



City of Salem

Salem Parks and Recreation Advisory Board

January 12, 2023

5:30 p.m.

Online ([Zoom](#))

REVISED

The nomination and election of officers has been moved closer to the beginning of the agenda. Other action items on the agenda will occur after the election of officers.

Si necesita ayuda para comprender esta información, por favor llame 503-588-6211.
Para asistencia en español, llame al 503-540-2489.

PARTICIPANTS

Board Members

Dylan McDowell, Chair; Keith Norris, Vice-Chair; Alan Alexander; Woody Dukes; Rick Hartwig; Alan Holland; Joan Lloyd; Debbie Miller; Dave Fridenmaker

Staff

Robert Chandler, Assistant Public Works Director; Mark Becketl, Operations Division Manager; Jennifer Kellar, Parks and Recreation Services Manager; Rob Romanek, Parks Planning and Natural Resources Planning Manager; Becky George, Recreation Supervisor; Milan Davis, City Urban Forester; Julie Warncke, Transportation Planning Manager

AGENDA

1. Welcome and Call to Order
2. Approval of December Minutes
3. Public Comment - Appearance of persons wishing to address the Board on any matter other than those which appear on this Agenda.
4. Board Items/Presentations
 - a. Nominate/Elect Officers
 - b. Letters of Support
 - i. Pringle Creek Trail Connection (Civic Center to Riverfront Park)
 - ii. Miller Elementary to Bill Riegel Park Connector Planning Project
 - c. Update on Geer Park Land Trade

- d. Committee Assignments/SPRAB roles
 - e. Work Plan Development/Approval
 - f. Annual Report to City Council
- 5. Board Member Updates
 - a. E-Bike/Micromobility Subcommittee Report
- 6. Information Reports – written
 - a. Mission Street Parks Conservancy Quarterly Report, Work Goals, and Minutes
 - b. Parks & Natural Resources Planning/Urban Forestry Update
 - c. Parks Operations Update
 - d. Recreation Services Update
 - e. Parks Damage Report
- 7. New Business
- 8. Adjourn

Next Meeting: February 9, 2023

This meeting is being conducted virtually, with remote attendance by the governing body. No in-person attendance is possible. Interested persons may view the meeting online on [YouTube](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 5 p.m. or earlier one day prior to the day of the meeting at nharrington@cityofsalem.net

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-588-6211 (TTD/TTY 503-588-6439) at least two business days in advance.

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

City of Salem Salem Parks and Recreation Advisory Board

December 8, 2022

Online Meeting

Minutes - Draft

Members Present

Dylan McDowell
Keith Norris
Woody Dukes
Rick Hartwig
Alan Holland
Joan Lloyd
Debbie Miller

Members Absent

Dave Fridenmaker
Alan Alexander

Staff Present

Rob Romanek
Jennifer Kellar
Milan Davis
Becky George
Billy Powers
Melinda Moon
Laurel Christian
Don Gunther
Mitchell Jones

1. Call to Order

Welcome and call to order by Chair Dylan McDowell at 5:31 p.m.

2. Roll Call

Dave Fridenmaker and Alan Alexander were marked absent. All other members present.

3. Approval of Minutes

Approval of both the October 13, 2022 and October 28, 2022 minutes.

Motion: Member Hartwig motioned to approve the minutes. Member Holland seconded the motion. The motion passed unanimously.

4. Public Comment

None

5. Board Items/Presentations

a. Chair McDowell thanked Member Dukes for his efforts and preparation of the addendum materials regarding a proposed amendment to Salem Revised Code (SRC) Chapter 86 (Trees on City Owned Property). Laurel Christian updated the board on the procedural process of taking the amendment through the Planning Commission and to City Council. The proposed amendment to SRC 86 is needed to account for lessons learned since the code was last revised in October 2015, which completely replaced the earlier ordinance. The land use approval process for tree removals is the main focus of the amendment, with the intent of addressing tree removals during the land use process rather than later in the final design or development stages of a project. Staff is working to provide clear and objective criteria for reviewing and approving tree removal permits as part of the land use process and is willing to share the revised code amendments with SPRAB before

forwarding to City Council in January or February.

Member Dukes shared his thoughts about some areas of concern. He questioned “in the public interest” wording changes to the ordinance and asked for definition clarification of “obstruction of trees by views” and “interested persons.” He suggested that the city have a paper trail for tree removals for City project that are not subject to tree removal permitting requirements and expressed concern about variance approvals. Laurel Christian and Rob Romanek offered clarification and addressed his questions and comments. Members discussed the definition of the word “views.”

Chair McDowell asked that SPRAB be notified if City tree removals are requested as part of a land use application. He also asked when referrals for City projects will take place in the process. Vice-Chair Norris asked if there was an appeal process that SPRAB could review. Chair McDowell asked the board members to share thoughts with Rob Romanek before the revised ordinance goes to City Council.

b. Billy Powers shared updates and statistics about the City’s softball program. It was the rainiest start to a season ever, but the games got caught up. Rain, heat, and smoke didn’t delay the fall season. Thirty-two teams came from Hawaii, Washington, Idaho, California, and Oregon with an estimated economic impact to the area of over \$4 million. He shared the 2023 flyer and calendar, which feature a movie theme. The main reasons that Salem can’t host some bigger tournaments include inability to use school fields and staff/officials shortages. Teams have found the SoftballCityUSA website and are signing up. Billy promoted the senior softball tournament to the board. Vice-Chair Norris asked about the number one selling point compared to the rest of the nation. The city is a great host and treats participants very well.

Melinda Moon shared updates and statistics about the City’s recreational programs. Covid kept some programs from happening, but requests for programs are inspiring their return. Movies in the Park is moving to Friday nights to accommodate other events at the amphitheater. Additional camps for kids are popular. Member Holland asked about swimming opportunities. The Kroc Center is the only non-membership option at this time.

c. Don Gunther shared a presentation on Salem’s Heritage Tree Program. It started in 1981 with 27 trees. Legal protection was awarded to heritage trees in 2001 via a revision of SRC Chapter 86. Currently, 22 trees/groves are in the program, including Hagar’s Grove Pear, Judge Waldo’s Sequoia, Liberty Beech and the Union Street Honeysuckle. The most recent tree added to the program was in 2015. Don identified some trees/groves that are being considered for the Heritage Tree Program. Goals for the program include developing an interactive online map, relaunching the program and increasing public outreach. Member Holland asked about the nomination process and whether some trees around the area have been considered. Chair McDowell requested the map identifying the location of the present heritage trees.

6. Board Member Updates

Chair McDowell thanked members for their time and efforts attending the October 28 retreat. He reviewed takeaways from the retreat which included action items like

promoting parks, increasing public engagement, advising City Council on topics such as budget line items and the Climate Action Plan, volunteer/liaison opportunities, and master planning research. Members were supportive of the opportunities to be more engaged and involved. Chair McDowell asked that, as a pilot project in January, each board member help add value to the board by adopting a role and responsibility. Vice-Chair Morris will assist Chair McDowell with facilitating this project. Chair McDowell also identified two board research projects: e-bike/micromobility options for park systems and urban tree canopy goals for parks. Rob Romanek explained more about the city's tree canopy goal, investigating the possibility of whether parks should have higher canopy goals. Members Miller and Holland preferred the e-bike/micromobility study. Chair McDowell, Member Miller and Member Holland will meet as a small group and share their findings with the board in January.

Member Miller noticed that another cottonwood tree is being chewed on by beavers at Riverfront Park. Milan Davis said that it will need to be felled.

7. Information Reports

(Information reports provided as written reports ahead of the meeting.)

a. Mission Street Parks Conservancy Minutes

No questions or comments.

b. Urban Forestry Update

No questions or comments.

c. Parks & Natural Resources Planning Update

Rob Romanek shared that the SPRAB annual report will be sent to members next week. He asked them to review and offer feedback. It will be ready for the board to make a motion on in January and will then go to City Council as an agenda item.

d. Parks Operations/SPIF Project Update

No questions or comments.

e. Recreation Services Update

No questions or comments.

f. Parks Damage Report

No questions or comments.

8. New Business

None.

9. Next Meeting

The next regularly-scheduled meeting is January 12, 2023.

10. Adjourned at 7:25 p.m.



2022 ANNUAL REPORT TO SALEM CITY COUNCIL

Salem Parks and Recreation Advisory Board

Est. June 1952

General Board Information

Meetings: Second Thursday of each month at 5:30 p.m.

Members: Dylan McDowell – Chair,
Keith Norris – Vice Chair,
Alan Alexander, Woody Dukes, David Fridenmaker,
Rick Hartwig, Alan Holland, Joan Lloyd, Debbie Miller

City Staff: Robert Chandler, Mark Becktel, Rob Romanek, Jennifer Kellar,
Becky George, Milan Davis, Nancy Harrington

CITY OF *Salem*
AT YOUR SERVICE
Parks and Recreation

SALEM PARKS AND RECREATION ADVISORY BOARD

Our Duties

- Recommend and advise the City Council, Planning Commission and other bodies, groups or officials on all matters referred to it.
- Act in the role of community catalyst in the formation and achievement of a comprehensive community-wide parks and recreation system and program to serve the horticultural, environmental, historical, cultural, and leisure needs of all City residents.
- Make and issue reports to City Council regarding its studies, research, examination, and other activities.
- Issue decisions on appeals to tree removal permits for city-owned trees and makes recommendations on nominations for Heritage Tree designations under Salem Revised Code Chapter 86, titled "Trees on City Owned Property."

Our Mission

SPRAB advocates for the acquisition, planning, development, preservation, protection, and enhancement of Salem's parks, including their natural resources, trees, and recreational opportunities for current and future generations through input from the community and advice to City Council.

Our Vision

Our vision is for our community to have ample and robust parks that contribute to urban tree canopy, open spaces, and recreation opportunities for all people to gather, celebrate, contemplate, and engage in activities that promote health, wellbeing, community, and the environment.



The following SPRAB Annual Report reflects the importance of parks and natural resources through the City's Strategic Plan mission, vision, values, and goals that were developed in 2017 and updated in 2021. The six established result areas are the framework for this report, which also highlights City Council's strategic priority areas as applicable.



SAFE COMMUNITY

Relates to City Council Priority Area 1 (Addressing Homelessness)

SPRAB recommends a proactive approach to provide safe walking and recreation areas for all people as they enjoy the outdoors. This is accomplished through regular consistent vegetation and grounds maintenance. Parks provide increased opportunities for volunteer engagement and local stewardship while presenting a visually clean, safe, and active environment. Safe and accessible routes to parks (while outside the purview of SPRAB) are a critical component for a safe community.

SPRAB recommends City Council provide funding of the following:

- Increased park maintenance staff and equipment to levels sufficient for maintaining new and existing park properties and amenities.
- Continue cleanup and restoration of Cascades Gateway Park, Wallace Marine Park, and other park properties where camping has occurred.
- Maintain Marion County agreements for corrections crews who assist in parks and right-of-way maintenance.
- Continue coordination of volunteer programs such as Minto-Brown Island Park and Bush's Pasture Park patrols, and establishment of local park stewards.
- Provide additional park rangers and police coverage at parks where higher incidences of threat are likely and where enforcement of park rules and regulations is beneficial.
- Provide additional security lighting that allows police and residents a clear view into park areas.



WELCOMING AND LIVABLE COMMUNITY

Relates to City Council Priority Area 3 (Increasing Equitable Delivery of City Services) and 4 (Building Great Neighborhoods)

Close-to-home and fully accessible parks and recreation facilities are vital to a welcoming and livable community. Salem's neighborhood, community, and urban parks, as well as our trails and natural areas, allow for diverse outdoor and recreational opportunities. Maintaining and improving existing parks and expanding Salem's parks and recreation activities through additional programs, new park acquisitions and development, upgrades to existing parks, and new trail connections will ensure Salem continues to provide outdoor recreational opportunities across the City and for all Salem residents.

SPRAB endorsed and recommended the following opportunities and actions:

- Approval of the Bailey Ridge Park Master Plan.
- Oregon Parks and Recreation Department grant's application to provide funding for the first development phase of Brown Road Park.
- Salem Park Improvement Fund's program awards.

SPRAB reviewed and tracked progress on the following projects:

- Phase One master plan improvements to Woodmansee Park including reconstructed tennis courts, new multi-use field, picnic shelter, and hard surface pathway.
- Phase Two master plan improvements to Bill Riegel Park including construction of a new playground with equipment appropriate for school-aged children, picnic shelter, hard surface pathway, and irrigation system upgrades.

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WELCOMING AND LIVABLE COMMUNITY

- Community-informed design of a new skate park facility at Geer Park.
- Annexation of 2-acre Fisher Road park addition.
- Rehabilitation of multiple multi-sport courts.
- Rehabilitation of basketball courts, including new striping, basketball posts, and backboards.
- Upgrade and/or replacement of parks amenities, including parks entrance signage, drinking fountains, benches, picnic tables, kiosks, shelters, and playground equipment.
- Upgrade and/or replacement of Wallace Marine Park Softball Complex individual field playing surfaces and a new playground near the Wallace Marine Park soccer fields.
- New playground equipment at Rees Park.

SPRAB recommends support and/or funding for the following actions and programs:

- The identification of new funding sources for Salem's parks and recreation programs, including ideas for a local option tax levy or development of a special district.
- The enhancement of Salem's parks through development of additional recreational program opportunities, park acquisitions, and upgrades to existing and new parks.
- Continuation of fee waivers for low-income families to provide positive, healthy activities for children and families through recreation programs.
- Continued collaborative relationships with neighborhood associations through the Salem Park Improvement Fund and Salem Parks Foundation partnerships.
- Grant program applications for park improvements and development funding assistance through Oregon Parks and Recreation Department and National Park Service.
- Continued collaboration with Salem Art Association, Friends of Trees, Mission Street Parks Conservancy, Lord & Schryver Conservancy, Deepwood Museum & Gardens, Salem's Riverfront Carousel, and Gilbert House Children's Museum.
- The summer parks program, sport camps, Owl Prowls, Junior Ranger programs, and outdoor survival programs.



RECOMMENDED

Letter of support for Community Infrastructure Bond Measure

In April 2022, SPRAB advised the City Council Infrastructure Bond Engagement Steering Committee to:

- » Ensure all residents have access to quality parks and recreation opportunities.
- » Prioritize investments that align with recent Park Master Plans.
- » Replace aging equipment and equipment that has been removed but not yet replaced.
- » Prioritize safe routes to parks.



STRONG AND DIVERSE ECONOMY

Relates to City Council Priority Area 3 (Increasing Equitable Delivery of City Services)

Beautiful and diverse parks, along with ample recreational opportunities, contribute to a thriving economy. SPRAB recognizes and fully supports the outstanding recreational events and event facilities within Salem that provide strong economic support to the City. SPRAB recognizes that a strong park system is an economic driver for the community and the region.

SPRAB has endorsed and recommended the following opportunities and actions:

- Management and event coordination of the Gerry Frank | Salem Rotary Amphitheater that provides a venue for future events and continues to promote Salem.
- The Ironman triathlon event held in July that drew 2,200 participants and an estimated \$11 million impact for our community.

The Board wishes to recognize the many events that have contributed to a strong and diverse economy in Salem, including such recreational activities and regional festivals as:

- Capital Jam, First Friday, Movies in the Park, World Beat Festival, River Rock Salem and Fish Fest concerts
- Softball/kickball leagues and tournaments run by City of Salem recreation staff as well as facility sport rentals for baseball and softball tournaments

SPRAB recommends funding for the following programs:

- National and regional softball and soccer tournaments
- STRIDE and 5K/10K events
- Promotion of regional marathons, half-marathons, and multi-sport events
- Amphitheater management, promotion and event coordination



SAFE, RELIABLE, AND EFFICIENT INFRASTRUCTURE

Relates to City Council Priority Area 4 (Building Great Neighborhoods)

SPRAB supports infrastructure improvements as noted in the Salem Comprehensive Parks System Master Plan and Salem Transportation System Plan to connect parks with trails and family-friendly bike and pedestrian routes throughout the City.

SPRAB recognizes the importance of park infrastructure to the health and wellbeing of the entire Salem community. Multi-use paths, safe connections between parks, schools, and neighborhoods, and support facilities such as restrooms and drinking water fountains are key elements to a healthy park system.

SPRAB has endorsed or supported the following actions and programs:

- Extension of Pringle Creek Trail, linking downtown to Riverfront Park.
- Projects funded by the 2022 Community Infrastructure Bond, including but not limited to new and upgraded restroom facilities, paths and trails, and park parking lots.

SPRAB recommends continued funding and support for the following actions and programs:

- Safer Pedestrian Crossings Program for safer pedestrian access to parks.
- Sidewalk development and repairs.
- Investment in bike and shared-use path networks.
- Bike share locations in City parks.
- Update of the Salem Transportation System Plan goals, policies, projects, and priorities to align with the newly-adopted Salem Area Comprehensive Plan, Climate-Friendly and Equitable Communities Rulemaking, Oregon Statewide Transportation Strategy, and Oregon Bicycle and Pedestrian Plan in the areas of walking, bicycling, and transit use.



NATURAL ENVIRONMENT STEWARDSHIP

Relates to City Council Priority Area 5 (Taking Action on Climate Change)

Parks, green spaces, natural areas, and the urban tree canopy are priorities for community health, individual health, and economic vitality. These resources are also important components of the City of Salem Climate Action Plan and Salem's overall approach to climate resilience and ensuring an equitable transition to a climate-smart future.

SPRAB advocates for opportunities to provide connections to nature, conservation of important plant and wildlife habitat, and overall sustainability for the next generation of Salem residents. SPRAB recognizes the importance of healthy natural areas and tree canopies for improved water quality, urban heat island reduction, carbon sequestration, restorative passive recreation, and urban respite opportunities.

SPRAB has supported or recommended the following actions and programs:

- Increased funding for the Urban Forestry Division to manage and maintain over 300,000 right-of-way trees. Increased staffing to provide certified arborists for GIS asset management, customer service, and tree planning and preservation. Additional arborists to provide high quality care of existing tree canopy and increased tree planting efforts that will support future goals laid out by the Climate Action Plan and the Community Forestry Strategic Plan.
- Implementation of the Salem Climate Action Plan.
- City acceptance of a 14-acre wooded property donation located at the intersection of Pringle Road SE and Hillrose Street SE, now referred to as the Braden Lane natural area.
- Establishment of a native plant buffer along the path running through the Minto Island Conservation Area to balance habitat conservation objectives with increased use afforded by the opening of the Peter Courtney Minto Island Bicycle and Pedestrian Bridge.
- Proposed amendments to Administrative Rule 109-600-001 (Minto Island Conservation Area Restrictions for Events) to test proposed revisions to restrictions on large events.
- Formation of the Eagle Watch volunteer program to observe and monitor a bald eagle nest in Minto-Brown Island Park.
- Continued protection of the eagles' nest in Minto-Brown Island Park through signage, buffer area, public education, and outreach.

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NATURAL ENVIRONMENT STEWARDSHIP

- Updates to Salem Revised Code Chapter 808 (Preservation of Trees and Vegetation) to define most trees over 30 inches in diameter at breast height (30" dbh) as Significant Trees protected under city code.
- Proposed updates to Salem Revised Code Chapter 86 (Trees on City Owned Property) to address issues that have arisen since the code was last amended in 2015.
- Salem Tree Report summarizing Public Works tree projects for 2021.
- Implementation of a survey of property owners to assist in identifying tree planting opportunities and barriers on private property.
- Public Works Strategic Operations Plan for addressing beaver activity within the City of Salem.
- Development of an integrated pest management policy for City operations, providing requirements and guidelines for implementing the most environmentally sound approaches for controlling pests while reducing or eliminating the volume and toxicity of chemical pest control treatments.
- Participation in implementing the Community Forestry Strategic Plan goals.
- Partnership with Willamette Riverkeeper to control invasive aquatic weeds in the Willamette Slough.
- Natural resource strategies in the Salem Climate Action Plan as they relate to parks and the Salem urban tree canopy.
- Salem urban tree canopy assessments and the canopy goal of 28% by 2030.
- Readiness and response plans to prepare for the arrival of emerald ash borer beetles in Salem.
- Applications for grant funding for restoration of natural areas.
- Salem Library explorer backpack kits for nature exploration in parks.
- Mayor's Monarch Pledge and pollinator habitat creation in parks.
- Development of a management plan for Minto-Brown Island Park.
- Opportunity acquisitions of additional City-owned and managed natural areas.
- Expanded tree planting efforts through contracts with Friends of Trees and Treecology.
- Opportunities for natural area and trail enhancements for passive recreation.

SPRAB recommends continued funding and support for the following actions and programs:

- Protection of established trees, preservation of Oregon white oaks, and continued commitment to tree plantings in low canopy areas of the city.
- Protection and enhancement of sensitive natural resources in parks through ongoing maintenance, restoration, and public education.
- Partnership with local environmental groups for community tree planting events, planting and establishment of pollinator habitat demonstration gardens, and weed pulls.
- Public education through door hangers, interpretive signage, bird walks, owl prowls, and outreach through tree and native vegetation planting events.
- Continuation of Minto-Brown Island Park Turtle Habitat Restoration project with the Oregon Department of Fish and Wildlife and Western Oregon University.
- Continuation and expansion of the Eagle Watch volunteer program, potentially including monitoring of other eagle nests within Salem city limits.



GOOD GOVERNANCE

Relates to City Council Priority Area 5 (Taking Action on Climate Change)

The Board acknowledges and appreciates City Council's proactive approach to preserving parks, open spaces, natural areas, and trees as well as recognizing the need for additional recreation programming and park maintenance. These efforts will provide a more sustainable and economically stable community.

SPRAB has endorsed and recommended the following actions:

- Two important City-wide plans were finalized in 2022, including the Salem Climate Action Plan and Our Salem, an update to the Salem Area Comprehensive Plan. Both plans recognize the importance of parks for a livable city and for addressing climate change. Both plans also include new goals and strategies that promote complete streets and neighborhoods, thereby reducing the need to drive and enhancing other travel options, such as biking or walking to local destinations.
- The identification of new funding sources for Salem's parks and recreation programs, including ideas for a local option tax levy or development of a special district.
- Improvements to Parks & Recreation web pages as part of the implementation of new City website software to provide equitable access for the public to find information on park features, recreation programming, reservable facilities, volunteering in parks, contact information, and a link to the SPRAB web page.
- Government-to-government coordination with the Confederated Tribes of Grand Ronde Community of Oregon, the Confederated Tribes of Siletz Indians of Oregon, and the Confederated Tribes of Warm Springs per communication memorandums of understanding.

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GOOD GOVERNANCE

SPRAB is proud to serve in an advisory manner to City Council, the Public Works Director, and others on parks-related matters and recommends that it continue to do so in the following capacities:

- Provide advice and counsel in matters referred by City Council and the Public Works Director such as the recent request for policy recommendations on park usage and permitting.
- Participate in ad-hoc advisory groups, such as the Salem Climate Action Plan Task Force and Library Strategic Planning Steering Committee.
- Continue to participate in individual park master plan efforts while seeking new and innovative ways to assist City staff with community engagement.
- Continue SPRAB's role hearing Salem Revised Code Chapter 86-related appeals or referrals on City-owned trees.
- Conduct annual board retreats or online surveys to identify priorities and emerging issues for the Board's annual work plan.



Letter to City Council regarding increased roles

In July 2022, SPRAB recommended and advised City Council on the need for increased communication and engagement between the two bodies. SPRAB recommendations included the following:

- » Create an annual agenda item for a representative of SPRAB to present to City Council.
- » Invite a representative of SPRAB to City Council Work Sessions related to parks, trees, or other issues within our portfolio.
- » Invite a member of City Council to serve as a liaison to SPRAB.
- » Direct SPRAB to review specific issues and present recommendations, when appropriate.
- » Involve SPRAB with implementation of the City of Salem Climate Action Plan.



SPRAB Information Reports Packet

January 12, 2023

- 1) Mission Street Parks Conservancy Quarterly Report, Work Goals, and Minutes**
- 2) Parks & Natural Resources Planning/Urban Forestry Update**
- 3) Parks Operations Update**
- 4) Recreation Services Update**
- 5) Parks Damage Report**



MISSION STREET PARKS
CONSERVANCY

TO: Members
Salem Parks and Recreation Advisory Board

FROM: Mission Street Parks Conservancy

DATE: December 15, 2022

RE: MSPC Report on Activities for the Period October 1, 2022, through December 31, 2022

The Mission Street Parks Conservancy is a 501(c)(3) organization dedicated to preserving, maintaining, enhancing, and interpreting Bush's Pasture Park and other iconic landscapes on and near Mission Street.

The Tuesday Gardeners worked in Bush's Pasture Park through mid-November 2022. After the rain started in earnest in November, volunteers planted dozens of new trees, groundcover, and shrubs. The active gardening season is now over until March. This year, the Gardeners contributed approximately 3000 hours weeding, planting, watering, pruning, mulching and doing whatever else needed to be done.

Volunteers also spent thousands of hours coordinating with hired contractors; fundraising and writing grants to pay for plants, materials, and enhancements; coordinating with City staff; planning and designing projects and plantings; and speaking or reporting to SPRAB and other interested groups.

Winter is our planning time. MSPC may not be very visible inside the Park right now, but a lot is going on behind the scenes. A copy of our 2023 Work Plan is included with this report. We have met with City staff to sketch out work for next year. We are working with the Bush House Museum and the Lord & Schryver Conservancy to create public garden tours for next year. We are already planning for events that will bring more and different people into the park next year.

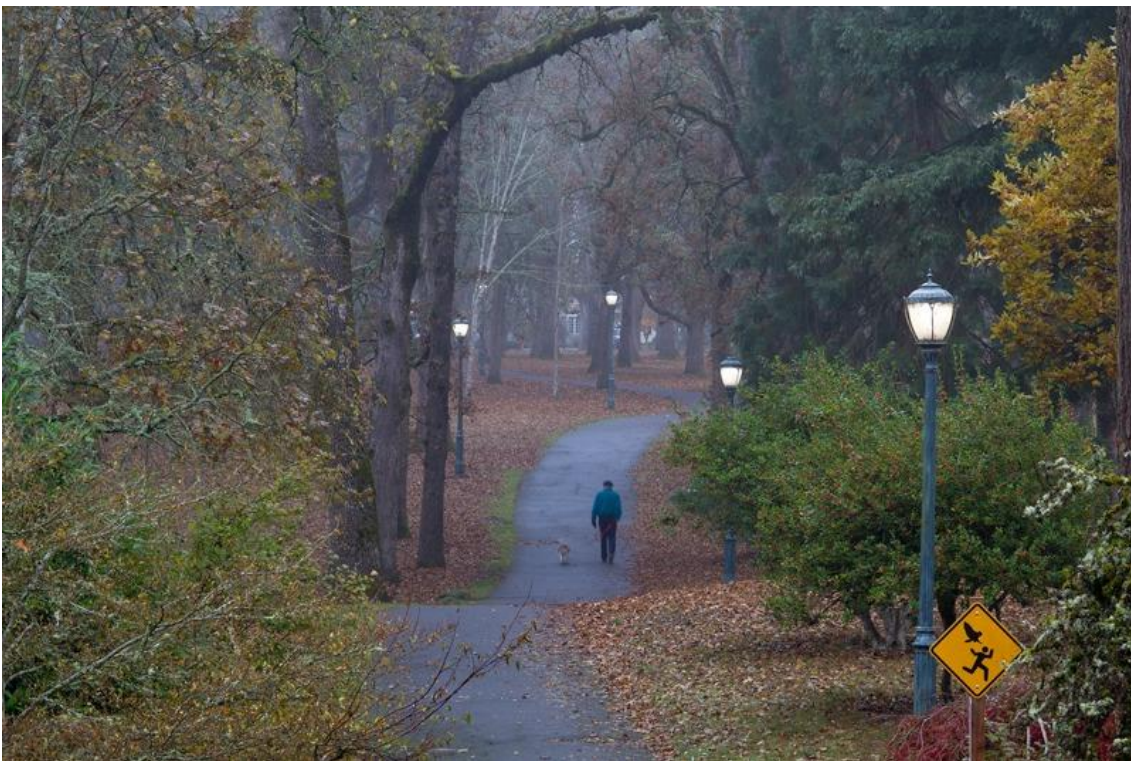
We appreciate SPRAB's interest in our work.



MISSION STREET PARKS
CONSERVANCY



Every season is the best and most beautiful time to visit Bush's Pasture Park.



Even the mighty oaks have lost their leaves.



MISSION STREET PARKS
CONSERVANCY



The Rhododendron Hillside Garden, south side of Bush's Pasture Park, just off Leffelle Street.



MISSION STREET PARKS
CONSERVANCY

2023 Work Goals

MAINTENANCE

- March, April – Install new trees, shrubs, and other plant material
- March thru November – Continue weekly volunteer gardening work in landscape beds with focus on edging, mulching, weeding, and hand watering as needed
- April, May – Help dig out tulips; help replant with summer annuals as needed
- April thru July – Hold two special Saturday work parties in partnership with two community organizations
- April thru June, after bloom time – Help Park staff prune spring-flowering shrubs (Camellias, Rhododendrons, Pieris, lilac, Deutzia, forsythia, azalea, etc.) as needed.
- July, August – Provide input to City Horticulturalist and Urban Forester on health of trees in the Orchard and northwest corner of BPP
- September, November – Install new trees, shrubs, and other plant material
- October – help Park staff prune climbing roses as needed; work in Old Rose Collection
- October, November – Help dig out summer annuals and plant tulips
- November thru February 2024 – Provide input to City Horticulturalist and Urban Forester on new tree plantings in the Orchard and northwest corner of BPP

PROJECTS

- January – Work on development and implementation of urgently needed preservation plan for the Oregon White Oaks in the lower field area as outlined in the Cultural Landscape Management Plan (CLMP)
- January thru December – Initiate, administer and complete Woodland Garden Project, with an anticipated project completion date of December 1
- January thru May – Continue rehabilitation of the Tartar Old Rose Collection, including new plants and new plant labels
- January thru March – Rehabilitate kidney bed in Tartar Old Rose Collection
- February – Take scion wood from crab trees and cherries (Orchard) to grow replacement trees
- March thru October -- Offer several free garden tours

- Fall – Partner with City to ‘raise’ more rose beds in the Hybrid Tea/Floribunda collection (This is an annual activity.)
- On-going – Continue to accession new plant material in the NW corner of the park
- On-going – Continue identifying Tarter Old Rose collection roses, accession, and install labels

EVENTS

- Spring – Organize and host garden party for MSPC donors
- April – Spring plant sale
- Late May- early June – Organize and host Rose Garden Open House and celebration of Old Rose Collection, including focal point project
- About June – Partner with Bush House Museum in Exploration Day
- Late July – Summer (Art Fair) plant sale
- Late fall – Annual volunteer appreciation dinner at Pringle Community Hall

OTHER

- Attend and report to SPRAB quarterly in January, April, July, and October.
- Advocate for the development of a formal City of Salem management plan or management policies for Oregon White Oaks
- Advocate for the development of formal City of Salem policies that allow for nature play
- Develop a strategy to participate in and contribute to preservation and improvement of natural landscapes in the riparian area and lower oak grove in Bush’s Pasture Park



MISSION STREET PARKS
CONSERVANCY

Board Meeting Minutes
October 12, 2022

In Attendance

Gretchen Carnaby
Christine Chute
Maureen McGee
Kathy Savicki

1. **Agenda** Christine called the meeting to order via Zoom. Gretchen moved and Kathy seconded approval of the draft agenda. Motion approved.
2. **Minutes** Gretchen moved and Kathy seconded approval of minutes for the September meeting as amended. Motion passed.
3. **Financial** Gary and the September financial reports were not available. Gretchen summarized financial transactions for the month. The end of year fundraising letter will go out before Thanksgiving.
4. **Old Business**
 - **Garden Manager** Gretchen noted that volunteers had stepped up to work in the old roses, especially edging beds. Work in the island beds is planned for November.
 - **Woodland Garden.** Christine reported that City staff will provide labor for installation of infrastructure, while we provide materials and do the planting.
 - **Weekend gardening crew** Kathy and Melissa met with Salem Hospital staff and Amanda, and indicated that organizing spring weekend work days will be fairly easy.
 - **Volunteer Appreciation Event.** Plans for Board member contributions to the dinner were reviewed.
 - **Old Roses.** Gretchen is preparing a budget for the SCAN letter of intent to apply for funding, which is due the end of October.
 - **Plant Sale.** Kathy shared suggestions made by one of our vendors in an interview, and plans for vendor recruitment next month.
 - **Bi-law Revisions** Christine suggested that this month we clarify staggered terms for current Board Members with expiring terms. Maureen moved and Gretchen seconded the following slate:
 - Gretchen Carnaby is re-elected to a one year term as Board Member and will continue to serve as Treasurer;
 - Christine Chute is re-elected to a two year term as Board Member and will continue to serve as Board Chair
 - Kathy Savicki is re-elected to a three year term as Board Member and will continue to serve as Secretary.Motion approved.

5. New Business

- **2023 Budget** Next year we will show the cost of trees donated through our on-line store in the Landscape Plants budget line, and the income in the Donations line. In the fall we will review costs and if needed move funds into the Landscape Plants budget. Christine will check with Gary to see if this solution is workable. We currently need to replace some sponsored trees which have sustained rodent and draught damage.
- **Newsletter** Maureen emphasized the importance of maintaining the author's voice in any articles written for the newsletter by volunteers.



MISSION STREET PARKS
CONSERVANCY

Board Meeting Minutes
November 9, 2022

In Attendance

Gretchen Carnaby
Christine Chute
Maureen McGee
Gary McKuen
Kathy Savicki
Michael Slater
Emily Standish

1. **Agenda** Christine called the meeting to order via Zoom. Kathy moved and Gretchen seconded approval of the draft agenda. Motion approved.
2. **Minutes** Gretchen moved and Maureen seconded approval of minutes for the October meeting. Motion passed.
3. **Financial** Gary reviewed the October financial reports . Maureen will edit Christine's draft of the fundraising letter which will go out just before Thanksgiving. Next year we should send an appeal in October regarding contributions through IRA distributions and in estate planning.
4. **Old Business**
 - **Volunteer Coordinator** Emily reported that we continue to have 20 or more show up for the Tuesday Gardener crew, with two more weeks left before the winter break. We discussed options for Tuesday social gatherings to support the group until spring. Christine shared feedback from debriefing the volunteer event. Gretchen will take the lead in planning social events such as field trips and garden visits during the gardening season.
 - **Garden Manager** Michael is drafting a proposed maintenance schedule, is selecting trees to purchase for the Woodland Garden, and in December will accession plants added this year. There is a \$500 budget to purchase plants to install this month. Mulching heavily with wood chips is helping us win the war on weeds. We now have volunteers whose pruning skills Brian trusts. We need to focus next year on more consistent edging of landscape beds.
 - **Woodland Garden** Christine has submitted a grant request to Rotary. Mike will draft a communication strategy for the project. Christine will convene a group including Michael, Brian and Noe to create a project timeline.
 - **Old Roses** SCAN's Park and Garden Committee has applied to Salem Parks Improvement Fund to purchase 25 additional roses. Gretchen is coordinating with Elaine to determine which to select. She has a price quote from a local supplier to replace the rose labels.

- **Plant Sale** Kathy moved and Maureen seconded setting 2023 plant sale dates for April 28-29 and July 21-23. Motion carried. Emily will send a save the date message to previous plant sale volunteers and Tuesday Gardeners.
- **2023 Budget** Christine's draft budget was reviewed. Gretchen moved and Maureen seconded approval of the budget as amended. Motion passed.
- **2023 Work Plan.** Christine's draft of the work plan was reviewed via email. Kathy moved and Gretchen seconded approval of the plan as amended. Motion carried.

Next meeting: December 14, noon, via Zoom

Salem Parks and Recreation Advisory Board
Parks and Natural Resources Planning Update – January 2022

Geer Park Phase 2 Improvements – New and renovated park facilities funded by the 2022 Community Infrastructure Bond are being combined with the skate park development project, meaning Geer will be an early focus of the ten-year bond funding plan. The additional project scope includes a new shelter, an off-leash dog area, and full renovations of the existing baseball and soccer fields (four fields in total). Staff is reassessing the project timeline. The tentative construction start of spring/summer 2024 may be pushed out.

Fairview Park Phase 1 Improvements – A public process is needed to refine the park master plan and prepare a new conceptual design for the first phase of park improvements. This month City will be issuing a request for proposal for COR landscape architecture services to support public engagement and conceptual design.

Proposed Amendments to Salem Revised Code (SRC) Chapter 86 (Trees on City Owned Property) – Staff is working on changes to the proposed amendments based on feedback from SPRAB, the Planning Commission, and the public. Further information will be provided at a later meeting.

Neighborhood Tree Program (Tree Planting) – Next volunteer planting event will take place on January 7 in a low canopy area of west Salem between Walker Middle School and Edgewater Street NW. Approximately 40-50 street trees will be planted with Friends of Trees. Second year of the pilot yard and street tree project will occur in February. For this second year of the project, the pilot area has been expanded to include ELNA and NOLA. Staff is making a significant effort to improve outreach – multiple mailings have gone out, members of the Urban Forestry Division crew have spent several days canvassing the neighborhoods, yard signs have been placed in local parks, and messaging has gone out through the neighborhood association and NextDoor.

Tree City USA 46th Year – Salem's TCUSA and Growth Award applications were submitted December 6, 2022.

Minto Island Conservation Area (MICA) Events – In May of 2022, the City entered into a new land use agreement with BPA to allow the City to test changes to restrictions on large events (accommodating two larger events such as Ironman) in MICA for two nesting seasons (2022 and 2023). The Land Use Agreement was subsequently revised in November 2022 to further clarify terms of the agreement. To incorporate the terms of this agreement, a notice of proposed amendments to Administrative Rule 109-600-001 (Minto Island Conservation Area Restrictions for Events) will be posted in late January. Interested parties will have 15 days to provide comment to staff. Subject to review by Council and the comments received during the public review period, the amended rules will become effective in early February.

Minto Island Conservation Area Plant Buffer – Site preparation and planting/seeding are complete. The project contractor is preparing maintenance recommendations with a proposed maintenance schedule.

Emerald ash borer (EAB) readiness and response – (No change.) Section staff and Urban Forestry Division continue to work on an EAB Readiness and Response Plan for Salem. The work is focused on the following: 1) stakeholder identification, 2) street tree readiness and response plan, 3) revising Salem Revised Code 86 and Administrative Rule 109-500-002 (Trees on City Owned Property), 4) determine how to map the distribution of ash trees in Salem and the North Santiam Basin. We have created an EAB information page on the City's website, which will be updated regularly as new information becomes available to share:

<https://www.cityofsalem.net/community/natural-environment-climate/trees-and-plants/emerald-ash-borer>.

Riparian Corridor Inventory – (No change.) The goal of this project is to identify, evaluate, and protect significant riparian corridors within Salem city limits and Salem's portion of the Salem-Keizer Urban Growth Boundary, consistent with applicable Oregon Statewide Planning Goal 5 requirements. This will be a multi-year effort. Section staff are evaluating different project approaches before formulating a recommended approach for Salem.

New Natural Resources Planner – Jeffery Johnson started on January 3!

Parks Operations Update – January 2023

Unsheltered Population Clean-Up Update

The Salem Outreach & Livability Services team (SOS) has provided clean-up response in the following hourly breakdown since their inception in August of 2022 through first week in December 2022:

Unsheltered Response (Parks – Developed Areas)	814 hours	\$ 68,387 expense
Unsheltered Response (Parks – Natural Areas)	727 hours	\$ 42,001 expense
Unsheltered Response (Rights-of-Way)	746 hours	\$ 42,944 expense
Unsheltered Response (Undeveloped City Property)	<u>52 hours</u>	<u>\$ 3,005 expense</u>
TOTAL	2,339 hours	\$156,337

Maintenance

In the last month, GT Landscape Solutions, COR, has been focusing on right-of-way landscape providing pre-emergent and post-emergent spraying in addition to maintenance services at the following locations:

Salem Parkway
Liberty Street
Kuebler Boulevard
Commercial Street
Croisan Scenic Ways

Projects

Peter Courtney Pedestrian Bridge – Awaiting inspection results from inspection performed by DOWL on the bridge to determine any repairs, recommendations associated with the inspection results.

Replacement of short-circuited lighting bulbs on the arch of the bridge will transpire around January 17, 2023. Notification of the bridge closure to provide this maintenance activity will be initiated and provided to the public in advance of the work occurring.

New drinking fountain was installed at Woodmansee Park in conjunction with project work that has been transpiring at the park over the last year-and-a-half.

Salem Park Improvement Fund (SPIF)

Seven (7) neighborhood associations were notified that their Letters of Intent have been reviewed, approved, and estimates were then provided to them for inclusion in the Final Applications for the 2022-24 grant cycle. The deadline for Final Application submittal consideration is January 31, 2023. The SPIF Review Committee will meet in February 2023 to determine award amounts for the following requested projects:

Morningside NA Morningside Park

Replace hard-surface path with multi-use path starting from where the grove of trees is located. Continue replacement of path along the southside of the park toward Pringle Road

Northeast Neighbors (NEN) McRae Park

Community art painting on retaining wall

Sunnyslope NA Secor Park

Playground equipment shade covering

Southwest Association of Neighbors (SWAN) Bailey Ridge Park

Bench

Message kiosk board

South Central Association of Neighbors (SCAN) Bush's Pasture Park

Tarter Old Rose Garden collection rehabilitation

Northgate NA Fisher Road Park

Soccer goals (large)

West Salem Neighborhood Association Edgewater Parkway

Picnic tables (2)

Salem Parks and Recreation Advisory Board Meeting

Recreation Update—January 2023

1. Events/Facility Use

- The opening night of the Riverfront Park Holiday Light Display on Friday, December 2 was a huge success. It is estimated that up to 800 people attended. All activities were free and included reindeer viewing, hot chocolate and cookies, Bells of the Cascades bell ringers, horse and carriage rides, and visits/photos with Santa!
- Staff are currently meeting to review submitted Request for Proposals (RFP) for future Independence Day Fireworks Displays. Coordination also continues with a potential external partner to hold the fireworks show and celebration event at an alternate site to Riverfront due to nesting Bald Eagles.

2. Youth Recreation Programs

- The 2022 Jingle Bell 5K took place at Riverfront Park on Friday, December 16. This unique event was a 1K loop that could be completed as an individual 5 times or as a group relay. If completed as a group, team members were given a glow stick that was passed from one teammate to the next as they ran through the holiday light display. This event was well attended by over 50 teams.
- Our January Owl Prowl is scheduled for this Friday, January 6 at Minto-Brown Island Park. The evening will begin at 4:15 pm by dissecting owl pellets under the shelter at the 3rd parking lot, after which our Park Ranger will lead the group on a 2 mile walk on nearby trails with the hope of seeing and/or hearing one of our owl friends.

3. Softball and Kickball Leagues/Tournaments

- The 2023 tournament schedule is done. Staff are waiting to receive completed agreements back from all renters before releasing it publicly.
- We have started the necessary coordination with Human Resources to work towards a 2023 hiring/recruitment timeline. The goal will be to hire the first set of part time staff in February.
- Management staff have been meeting with the Player's Council since late last year. In the first few weeks of 2023 the focus will be in setting up our league lineup in preparation to open league registration in February.
- We are working with USA Softball NW Mountain Region 9 to co-sanction National Tournaments with the NW Alliance Softball Association in order to increase team numbers in these events.

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: December 28, 2022

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 list of incidents during November 2022. The dollar amount shown represents the estimated repair/replacement cost for the damage sustained.

A total value of \$1,075.00 in repair/replacement costs occurred from forty two incidents. In comparison, the total from November 2021 was \$5,565.54 from three incidents.

cc: Keith Stahley, City Manager
Trevor Womack, Chief of Police
Chris Hoy, City Mayor
Lt. Ben Bales, Commander, SPD
Irma Coleman, Neighborhood Services Specialist
Reed Godfrey, Deputy Fire Chief, SFD
Michelle Teed, Risk Manager
Jennifer Hingston, Management Analyst, SPD
Lt. Treven Upkes, SPD, Community Response Section
Brian Martin, AIC Public Works Director
Robert D. Chandler, PhD, PE, Assistant Public Works Director
Mark Bechtel, AICP, Operations Division Manager
Robert Romanek, Parks and Natural Resources Planning Manager
Becky George, Recreation Supervisor
Skip Miller, Deputy Police Chief, SPD

PARK_NAME	FREQUENCY	Cost
Aldrich Park	1	\$20.00
Bush's Pasture Park	1	\$15.00
Gilbert House Children's Museum	1	\$15.00
Grant School Park	2	\$185.00
Harry & Grace Thorp Park	2	\$30.00
Hoover Park	9	\$335.00
Lee Park	4	\$50.00
McKay School Park	3	\$20.00
McRae Park	1	\$5.00
Northgate Park	5	\$55.00
Pringle Creek Trail	9	\$15.00
Weathers Street Park	2	\$210.00
West Salem Park	2	\$120.00
Total	42	\$1,075.00