



PARKS & RECREATION COMMISSION



AGENDA

Wednesday, October 7, 2020

This meeting will be conducted virtually. At 6:00 p.m., join the meeting at:

<https://global.gotomeeting.com/join/821047813>

You can also dial in using your phone: [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 821-047-813

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - a. August 5, 2020
4. SCHEDULED BUSINESS
 - a. Business from the Public

Persons wanting to provide comment to the commission under "business from the public" must send comments by email to debbie.little@cityofalbany.net. Please limit comments to one page and include your name and address. Emails received before noon on the day of the meeting will be included in the record.
 - b. Action Items
 - 1) New Officers – Election of Chair & Vice-Chair
 - c. Discussion Items
 - d. Reports and Updates
 - 1) Capital Projects Update
 - 2) Program Staff Reports
5. BUSINESS FROM THE COMMISSION
6. NEXT MEETING DATE: Wednesday, November 4, 2020
7. ADJOURNMENT

Microphones will be muted and webcams will be turned off for presenters and members of the public unless called upon to speak.

If participant(s) disrupt the meeting, the participant(s) microphone and webcam will be turned off.

If disruption continues, the participant(s) will be removed from the meeting.

Due to Governor Brown's Executive Orders limiting public gatherings during the COVID-19 pandemic, this meeting is accessible to the public via phone and video connection.

cityofalbany.net





MINUTES

Wednesday, August 5, 2020

6 p.m.

REMOTE

Approved:

CALL TO ORDER

Lyddane called the meeting to order at 6:02 p.m.

Commissioners present Stacie Wyss-Schoenborn, Katie Rex, Will Sheppy, Matt Wadlington

Commissioners absent: Russ Allen (excused), Jill Van Buren

Staff present: Peter Troedsson, City manager; Kim Lyddane, Parks & Recreation Director;
Rose Lacey, Recreation Programs Supervisor; Rick Barnett, Parks & Facilities
Maintenance Manager; Debbie Little, Administrative Services Coordinator

Guest present: Cindy Mendoza, MIG (park master plan contractor)

APPROVAL OF MINUTES

July 1, 2020

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

ACTION ITEMS

6:05 p.m.

- a. New Officers
Sheppy nominated Allen for Chair and Van Buren for Vice-Chair. Vote tabled till next meeting when Allen and Van Buren can be present.

BUSINESS FROM THE PUBLIC

- a. None

DISCUSSION ITEMS

- a. None

REPORTS AND UPDATES

- a. Capital project update **6:10 p.m.**

Cindy Mendoza provided an update on the Park Master Plan status, which includes prioritizing projects, identifying funding partners, and creating an action plan.

- b. COVID-19 **6:20 p.m.**

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

- The Senior Center, Trips and Tours, most recreation classes and COOL Pool and park restrooms are all still closed.
- Staff are trying to offer more virtual programs, planning for fall.
- 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

6:23 p.m.

Troedsson provided an update on the City's and Parks & Recreation budget outlook.

- The Parks & Recreation department is looking at a \$1.1 million shortfall in the next biennium.
- City was looking at a utility tax prior to COVID-19 to help fill the shortfall.
- Looking at continuing impact of COVID-19 on TLT revenue and other City resources.
- Current shortfall indicates staff impacts of possibly 30 FTE which will result in program and service reductions.

Lyddane provided an update on the department budget outlook

- Rob Romancier, aquatics manager, has retired after 26 years of service. His position will not be filled based on budget issues.
- Looking at 5.5 FTE staffing reductions
- Possible elimination of the adult sports program, modified format for community events, and reduced park maintenance services like irrigation.
- Staff are looking at programs and services that might be affected by the shortfall.

Wyss-Schoenborn noted the Parks & Recreation Foundation is a potential outlet for community members to step up and contribute. Members are needed.

d. Staff reports

7:01 p.m.

Lacey provided an update on recreation programs.

- Staff have created several opportunities for engagement during the COVID-19 shut down.
- Fun in the Park – To Go (a drive thru experience), in Bryant Park is seeing 350-500 kids a week.
- Camps are operating at a reduced capacity.
- Participation has increased on the department's social media platforms.
- Several virtual opportunities have been created which include bingo, fun run/walk, Clue, Family Fridays, Summer Music Celebration (virtual spirit of River Rhythms).
- Maple Lawn Preschool opening is postponed until January 2021.
- Staff are looking into providing more engagement activities for the senior population.
- Fall programming is underway.
- The fall Activate will be sent to a smaller targeted population to save money on printing and postage.
- Ellie Munson, office personnel at the Senior Center, is retiring at the end of August. She has worked for the department for over 18 years. A drive-by farewell will be August 13, 2020 from 1:00-3:00 p.m. in the Senior Center parking lot.

Barnett provided an update on Park Maintenance.

- Crews are working on ongoing maintenance and additional needs in the parks with less seasonal staff.
- Staff have done a great job implementing cost saving options while keeping the parks, trails and open spaces maintained.

BUSINESS FROM THE COMMISSION

7:12 p.m.

Lyddane noted that the Disc Golf Club of Albany has donated and installed new baskets along with handmade wood signs at Bryant Park. They also provide a lot maintenance for the course annually.

NEXT MEETING DATE: Wednesday, September 2, 2020

ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

Submitted by,

Debbie Little
Administrative Services Coordinator

Capital Projects Report

| PROJECT | STATUS | PROJECTED COMPLETION DATE | NOTES |
|--|--|--|-------------------------------------|
| East Albany Neighborhood Park Acquisition--Timber Ridge area | 1.8-acre site acquired adjacent to Timber Ridge School; preliminary design back. GAPS reviewed at 9/23 board meeting. Staff pushing back recommendation for construction to summer 2022 due to covid-19/budget related issues. | Development indefinitely delayed, pending O&M funding plan | Parks SDCs |
| Timber Linn Park soccer field improvements | Final phase of grading, irrigation awaiting action by AYSO | TBD | AYSO irrigation, City grading |
| East Thornton Lake Natural Area development Ph 1 | Design pending. Will look at improvements once the Master Plan is complete. | Development indefinitely delayed, pending O&M funding plan | SDCs, donations, State grant |
| Parks Master Plan update | MIG provided a list of recommendations based on surveys and Task Force feedback. Nearly 100 projects identified broken into short (0-5 years), medium (5-10 years), and long (10+ years) term goals. Working to update the SDC methodology with City staff. Plan and updated SDC methodology to go to Council in January for review/adoption. | FY 2019-20 | Funding from Parks Fund, Parks SDCs |
| Pickleball Courts phase 2 | Originally budgeted \$300,000. Engineers estimate was \$303,000. Three companies bid between \$329,888-\$345,855.50. North Santiam Paving was the winning bid. Started construction in April. Had to stop due to discovers during groundbreaking. Resulted in a \$154,000 change order. Worked with Reece and associates & NSP to review changes. Modifying design to meet the \$339,000 budget. Estimated completion fall 2020. | FY 2018-20 | Parks SDCs, private funds |
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