



AGENDA

Wednesday, March 2, 2022

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

<https://council.cityofalbany.net/groups/prc/zoom>

You can also dial in using your phone: +1 253 215 8782

Meeting ID: 862 5475 5633

Passcode: 946648

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.

1. CALL TO ORDER

2. ROLL CALL

3. 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.

4. APPROVAL OF MINUTES

a. February 2, 2022

5. SCHEDULED BUSINESS

a. Discussion Items

1) Proposed Meeting Schedule and Format

a. February, March, April, May, June, August, October, November

b. Virtual or in person after April

2) SDC Methodology and Fee Setting Update

3) Upcoming Projects and Engagement Opportunities for Commissioners

b. Action Items

1) None

c. Reports and Updates

1) Capital Projects Update

2) Program Staff Reports

6. BUSINESS FROM THE COMMISSION

7. NEXT MEETING DATE: Wednesday, April 6, 2022

8. ADJOURNMENT

Due to the COVID-19 pandemic, the Parks & Recreation Commission will meet virtually. This meeting is accessible to the public via phone and video connection. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at Debbie.little@cityofalbany.net or 541-917-7778.



MINUTES

Wednesday, February 2, 2021

6 p.m.

REMOTE

Approved: Draft

CALL TO ORDER: Allen called the meeting to order at 6:02 p.m.

Commissioners present: Russ Allen, Matt Wadlington, Aaron Falotico, Stacie Wyss-Schoenborn, Jim Vaughn, Jill Van Buren

Commissioners absent: None

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

APPROVAL OF MINUTES 6:05 p.m.
December 1, 2021

MOTION: Falotico moved to adopt the minutes as presented. Wyss-Schoenborn seconded the motion, which passed 6-0.

DISCUSSION ITEMS 6:07 p.m.

- a. SDC Update
 - Lyddane gave a brief update on the proposed SDC methodology. The required 90-day public notice will go out at the end of February with the public hearing in May. Brief discussion followed.
- b. City Service Fee Project List 6:10 p.m.

Lyddane presented an overview of the project list for the department. Brief discussion followed.
- c. Meeting Schedule 6:28 p.m.

Lyddane inquired if the current meeting schedule is necessary or would a reduced number meet the needs of the commission. Brief discussion followed.

A proposed meeting schedule will be presented next meeting.

ACTION ITEMS

- a. New Officers – Election of Chair & Vice-Chair
Wyss-Schoenborn nominated Allen for Chair and Wadlington nominated Van Buren for Vice-Chair. Vote 6-0.

REPORTS AND UPDATES 6:45 p.m.

- a. Capital Projects

Timber Ridge- construction postponed to summer 2023 due to COVID-19 and budget related issues.

Timber Linn- irrigation and seeding delayed due to supply chain issues prior to the weather changing.

Henderson & Deerfield - discussing park design and timeline with landscape architects.

East Thornton Lake Natural Area- Allen noted that the absence of basic amenities prevents usage by others outside the immediate neighborhood.

b. Staff reports

6:50 p.m.

Lyddane provided a report on recreation and park maintenance programs.

- The Riverfront Community Center will open on February 14, 2022. A grand opening is being planned for late March.
- Spring Activate Guide will be mailed out early March.
- Summer planning has started, bringing back the fifth concert for River Rhythms.
- Aquatics operating smoothly with lessons and classes taking place. Hiring Lifeguards consistently throughout the year to ensure staffing levels are maintained.
- Natural Resources Specialist interviews are in process.
- Park Maintenance staff are focusing on turf work and pruning.
- 200 new and replacement trees are scheduled to be planted.
- Quotes for a roof replacement for the Park Maintenance shop are due February 16, 2022.
- Supply chain issues have caused delays in receiving product as well as price increases.
- Currently conducting interviews for a Park Services Officer.

BUSINESS FROM THE COMMISSION

Falotico inquired about the Heritage Apple Trees. Lyddane noted the final results regarding the age and type of trees have not come yet, and will provide an update when the information comes in.

Falotico asked about the revenue from the sale of surplus properties, Hazelwood Park and the North Point property. Lyddane noted it goes directly into the Parks & Recreation revenue budget.

NEXT MEETING DATE: Next meeting will be Wednesday, March 2, 2022.

ADJOURNMENT

The meeting was adjourned at 7:00 p.m.

Submitted by,

Reviewed by,

Debbie Little
Administrative Services Coordinator

Kim Lyddane
Parks & Recreation Director

Capital Projects Report

PROJECT	STATUS	PROJECTED COMPLETION DATE	NOTES
Timber Ridge Park Development	1.8-acre site acquired adjacent to Timber Ridge School; preliminary design back. Recommendation for construction to summer 2023 due timing, construction costs, and property line adjustments. Memo sent to GAPS regarding property line adjustment.	Fall 2023	Parks SDCs
Timber Linn Park soccer field improvements	Grading completed. Irrigation and seeding in the spring due to supply chain issues prior to the weather changing.	Spring 2022	AYSO irrigation, City grading
East Thornton Lake Natural Area development Ph 1	Design pending. Will look at improvements once the Master Plan is complete. Cost for a 10 car parking lot on the west side of the property estimated at \$400,000.	Development indefinitely delayed, pending O&M funding plan	SDCs, donations, State grant
Henderson Park Playground Replacement	Discussing park design and timeline with Lango Hansen Landscape Architects.	Spring 2023	\$175,000 budgeted
Deerfield Park Playground Replacement	Discussing park design and timeline with Lango Hansen Landscape Architects. Installing a temporary nine hole disc golf course in April. Will collect feedback from community. Will remove in the fall and determine if it should be added to 2024-2025 planning materials.	TBD FY24-25	\$250,000 budgeted; likely need closer to \$400,000 to update whole park.