

CITY OF SALEM
PARKS AND RECREATION ADVISORY BOARD (SPRAB)
AGENDA
August 13, 2020 – 5:30 to 7:00 p.m.

**BOARD MEMBERS, CITY STAFF &
UPCOMING MEETINGS**

BOARD MEMBERS

Dylan McDowell, Chair
Micki Varney, Vice Chair
Alan Alexander
Tony Caito
Diana Dickey
Woody Dukes
Dave Fridenmaker
Keith Norris
Paul Rice

CITY STAFF

Robert Chandler, Assistant Public
Works Director

Mark Becktel, Operations Division
Manager

Patricia Farrell, Parks and Natural
Resources Planning Manager

Jennifer Kellar, Parks and Recreation
Services Manager

Becky George, Recreation Supervisor
Milan Davis, City Urban Forester
Toni Whitler, Parks Planner & Board
Liaison

UPCOMING MEETINGS

- September 10, 2020, 5:30 p.m.
Two Hearings: Appeals for Tree
Removal Permit Approvals

LINKS

BOARD WEB PAGE:

<https://www.cityofsalem.net/Pages/parks-and-recreation-advisory-board.aspx>

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. MINUTES
5. BOARD ITEMS/PRESENTATIONS
6. INFORMATION REPORTS
 - a. Urban Forestry Report – Milan Davis
 - b. Parks Planning Update – Patricia Farrell
 - c. Parks Operations Update – Jennifer Kellar
 - d. Recreation Services Update – Becky George
7. NEXT MEETING
 - a. September 10, 2020
8. ADJOURN

Information Reports Packet

1. Urban Forestry Report – Milan Davis, Urban Forester
2. Parks and Natural Resources Planning Report – Patricia Farrell, Parks and Natural Resources Planning Manager
3. Parks Operations Report – Jennifer Kellar, Parks Operations and Recreation Services Manager
4. Recreation Service Report (Includes Salem Awakenings Update) – Becky George, Recreation Services Supervisor
5. Parks Damage Report for June & July 2020

Parks Ops Urban Forestry Report August 2020

Don Gunther and Johnny McDougal are still working on the City of Salem street tree inventory on the Salem Maps GIS. Currently we have inventoried 10,916 locations, 9240 existing trees, 1535 available planting locations.

The Urban Forestry Division has received 123 Service Requests from July 17th – August 10th, 2020
96 of those requests have been closed.

We are still watering all the city street trees planted in 2019 and 2020 and will continue on the schedule through September. We are now using 20 gallons per tree and have visited the 228 trees planted 4 times each as of today.

We have removed over 333 trees thus far in 2020 and have over 40 trees scheduled for removal over the next two months, most of these trees were identified through the ongoing Street Tree Inventory.

We specified 40 locations for the Friends of Trees to plant on Campbell Dr SE, and we are working internally to start planning the for the upcoming planting season.

We were able to spend three days with the Salem Fire department Rescue Ropes Team at Station 4 on July 14th -16th on Aerial rescue techniques and scenarios. We scheduled a follow up training with the Salem FD for October 6-8th where we will be performing aerial rescue events from a tree. This will be to simulate an rescue from high up in a tree.



We are saying goodbye to one of our crew leaders Joseph Wilson, who has been a great asset to the city tree crew. His last day is August 14th. We have posted a job listing for his replacement and it is currently open to the public.

Parks and Natural Resources Planning Update – August 2020

Eagle's View Park master plan was adopted by City Council July 27. Report is being finalized.

Geer Park is receiving a master plan update for 20 undeveloped acres. The first virtual open house has been completed. Consultants are now preparing three design alternatives for the next open house, tentatively scheduled for September 19. New amenities may include a skate park, ballfields, trails, playground and shelter.

Bush Pasture Park and Deepwood Cultural Landscape Management Plan first virtual stakeholder meeting was July 15. Woody Dukes represented SPRAB at the meeting. The first public virtual open house will be going live August 17 with online survey.

Woodmansee Park master plan update first virtual open house had 132 respondents. Team also conducted personal interviews with key stakeholder groups such as South Salem Connect, SKSD, and adjacent businesses. Consultants are now working on summary of first open house and design alternatives for park master plan. Second open house scheduled for early October.

Secor Park construction is underway and going smoothly. The Contractor's initial schedule shows the majority of the work finished by the end of September with landscaping and restoration being completed in October.

Climate Action Plan has begun, and consulting company is Verdis Group. The plan will provide a roadmap for how the city, local businesses, and residents can reduce greenhouse gas emissions and adaptations to climate change for a more resilient community. A task force will be formed with representatives from different sectors.

Willamette Slough Ludwigia

First treatment went well and response from public was positive. Second follow up treatment is planned for the end of the summer. Notices have been posted in Minto, Wallace and Riverfront Parks. Staff from City and Willamette Riverkeeper will be on hand most days to answer questions from the public. The Willamette Slough is scheduled for treatment for three years. In an effort to determine the effect of treatment, we will be taking drone footage of the slough before and after the summer treatments.

Parks Operations Update – August 2020

COVID-19 Pandemic – Phase II All parks amenities are now open in our parks system, with the exception of splash pads. Splash pads will continue to remain closed for the unforeseeable future due to sanitization requirements. Our parks splashpads, unlike pools, do not have a chlorination filtration system for sanitization protocols.

Continuation of current sanitization practices and refuse pick-up. Increased refuse dumpster pick-up by from 3 – 4 days per week at Wallace Marine Park due to increasing amounts of usage and campers.

IPS Training currently occurring relative to use of IPS application during application testing period. New devices are continuing to be received to facilitate usage of this application by field staff.

Community and Sun Gardens Had meeting with Marion-Polk Food Share regarding community garden agreements and associated garden coordinators. I am working on updating all existing garden agreements to better define roles and responsibilities as all agreements are currently expired.

COS-SKSD Maintenance Agreement Draft agreement currently with SKSD for final review. Awaiting their final comments to finalize and implement maintenance agreement. Will follow-up with SKSD designee regarding status of their review.

Mission Street Parks Conservancy Memorandum of Understanding Final draft being reviewed by Legal Department. Next step would be for the MOU to come to both SPRAB and City Council for approval. Current agreement expired July 31, 2020.

Project Updates

- 1) Riverfront Park
 - a. Awaiting permits for north bathroom project. TBD on project start date due to permit issue.
 - b. Riverfront Park Amphitheater project began Monday, July 6, 2020. Lots of excavation and grading taking place. Irrigation landscape work to begin within next couple of weeks.
- 2) Orchard Heights
 - a. Tennis court rehabilitation project actively taking place. Project scheduled to be completed beginning part of September 2020.
- 3) Wallace Marine Park
 - a. Working with playground manufacturer to replace existing playground equipment located adjacent to soccer fields due to safety issues.

- 4) Rees Park
 - a. Working with playground manufacturer to replace existing playground equipment due to safety issues.
- 5) Bush Park – Upper Leffelle
 - a. Working with playground manufacturer to replace swing set that was removed due to safety issues.
- 6) Salem Parks Improvement Fund (SPIF) and Salem Parks Foundation (SPF)
 - a. With the beginning of FY 21, items have been ordered and construction work scheduled for identified SPIF and SPF projects. Current year projects are referenced below:

Salem Parks Improvement Fund (SPIF)

- Stephens-Yoshikai Park Amenities
- Clark Creek Park Landscape Restoration (adjacent to playground)
- Sunnyslope Park Multi-Purpose Court Improvements
- Daniel Chandler Nature Park Trail Improvements
- Lansing Park Virginia Barker Memorial Bench

Salem Park Foundation (SPF)

- Thorp Park Information Kiosk
- Aldrich Park Basketball Court
- Nelson Neighborhood Park Bench
- Brown Road Park Garden

Parks and Recreation Advisory Board Meeting

August 2020

Recreation Update

1. Events/Facility Use

- Public Works Office, Room #325 of City Hall, opened to the public on July 6, closed again on July 17, and remains closed. Permit Specialist staff in the front office are working remotely but are answering phones (M-F, 8 am to 5 pm) and assisting customers via email and our online payment system.
- The majority of facility reservations for both smaller private activities and larger community events have been cancelled, primarily by the permittee.
- At the beginning of July, City management and legal staff determined the venue operator must provide a contact tracer/social distancing monitor for every 50 people. Due to current staffing levels the City decided it would not accept new facility rentals but would honor existing reservations as long as they had no more than 50 people and provided a list of attendees to the City in advance of the activity.
- There were two permit reservations, both at Riverfront Park, that were ongoing/reoccurring (had multiple use dates) and were cancelled and issued refunds – Salem Awakenings church event and a Yoga class. The Salem Awakenings church event was scheduled every evening, 5-9 pm from Father's Day to Labor Day. They had used 16 dates and were scheduled for 56 more. The yoga class had used one of its six dates.
- Permit Specialist staff have successfully contacted all existing August reservations and have begun calling September reservations this week.

2. Youth Recreation Programs

- STRIDE – Held the fourth event of the season on August 8 at Riverfront, Wallace and Minto. The half marathon was cancelled but the 10K and 5K were held. Rolling start times were held with only 20 people being able to register for each time. Twenty-five people participated. Face coverings were worn by staff throughout the event and by participants at the start and finish line. The next event will be a 5K held on Saturday, September 5 at Bush's Pasture Park.
- Summer Programs – Some programs have continued this summer. We have been getting multiple compliments from kids, parent/guardians, and even the City Manager about how much they appreciate us offering the programs, that the instructors are doing an amazing job, and they recognize and are thankful for the focus placed on safety and pandemic protocols.
 - We changed the format of our programs to allow for pods of no more than 10 participants. They stay with same instructor for each day/program.
 - Our most popular program is Summer Parks. This is a day camp for kids ages 5-12, from 1-4 pm, that is being held at two sites (Englewood and Sumpter Park) on a Monday through Thursday basis through next week. We have consistently been serving 70 kids each week (35 at each site) since the week of July 6.
 - City staff have also been leading sport programs in tennis, soccer, and basketball this summer. These programs take place outdoors on city park property.
 - Youth recreation also offered a Junior Park Ranger camp this summer. This activity is a multiple day program lead by the City of Salem Park Ranger with support from Oregon Department of Fish and Wildlife. Fifteen kids have been served in this program.
 - This summer, youth recreation also increased the number of contract programs offered. These programs are not lead by City of Salem staff, but rather a representative from the business we have an agreement through. Here is a quick overview of the contract classes that have occurred this summer:

- Golf Camp – We held our first golf camp on Tuesdays in July thorough McNary Golf Club. They alternated using the golf club and Willow Lake Golf Center and Driving Range for the eight participants ranging in age from 8 to 16.
- Self Defense – We also held our first youth self-defense classes. These were held at Geer Park and Sumpter Park. Class size was limited to 10 participants and we served 8 in each time slot/park.
- Ninja Camp – This is the second year we offered this camp, but the first time we have held it (we didn't get enough participants to hold the camp in 2019). This camp is taking place this week at Pringle Hall/Park with 20 youth participants.

3. Softball and Kickball Leagues/Tournaments

- Leagues – Adult slow pitch softball and kick ball leagues are ongoing. There are player limits, no spectators in the complex, phased game times, dugout extensions, player check-in for contact tracing and regular cleaning and sanitizing occurring. Beginning July 24, the State of Oregon/Oregon Health Authority has required players to wear masks while in the complex and on the field. Softball and kickball leagues are expected to end by September 30. Have tournaments scheduled through second weekend in October.
- Tournaments – Tournaments are held on the weekends, usually either adult slow pitch or youth fastpitch, and are a combination of city run and rentals (tournament run by an outside entity). Weekend tournaments began June 27-28 and have continued for six weeks through August 1-2. Last weekend, August 8-9 was the first tournament that was canceled due to COVID-19. This adult slow pitch tournament cancellation was a result of a travel ban placed on teams from Washington State. In place of hosting the tournament, city recreation staff performed a full facility cleaning on Saturday. They also hung banners on the outfield fences to keep spectators viewing from outside the complex social distant. This weekend August 14-16, the “star” complex will host the first youth baseball tournament in five years. West Coast Premier Tournaments has the facility reserved for Oregon teams only to participate.
- Facility Operation - Changes for COVID- 19 continue to be well received and include new signage throughout park, hand sanitizer in dugouts, dug outs sanitized between games, restrooms wiped down consistently and fully cleaned every hour, limiting the number of people in restrooms, one way direction when entering/exiting facility, requiring teams to exit park as soon as game ends, and modifying game times to allow time for cleaning and teams to exit/enter separately.

Responses to SPRAB Regarding Salem Awakenings at Riverfront Park – August 2020 SPRAB Meeting

- 1) **Encouraging drop-in use** – The term “drop in” in the original response email to SPRAB is implying that areas are available on a first-come-first-serve basis. This “encouragement” from City management to utilize this approach is predicated that the City currently does not have staffing levels to ensure compliance with the Governor and Oregon Health Authority guidelines for permitting events due to the adherence of needing to provide social distance monitors/sanitation cleaners on the extensive scale that Salem Awakenings was requesting to hold their event(s). The allowance of drop-in use provided an alternate option which allowed Salem Awakenings to hold their event, on the scale they were requesting, within adherence to the Governor’s and Oregon Health Authority guidelines.
- 2) **Stressing the importance of taking precautions** – There were several discussions regarding this topic between City of Salem staff and the Salem Awakenings group leading up to the initial issuing of the permit. The Coronavirus is why this request existed to begin with. When issuing the permit, it was noted on the permit that the group is expected to adhere to all precautions and regulations currently in place by the State of Oregon, Oregon Health Authority, and Marion County. Additionally, the group was required to submit a program plan as a part of their permit request
- 3) **City now directly encouraging a very large daily gathering** – Please note, while there is a chance this group could be large (up to 100) people, City staff has witnessed the opposite over the last few weeks. At most, they have been drawing up to 50 people and some of those stop in for a brief period and move on. In staff’s recent trips to the park it was indicated there are approximately 25-40 regular event attendees (including performers/speakers) that stay for the entirety of the program. It’s also important to point out, the crowd appears to gather in small pods with people of the same household sitting together.
- 4) **Amplified Sound** – Dylan states in his email he saw on their Facebook page they “are using amplified sound with keyboards and microphones, which was specifically prohibited in Becky’s email. This is a significant amount of noise every night for park users and does not appear to have the required permit from the City.” First, it’s important to note, sound codes are developed and managed by Community Development staff, specifically the Neighborhood Enhancement Division – where the Park Ranger works. Unfortunately, the ranger was not available recently to stop in at this event. Given this, alternate City of Salem staff borrowed a sound meter and went to the park to monitor sound levels. Sound readings on the A scale at 150 feet (71 dba) and 400 feet (35 dba) were noted. Based on the code interpretation and these dba levels, Salem Awakenings would not be above the limits of sound and would not need a sound permit. On site visits by staff indicated most of the groups use was speaking, although the City is aware they also have live music with keyboards and a mic – not powered by park provided electricity. Ultimately, when staff visited on site, it was indicated they could only vaguely hear the event at the playground and not all as once you moved north of the playground.
- 5) **Park Ranger** – The Park Ranger has been requested by staff to check-in on the group. Currently, the ranger is only scheduled to work until 4:30 pm each day. This group is an evening group and

doesn't arrive until between 5 and 5:30 pm. The Park Ranger is willing, and it could be recommend, that the Park Ranger modify his schedule intermittently to ensure guidelines are being met.

- 6) **Yoga** – It should be pointed out there was another group (yoga), similar to Salem Awakenings, that had a permit to use the Riverfront Park Amphitheater multiple times this summer. At the time we cancelled the Salem Awakenings group permit we also cancelled the yoga permit. Again, this was done as both groups had multiple use dates and our staffing levels were not able to support them. Since the cancellation of the permits both groups have dropped-in and used the park, on two occasions simultaneously, without issue.

Attached is the Parks and Open Space damage report. If you would like to be removed from this list or know if someone who should be added to the list, please let us know.



MEMO

TO: Jennifer Kellar, Parks and Recreation Services Manager
Public Works Department

FROM: Marlene Cisneros-Villalovos, Staff Assistant
Public Works Department

DATE: July 8th, 2020

SUBJECT: Damage to City of Salem Parks and Open Space

Damage to the City of Salem's parks and landscape maintenance areas caused by malicious mischief, theft, and reckless action is reported by the appropriate law enforcement agency, citizens and maintenance personnel. The following is a total of these incidents during June 2020. The dollar amount shown represents the estimated repair/replacement cost for the damage sustained.

A total of \$1,284.30 occurred from 2 incidents. In comparison, the total from June 2019 was \$298.43 from 2 incidents.

CC: Steve Powers, City Manager
Gerald F. Moore, Chief of Police
Chuck Bennett, City Mayor
Lt. Ben Bales, Commander, SPD
Irma Dowd, Neighborhood Services Specialist
Reed Godfrey, SFD, Battalion Chief
Tye Godfrey, Facilities Services Division Manager
Jennifer Hingston, SPD, Graffiti Abatement / Volunteer Unit
Marcus Pitts, Risk Manager
Lt. Treven Upkes, SPD, Community Response Section
Peter Fernandez, PE, Public Works Director
Robert D. Chandler, PhD, PE, Assistant Public Works Director
Mark Becktel, AICP, Operations Division Manager
Patricia Farrell, Parks and Natural Resources Planning Manager
Becky George, Recreation Supervisor
Toni Whitler, Planner

DAMAGE TO CITY OF SALEM PARKS AND OPEN SPACE

June-19

Date Occurred	Cost	Location / Neighborhood Association	Description
06/03/20	\$889.01	Cascades Gateway Park	Graffiti reported and removed
06/04/20	\$395.29	Cascades Gateway Park	Graffiti reported and removed
<u>2</u>	<u>\$1,284.30</u>		
Total Number of Incidents	Total Dollar Damage		

Attached is the Parks and Open Space damage report. If you would like to be removed from this list or know if someone who should be added to the list, please let us know.



MEMO

TO: Jennifer Kellar, Parks and Recreation Services Manager
Public Works Department

FROM: Marlene Cisneros-Villalovos, Staff Assistant
Public Works Department

DATE: August 10, 2020

SUBJECT: Damage to City of Salem Parks and Open Space

Damage to the City of Salem's parks and landscape maintenance areas caused by malicious mischief, theft, and reckless action is reported by the appropriate law enforcement agency, citizens and maintenance personnel. The following is a total of these incidents during July 2020. The dollar amount shown represents the estimated repair/replacement cost for the damage sustained.

A total of \$505.41 occurred from 1 incident. In comparison, the total from July 2019 was \$1,158.78 from 7 incidents.

CC: Steve Powers, City Manager
Gerald F. Moore, Chief of Police
Chuck Bennett, City Mayor
Lt. Ben Bales, Commander, SPD
Irma Dowd, Neighborhood Services Specialist
Reed Godfrey, SFD, Battalion Chief
Tye Godfrey, Facilities Services Division Manager
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Becky George, Recreation Supervisor
Toni Whitler, Planner

DAMAGE TO CITY OF SALEM PARKS AND OPEN SPACE

July-19

Date Occurred	Cost	Location / Neighborhood Association	Description
07/20/20	\$505.41	Wallce Marine Park	Graffiti reported and removed.
<u>7</u>	<u>\$505.41</u>		
Total	Total		
Number of	Dollar		
Incidents	Damage		