual spirit of River Rhythms).
- Fun in the Park – To Go (a drive thru experience), will start July 8 in Bryant Park.
- Staff participated in weekly neighborhood parades with first responders.

Lacey will be taking over supervision of Maple Lawn Preschool and is working with GAPS regarding changes that will be needed in the fall due to COVID-19. Brief discussion followed.

BUSINESS FROM THE COMMISSION

7:00 p.m.

Van Buren noted that Barnett is a wonderful help to the Adopt a Park program.

Lyddane noted that several staff members are part of the City's Emergency Operations Center dealing with the pandemic. Little has been primary on supplying departments with sanitation supplies.

The department has received an initial reimbursement from FEMA for damages sustained during the spring 2019 flood. Two more distributions are expected.

NEXT MEETING DATE: Wednesday, August 5, 2020

ADJOURNMENT

The meeting was adjourned at 7:03 p.m.

Submitted by,

*Signature on file*

Debbie Little  
Administrative Services Coordinator