

**CITY OF SALEM**  
**PARKS AND RECREATION ADVISORY BOARD (SPRAB)**  
**ON-LINE MEETING AGENDA**

Si necesita ayuda para comprender esta información, por favor llame 503-588-6003.

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the meeting. To request accommodations or services, please call 503-588-6211 or 503-588-6003 (TTD/TTY 503-588-6439), or by e-mail at: [twhitler@cityofsalem.net](mailto:twhitler@cityofsalem.net) at least two business days in advance.

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This regular meeting of the Salem Parks and Recreation Advisory Board will take place online. This page will tell you how to participate in this digital format. The agenda for the meeting is on page two.

**DIGITAL MEETING INFORMATION**

The City will be using ZOOM software to host this meeting. If you are new to ZOOM, you will be able to access the meeting without downloading the application. If you wish to download the software, that option will be provided when you click on the link to the meeting.

**To access the January 13, 2022, 5:30 p.m. Zoom meeting from computer, tablet, or smartphone click on the following link:** <https://us02web.zoom.us/j/81335087916>

**You can also view the meeting on YouTube at the following link:**  
<https://www.youtube.com/channel/UCQLj9RKZNHu4wfYcs> **TC0TA**

**PUBLIC COMMENT**

**Contact Toni Whitler, Parks Planner, at [twhitler@cityofsalem.net](mailto:twhitler@cityofsalem.net) if you wish to provide public comment on any agenda or non-agenda item.**

Email comments: Please provide email comments **no later than 3:00 p.m. the day of the meeting.**

Live, public comment: Please contact Toni Whitler **no later than 3:00 p.m. the day of the meeting.**

Public comments will only be addressed during the public comment period as noted on the agenda (see Agenda on page 2) and will include comment on agenda and non-agenda items. Email comments submitted will be addressed during the comment period.

**CONTACT INFORMATION**

The City of Salem and the Salem Parks and Recreation Advisory Board thank you for your support by using the digital format. For any questions or concerns about the above information, please contact Toni Whitler, at [twhitler@cityofsalem.net](mailto:twhitler@cityofsalem.net) or 503-588-6211.

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 the 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.

Es la política de la Ciudad de Salem asegurar que ninguna persona será discriminada por motivos de raza, religión, color, sexo, estado civil, situación familiar, origen nacional, edad, discapacidad mental o física, orientación sexual, identidad de género, ni fuente de ingresos, de acuerdo con el Salem Revised Code Chapter 97. La Ciudad de Salem también cumple plenamente con el Title VI of the Civil Rights Act of 1964, y los estatutos y reglamentos relacionados, en todos los programas y actividades.

**CITY OF SALEM**  
**PARKS AND RECREATION ADVISORY BOARD**  
**DIGITAL AGENDA**  
**January 13, 2022 – 5:30 p.m.**

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

**BOARD MEMBERS**

Dylan McDowell, Chair  
Micki Varney, Vice Chair  
Alan Alexander  
Dave Fridenmaker  
Rick Hartwig  
Alan Holland  
Joan Lloyd  
Keith Norris

**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**

- **City Council – January 10, 2022 – SPRAB  
Annual Report to Council @ 6:00 p.m.**
- City Council – January 24, 2022 @ 6:00 p.m.
- SPRAB – February 10, 2022 – **Salem Bond  
Presentation** – Courtney Knox Busch, Strategic  
Initiatives Manager  
[https://www.cityofsalem.net/Pages/salem-  
infrastructure-bond.aspx](https://www.cityofsalem.net/Pages/salem-<br/>infrastructure-bond.aspx)

**LINKS**

BOARD WEB PAGE:  
[https://www.cityofsalem.net/Pages/parks-  
and-recreation-advisory-board.aspx](https://www.cityofsalem.net/Pages/parks-<br/>and-recreation-advisory-board.aspx)

**AGENDA**

- 1. CALL TO ORDER** (5:30 p.m.)
- 2. ROLL CALL**
  - a. Introductions of new Board members Joan Lloyd and Alan Holland
- 3. MINUTES** (5:40 p.m.)
  - a. December 9, 2021
- 4. PUBLIC COMMENT** (*Public Comment for agenda and non-agenda items, 3 minutes.*) (5:45 – 5:55 p.m.)
- 5. BOARD ITEMS/PRESENTATIONS** (5:55 – 6:25)
  - a. Chair and Vice Chair Elections
  - b. Orchard Heights & Pringle Creek Trail Grant Proposals– *Julie Warncke, Transportation Planning Manager* **ACTION**
  - c. Tree Public Survey Results– *Deborah Topp, Environmental Outreach Supervisor*
- 6. BOARD MEMBER UPDATES** (6:25 – 6:35 p.m.)
- 7. INFORMATION REPORTS – WRITTEN** (6:35 – 6:50 p.m.)
  - a. Mission Street Park Conservancy Minutes & Quarterly Report
  - b. Urban Forestry Update
  - c. Parks & Natural Resources Planning Update
  - d. Parks Operations Update
  - e. Recreation Services Update
  - f. Park Damage Report
- 8. NEW BUSINESS** (6:50 – 7:00 p.m.)
- 9. NEXT MEETING**
  - a. February 10, 2022
- 10. ADJOURN**



**SALEM PARKS AND RECREATION ADVISORY BOARD  
DIGITAL MEETING  
December 9, 2021  
MINUTES**

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**MEMBERS PRESENT**

Alan Alexander  
Woody Dukes  
Dylan McDowell  
Micki Varney  
Keith Norris  
Paul Rice  
Tony Caito  
Rick Hartwig

**MEMBERS ABSENT**

David Fridenmaker

**STAFF PRESENT**

Patricia Farrell  
Becky George  
Toni Whitler  
Michelle Starbuck  
Mitchell Jones

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**1. CALL TO ORDER**

Chair McDowell called the meeting to order at 5:32 PM.

**2. ROLL CALL**

Member David Fridenmaker marked absent. All other members present.

**3. APPROVAL OF MINUTES**

No questions or comments.

**Member Varney moved to accept minutes from previous meeting. Member Alexander seconded. Minutes approved with no changes.**

**4. PUBLIC COMMENT**

No public comments.

**5. BOARD ITEMS/PRESENTATIONS**

**a. Mission Street Parks Conservancy Annual Work Plan**

Christine Chute, President, Mission Street Parks Conservancy, presented the Conservancy Annual Work Plan. Chair McDowell asked Ms. Chute to elaborate on the category “advocate for the development of formal City of Salem policies that allow for nature play.” Ms. Chute clarified she knows the City is interested in developing a nature play policy, and they are interested in encouraging that and helping any way that they can. She also explained nature play provides children with the opportunity to play on rocks or around trees or the water. Chair McDowell asked Ms. Farrell and Ms. Whitler to comment on whether that is something in the works with the other code updates underway. Ms. Farrell confirmed it is something they intend to incorporate into the next version of the Comprehensive Parks

System Masterplan, if not sooner. She also stated there has been a lot of interest in this over the years, but it is not as simple as it sounds because of insurance, risk, and liabilities.

Chair McDowell asked for an update on the brick restoration project. Christine stated the bricks themselves are done and turned out beautifully, the rose garden committee has selected the new roses to plant in the center of the brick circle and those will be planted as weather allows.

**Member Varney moved to approve. Paul Rice seconded. Motion carried.**

#### **b. Approve Annual Report to Council**

Toni Whitler presented the annual report. Member Alexander brought up the bullet point "Planning Commission's proposal to adopt all trees over 24" dbh (diameter breast height) as Significant Trees and protected under city code" under "SPRAB has supported or recommended the following actions and programs" on page 7. He did not necessarily agree with this, stating just because a tree is big doesn't mean it's a good tree and he did not remember discussing this previously. Ms. Farrell clarified that she didn't think it was discussed at a SPRAB meeting, but it went through the planning commission. Last Monday there was the first public hearing on it, but it hasn't taken effect officially yet. Member Alexander expressed again that a larger tree doesn't mean it is a good tree. She asked if that should be removed from the report since there wasn't an action from the board on it. Dylan clarified that he and a few others were following the updates and submitted some public comments so that could be where the confusion came from.

Member Alexander also mentioned he hopes they can do an in-person retreat this year. Chair McDowell agreed. Vice Chair Varney noted that it was excellent and looked great, she was very impressed. Member Hartwig noted that it was great and helped him catch up with everything that was done before he joined the board.

Ms. Whitler noted that there will be a new chair in January, and they are planning on putting the report forward in January, in the past the Chairs have gone to the Council meeting and presented the report. Member Alexander suggested that current Chair McDowell do it, even though he may not be the Chair anymore then, since he would probably know the most about it. Chair McDowell stated he would be happy to do that if everyone would like that.

**Alan Alexander moved to approve with the bullet point regarding 24" dbh on page 7 removed. Rick Hartwig seconded. Motion carried. (The noted item was removed from the Annual Report prior to sending to City Council)**

#### **c. Board Vacancies/January Elections/Bailey Ridge Park Liaison Change**

Dylan McDowell presented the Board Vacancies/January Elections. Vice Chair Varney stated she is interested in the Chair position. Member Alexander stated he would be willing to serve as the Vice Chair. Chair McDowell stated he would be happy to serve as the Vice Chair, but wants to give other members opportunities to step up and serve in different roles

on the board. Ms. Whitler added that next Monday, December 13<sup>th</sup>, 2021 is when two appointed members will go forward to Council for formal Board appointment, which will leave one vacant seat. The Boards and Commissions Committee meets quarterly so they could have the third position filled in a few months as well. Member Alexander asked if there were any new members that could provide expertise as an arborist, since Member Dukes is leaving. She added that there are applicants that will hopefully go forward in the next round with that expertise.

**No other questions or comments. No motion required at this time.**

## **6. BOARD MEMBER UPDATES**

Member Rice brought up he has noticed while walking with his dogs at Wallace Marine Park that most of the people there are unsheltered or those visiting unsheltered individuals. He stated he wishes he had a solution for it, but just an observation he wanted to mention.

Member Alexander stated he is also on the Salem Parks Foundation and they have volunteered to raise some money to redo the Eco Earth Ball at Riverfront park. He explained that it is a big project for a group their size, so they will be asking SPRAB to consider writing a letter of support for raising the money after the end of the year.

**No other questions or comments.**

## **7. INFORMATION REPORTS**

*(Information reports will now be provided as written reports ahead of the meetings.)*

### **a. Urban Forestry Update**

No questions or comments.

### **b. Parks & Natural Resources Planning Update**

Ms. Farrell provided the update. Chair McDowell asked if the person from the previous meeting that said they would find out what ADA equipment City of Keizer was going to install had reported back to her. Ms. Whitler confirmed she has not heard back.

Chair McDowell asked if Candelaria Reservoir is not technically a park does that mean it can not apply for Salem Park Improvement Fund (SPIF) grants. He was curious if there were ever exceptions on that or if there are other grants or pools of money for this kind of project. Ms. Farrell said she is not aware of any exceptions or grant funding for Candelaria, but we are looking into what they want to put in there and then they should know more. She mentioned the Salem Parks Foundation has a grant program but that is only for City Parks as well. Chair McDowell asked if there could be an update on the tree planting survey results in a future meeting.

Vice Chair Varney asked if the letters of intent have been sent yet for the SPIF grants. Ms. Whitler stated that Jennifer Kellar would have the information on that, but she was unable to join this meeting. Member Alexander said the last time he talked to Jennifer about it, her

staff had reviewed the projects and are conducting assessments and budget estimates on those projects moving forward.

Chair McDowell will watch for other potential funding available for Candalaria Reservoir property. Ms. Farrell requested Dylan let her know if he hears anything through his network.

**No other questions or comments.**

**c. Parks Operations Update**

No questions or comments.

**d. Recreation Services Update**

Becky provided the update. Vice Chair Varney stated she was excited about winning the bid for the 2023 USA Softball Girls 12A and 16A Fastpitch. Becky stated she was very excited too. Chair McDowell asked if there were updates to the permit application regarding ADA accessibility with the new Gerry Frank Amphitheater. Becky confirmed there are those changes as well as some others to the permit application and there will be more signage in the park as well. Chair McDowell asked about doing an ornament hunt in Salem possibly next year. Becky said that would be great and he will probably hear from her, or someone planning with her to get that organized for next year.

**No other questions or comments.**

**8. NEW BUSINESS**

No new business.

**7. NEXT MEETING**

The next regularly scheduled meeting is January 13, 2022.

**8. ADJOURN**

6:26 PM

Minutes: Michelle Starbuck/Toni Whitler

FOR BOARD MEETING OF: January 13, 2022  
AGENDA ITEM NO.: 5.b.

**TO: SALEM PARKS AND RECREATION ADVISORY BOARD**

**THROUGH: ROBERT D. CHANDLER, PhD, PE**  
**ASSISTANT PUBLIC WORKS DIRECTOR**

**FROM: JULIE WARNCKE**  
**TRANSPORTATION PLANNING MANAGER**

**SUBJECT: GRANT APPLICATIONS FOR ORCHARD HEIGHTS PARK ACCESS AND**  
**PRINGLE CREEK PATH CONNECTION**

**SUBJECT:**

Request for endorsement of two grant applications to construct pedestrian access improvements to Orchard Heights Park and to complete the Pringle Creek Path connection to Riverfront Park.

**SUMMARY:**

There is an opportunity to apply for transportation grant funds through the Salem-Keizer Area Transportation Study (SKATS). Two projects being considered for applications relate to park access. One will provide pedestrian access to Orchard Heights Park, and the other will complete the Pringle Creek Path connection to Riverfront Park.

**ISSUE:**

Shall the Salem Parks and Recreation Advisory Board endorse two grant applications; one to construct pedestrian improvements to Orchard Heights Park and the other to complete the Pringle Creek Path connection to Riverfront Park?

**RECOMMENDATION:**

Endorse two grant applications; one to construct pedestrian improvements to Orchard Heights Park and the other to complete the Pringle Creek Path connection to Riverfront Park.

**FACTS AND FINDINGS:**

- SKATS is currently soliciting grant applications for transportation projects. Applications are due February 24, 2022. Successful applications will be programmed to receive funding in 2024-2029. Public Works staff submitted 14 pre-applications for this funding program, including one to address pedestrian access to Orchard Heights Park and one to complete the Pringle Creek Path connection to Riverfront Park (Attachments 1 and 2). Staff is working to refine the list of potential applications and will take a report to City Council on February 14, 2022, to seek approval for final applications.

*Orchard Heights Park Access:*

- There are no sidewalks along the north side of Orchard Heights Road NW adjacent to Orchard Heights Park, west of Parkway Drive NW. The sidewalk gap is about 1,200 linear feet.
- The missing sidewalk creates a barrier for people wanting to walk to Orchard Heights Park from the west, including an area of high-density residential development.
- An opportunity exists to make a connection to the park by creating a pedestrian walkway that extends the existing sidewalk southeast about 325 feet to the intersection of Chapman Hill Drive NW and from there construct a new path into Orchard Heights Park to connect to the existing paths. A crossing of Glenn Creek is necessary to meet accessibility requirements. The new bridge will also need to accommodate access by parks maintenance vehicles. A project concept is attached (Attachment 3).
- The estimated cost of this project is approximately \$1.2 million in current dollars.

*Pringle Creek Path Connection:*

- Pringle Creek joins the Willamette River at the southern end of Riverfront Park. In 2019, the City completed the Pringle Creek Daylighting and Restoration Project along the segment of Pringle Creek located between Commercial Street and the rail line. The removal of the concrete slab from the former Boise Cascade building and restoration of the creek set the stage for connecting the existing trail along Pringle Creek from Civic Center to Riverfront Park, crossing under Commercial Street.
- SPRAB endorsed a grant application to construct this path connection in January 2021 through the Oregon Community Paths Program. This application was not successful. Staff proposes to continue seeking funding for this project, including through SKATS and through upcoming rounds of the Oregon Community Paths Program.
- The estimated cost to complete the project is approximately \$5.6 million.

Attachments:

1. Pre-Application: Orchard Heights Road NW Pedestrian Improvements
2. Pre-Application: Pringle Creek Multi-use Path Phase II
3. Orchard Heights Pedestrian Improvement Concept Figure



## SKATS 2024-2029 Transportation Improvement Program (TIP) Pre-Application

PRE-APPLICATION FORM – Due Wednesday, December 1, 2021

Project No. \_\_\_\_\_

**Orchard Heights Rd. NW Pedestrian Improvements****Project Visual:****Project Description:**

This project calls for three improvements to increase access to Orchard Heights Park for residents to the west of the park. Those improvements are:

- Construct sidewalk on north side of Orchard Heights Rd. NW from Linwood St. NW to Chapman Hill Dr. NW
- Construct multi-use path into Orchard Heights Park
- Construct bridge over Glen Creek; bridge would have to accommodate Parks Operations vehicles

Orchard Heights Park is presently only accessible on Orchard Heights Rd. NW via the main entrance at Parkway Dr. NW. There is currently no pedestrian facility on the north side of Orchard Heights Rd. NW connecting the residents to the west to this entrance. Construction of the sidewalk to Chapman Hill Dr. NW, along with the multi-use path and bridge, will allow a different point of access into the park that is accessible to those areas. The new pathway and bridge will connect to existing paths that parallel Orchard Heights Road, connecting to the people walking to Parkway Dr. NW. Sidewalks continue along Orchard Heights south east to Wallace Road.

**Project Quick Facts**

Location	<b>Orchard Heights Rd. NW</b>
Cross street(s)	<b>Linwood St. NW to Chapman Hill Dr. NW</b>
Length in feet	<b>~1150'</b>
RTSP functional class	<b>Minor Arterial</b>
Type of project	<b>Bike/Ped</b>
5-year crash history	<b>10 (2014-2019)</b>
Bike/pedestrian volumes	<b>N/A</b>
Current traffic volume	<b>8220 (2006, Salem)</b>
Transit ridership	<b>Routes 16 &amp; 26</b>
RTSP Project Number	<b>S131</b>

**Anticipated Project Timeline**

Phase or activity	Federal Fiscal Year*
<b>PE</b>	<b>2025</b>
<b>ROW</b>	<b>2027</b>
<b>CONS</b>	<b>2028</b>

*\*Include desired estimated year of phase obligation*

**Preliminary Project Cost Estimate**

Federal funds requested	<b>\$897,300</b>
Local match	<b>\$102,700</b>
Total project cost	<b>\$1,000,000</b>

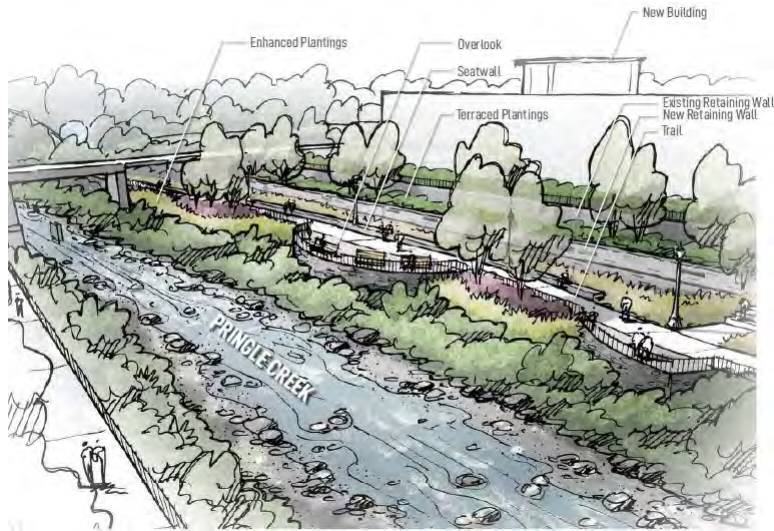
**Contact Information**

Sponsoring organization	<b>City of Salem</b>		
Contact person & title	<b>Julie Warncke, Transportation Planning Manager</b>		
Contact e-mail	<a href="mailto:jwarncke@cityofsalem.net">jwarncke@cityofsalem.net</a>	Phone	<b>503-588-6211</b>

*For questions regarding the development of the Transportation Improvement Program: contact Karen Odenthal 503-540-1608 or kodenthal@mwvcog.org*

## Pringle Creek Multi-use Path Phase II

**Project Visual:**



**Project Description:**

This project will construct a critical missing segment of the Pringle Creek Path along the north bank of Pringle Creek connecting Salem Civic Center to Riverfront Park. The project will result in continuous off-street path connections between Salem Hospital, Pringle Park, Riverfront Park, Minto Brown Island Park, Wallace Marine Park, and Willamette University. The path serves as an alternate east-west route for people walking and bicycling along OR 22.

Phase 1 of this project was completed in 2019 using \$2.9 million of City funds. This phase day-lighted Pringle Creek and prepared the bench for the future path. Phase 2 includes bridging Pringle Creek under the Commercial Street Bridge, constructing the path, crossing under the railroad, and installing lighting and scenic overlooks.

Crash data is based on the OR 22 route between Winter Street and State Street. This critical link would complete the separated bicycle and pedestrian facility for this corridor.

**Project Quick Facts**

Location	<b>Pringle Creek, north bank</b>
Cross street(s)	<b>Civic Center to Riverfront Park</b>
Length in feet	<b>~500</b>
RTSP functional class	<b>N/A</b>
Type of project	<b>Bike/Ped</b>
5-year crash history	<b>300 (2015-2019) (OR22)</b>
Bike/pedestrian volumes	<b>n/a</b>
Current traffic volume	<b>18,253-30,350 (2020, ODOT OR22)</b>
Transit ridership	<b>n/a</b>
RTSP Project Number	<b>n/a</b>

**Anticipated Project Timeline**

Phase or activity	Federal Fiscal Year*
<b>PE</b>	<b>2025</b>
<b>CONS</b>	<b>2027</b>

*\*Include desired estimated year of phase obligation*

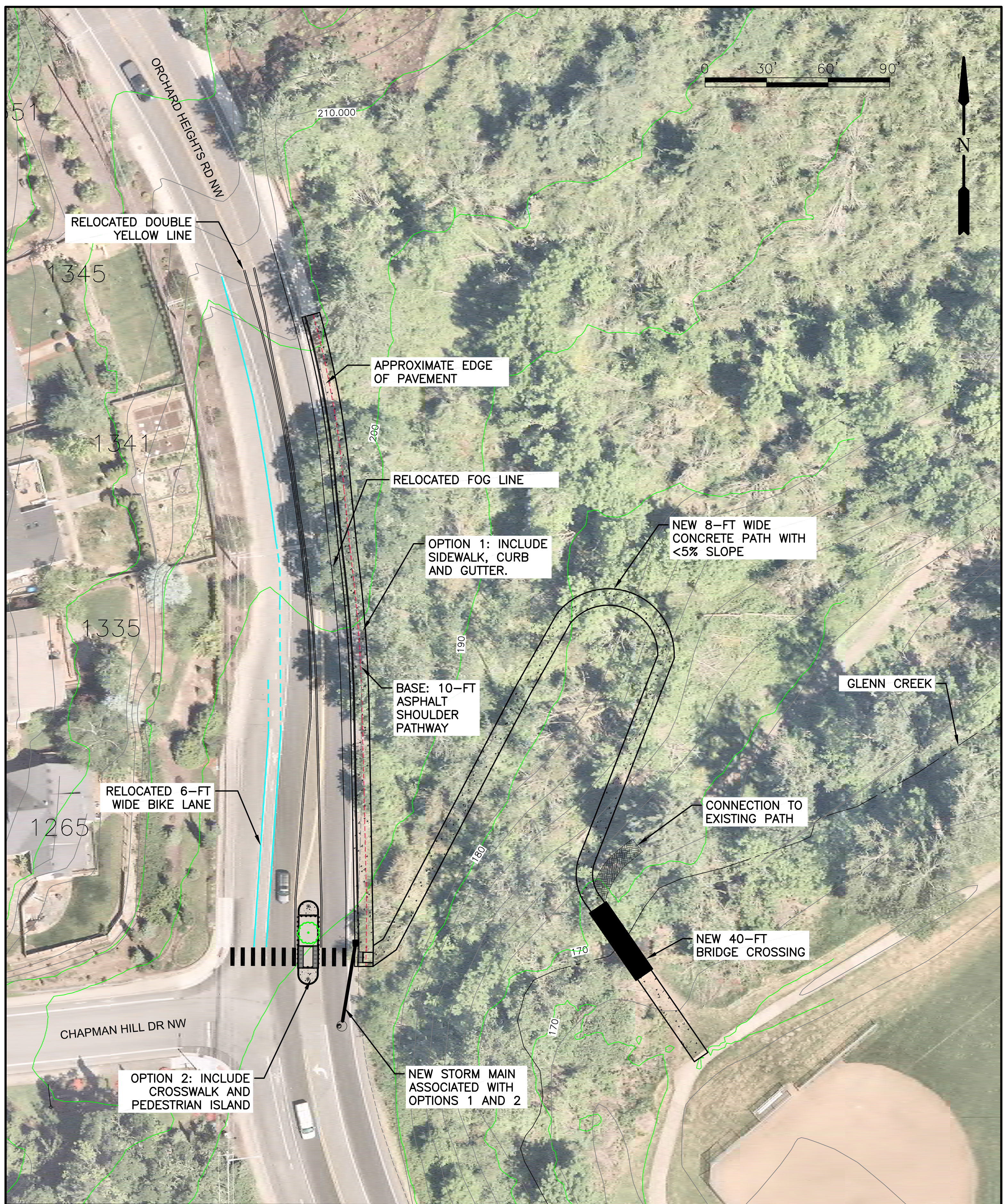
**Preliminary Project Cost Estimate**

Federal funds requested	<b>\$ 4,988,988</b>
Local match	<b>\$ 571,012</b>
Total project cost	<b>\$ 5,560,000</b>

**Contact Information**

Sponsoring organization	<b>City of Salem</b>		
Contact person & title	<b>Julie Warncke, Transportation Planning Manager</b>		
Contact e-mail	<a href="mailto:jwarncke@cityofsalem.net">jwarncke@cityofsalem.net</a>	Phone	<b>503-588-6211</b>

*For questions regarding the development of the Transportation Improvement Program: contact Karen Odenthal 503-540-1608 or kodenthal@mwvcog.org*



Information Reports Packet  
For SPRAB Meeting January 13, 2022

1. Mission Street Parks Conservancy Minutes
2. Urban Forestry Report – Milan Davis, Urban Forester
3. Parks and Natural Resources Planning Report - Patricia Farrell, Parks and Natural Resources Planning Manager
4. Parks Operations Report – Jennifer Kellar
5. Recreation Services Report– Becky George, Recreation Services Supervisor
6. Parks Damage Report



Board Meeting Minutes  
December 3, 2021

**In Attendance**

Gretchen Carnaby  
Christine Chute  
Gary McKuen  
Kathy Savicki  
Michael Slater

1. **Agenda** Christine called the meeting to order.
2. **Minutes** Michael moved and Kathy seconded adoption of the minutes for the October meeting. Motion passed.
3. **Financial** Gary reviewed the October and November financial reports. Both income and expenses are within budgeted amounts. A fundraising appeal was mailed to 860 households the day after Thanksgiving. So far there have been on-line contributions of \$1880.
4. **Old Business**
  - **Rose Garden Committee** Gretchen reported that the committee met in the garden and selected a white rose to purchase to fill the restored focal point. They have assigned volunteers to redraw the map of the old rose collection and identify any gaps. Under the direction of rose expert Elaine Sedlack, the committee will decide on additional roses to fill out the collection. At that point new labels could be ordered for each rose. Brian Smith and Bill Meltzer will identify hybrid and floribunda rose beds to be raised by Brian's crew, and the committee will identify roses to be added to them. In the past we have split the cost of this project with the City. We have agreed with Brian to purchase and test steel edging for two of the old rose beds to reduce maintenance edging. In a future meeting the Board will discuss climate change and water issues, including challenges in watering in the rose gardens.
  - **Lower Oak Grove** We have not yet heard back from Milan about his assessment, but may learn more when he presents to the SCAN Board meeting next week.
  - **Board Composition** With Bonnie's resignation, we have urgent need of more Board members. We brainstormed possible recruits and will expect reports back from those conversations at the next Board meeting.
  - **GIS Update** Michael shared a progress report from the contractor and expects completion by the end of January. We will highlight use of these new web features in the next newsletter.

5. **New Business**

- **Review of the gardening season** Michael will develop a survey to collect volunteer feedback.
- **Hidden Woodland Garden** A draft design developed by Michael and Gretchen was carefully reviewed and approved. We are planning to submit to City staff for review and identification of next steps in the approval process before sharing this with our volunteers and potential donors.
- **2022 Budget** The Board edited a draft budget for 2022. We will develop specific budgets for projects in later budget amendments. Kathy moved and Gretchen seconded approval. Motion passed.

**Next Meeting:**

**January 4, 10 am to noon**

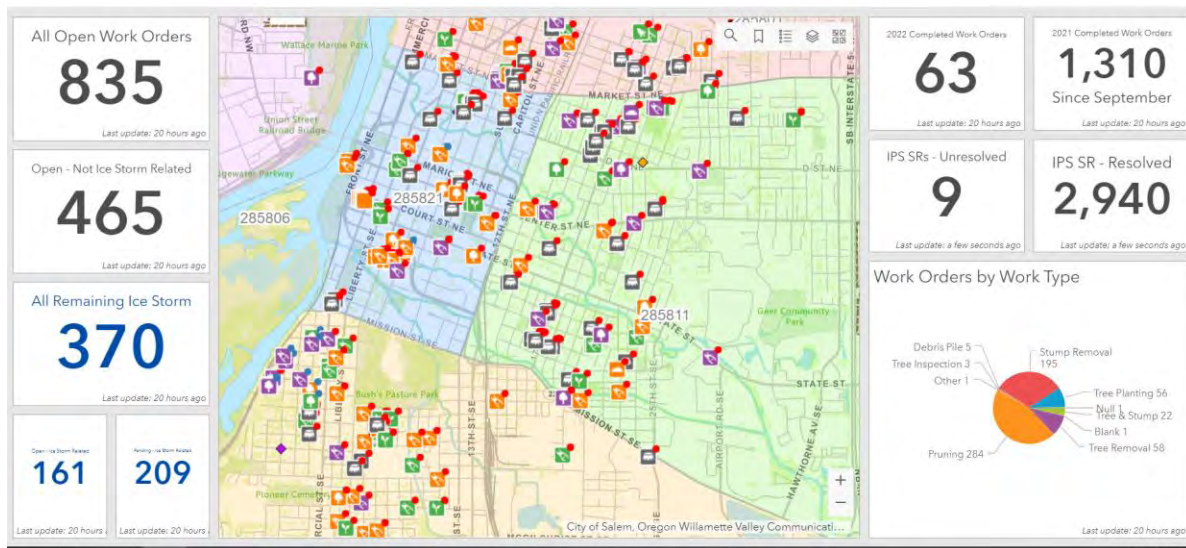
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# Urban Forestry Report

January 2022

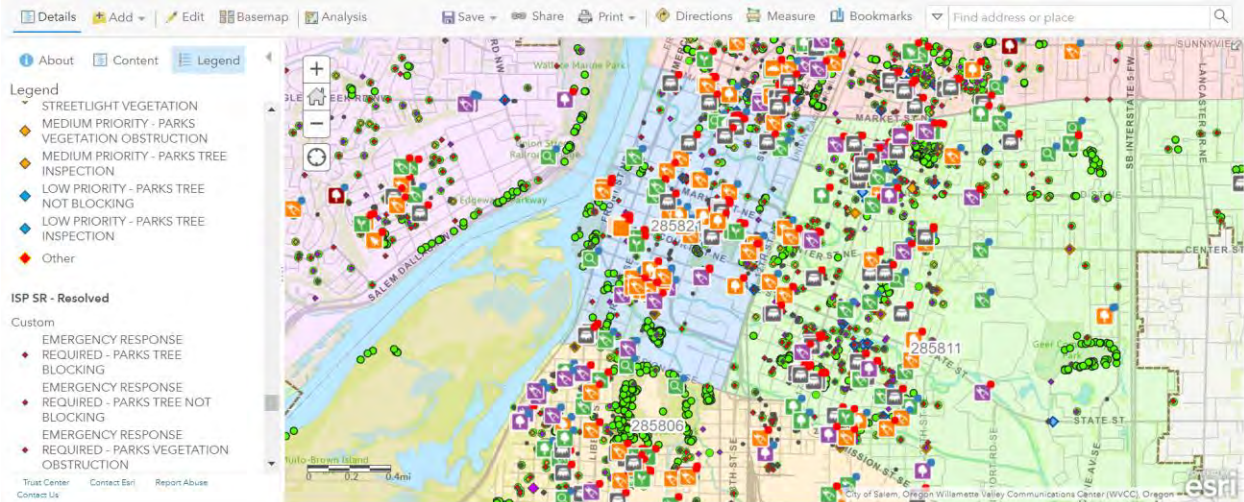
Milan Davis, COS Urban Forester, Parks Supervisor

The City of Salem Urban Forestry Division is still working on damage sustained during the February ice storm 11 months ago. Currently 370 work orders remain as well as over 1000 stumps that need to be ground, and subsequent trees replanted when the stumps are removed. Along with our continued effort to clean up from the storm the UFD is working on routine maintenance of our city trees including removals, pruning, new plantings, stump removals and inspections.



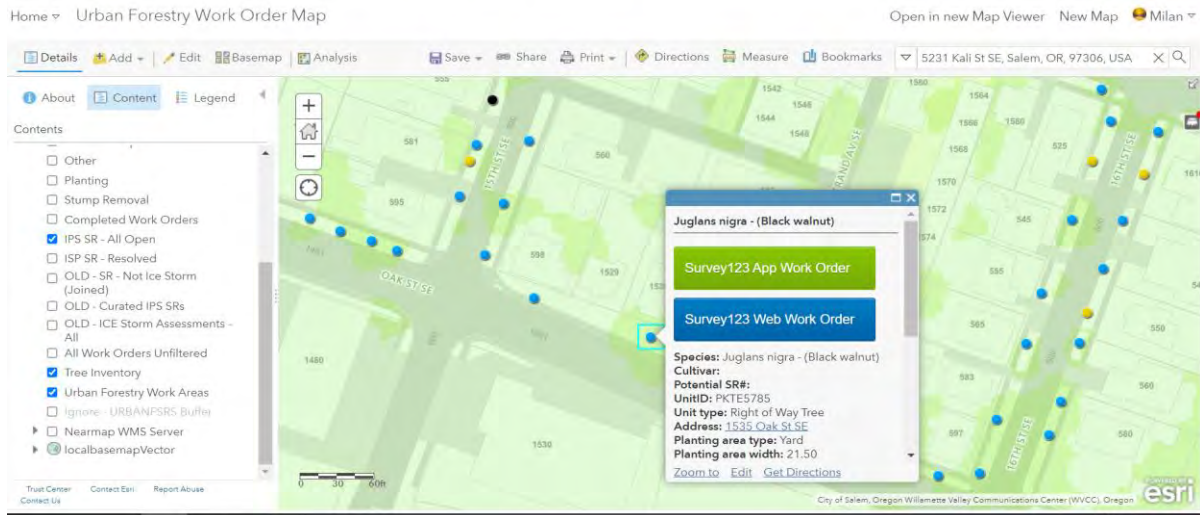
Map Above: Updated Urban Forestry Dashboard that is available to management on Salem Maps Online, that updates a few times

We have been working to improve our inventory and asset management maps recently and are working closely with our Public Works GIS analyst Michael Medina very closely over the last few months. Michael has been able to meet with us almost daily to try and understand the work we perform and how that relates to how we inventory trees and create work orders to improve our workflow. We now have the ability to view Service Requests from Public Works Dispatch that populate on our Urban Forestry map every 15 minutes. Thus we can inspect SRs almost in real time and create associated work orders or inspections on our map. This will be very useful if we have another storm event. These work orders are directly related to a specific tree/location and the work is stored and can be viewed through our map. This will give us work history that can be useful when talking to residents about their trees as well as any service request related information.



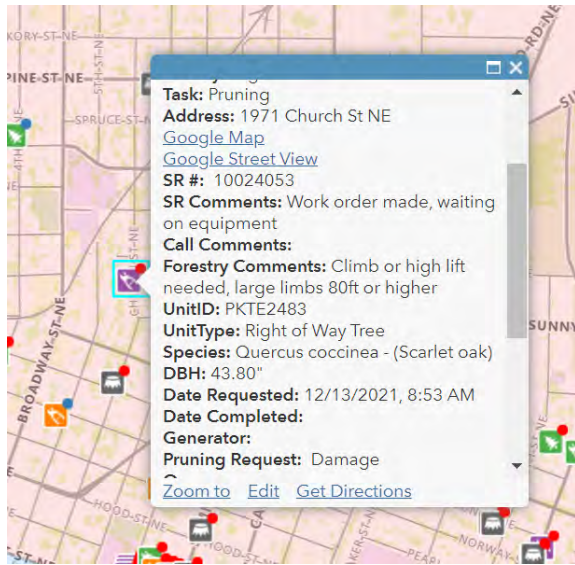
Above map shows Service Request and Work Orders in real time, updating every 15 minutes throughout the day.

The maps can be viewed via smartphone, tablet and on desktop so our entire crew has the ability to access this data. Our team can update the inventory, which involves geolocating the point and using the asset tree table to fill in the required information, including address, unit type, tree species and many more so we have pertinent information to that tree. Work orders can be made easily with this system, as well as work orders opened and edited by all our staff.



When we send staff out for daily tasks they use the maps to find where they are going as well as having the ability to open the work order for each tree they are working on that will detail the instructions for the job. Once work has been completed staff can close work orders and the information will be stored for that tree.





**Current Urban Forestry Staff**

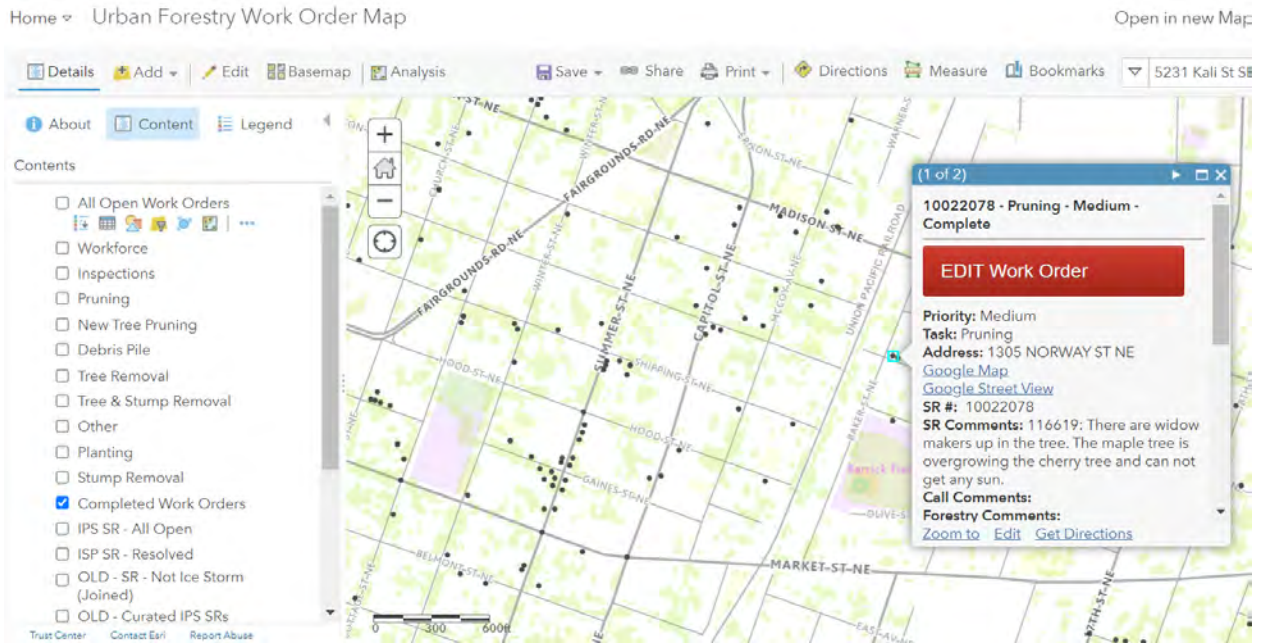
- Milan Davis- Urban Forester Supervisor
- Tom Bradley- Project Coordinator
- Don Gunther- Tree Trimmer/ Inspector
- Mike Tyler -Tree Trimmer
- Jake Downer- Tree Trimmer
- Evan Doney – Tree Trimmer
- Cesar Estrada-Cano –Parks Maintenance Operator

Public Works GIS Analyst- Michael Medina

Seasonal maintenance staff:

- Jacob Rybloom
- David Kahawaii Jr

**Work order information**



Completed work orders that can be viewed and will help us track our work in real-time, these WO are attached to PW SRs

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

**Bailey Ridge Park Master Plan** –Cameron McCarthy, Landscape Architects, is working on initial site analysis and opportunities and constraints. The first meeting will be in late January (1/26/22). We are working under the assumption that all meetings will be virtual. Micki and Paul are the SPRAB liaisons. Since Paul has stepped off board a new member will be engaged.

**Geer Community Park Master Plan Update/Phase 2 Development - Skate Park 30% Design** – Public feedback has been analyzed and initial design work begun. Greenworks Landscape Architects and Evergreen Skateparks will provide two initial design concepts and the next round of public engagement will be held in early February.

**Bill Riegel Park** –Engineering is developing construction plans and bid package. Park will be under construction in summer of 2022. (No change)

**Woodmansee Park Phase 1 Improvements** – Engineering is developing construction plans and bid package. Park will be under construction summer of 2022.

**Climate Action Plan** –The Final Draft plan has been posted and public comment period has been extended. Council received an informational report on December 6. Approval of the plan by Council still TBD. No date has been set.

**Tree Planting** –Results of the public survey about trees on private property has been completed and a brief report prepared (attached). Goal of the survey was to find out barriers and incentives to private property tree plantings. This will help with our outreach in the future. Pilot private front yard tree project kicking off in NOLA in February. Other tree planting events happening, though December event canceled due to wind advisory.

**Beaver Dam Operational Plan.** Draft plan being prepared and reviewed. Comments from stakeholders and agencies are being incorporated into final draft. It will come back to SPRAB 2022 and then go to Council after that as an informational report. (No change.)

**Minto Island Conservation Area (MICA) Events**– staff is working on proposed changes to the event guidance in order to accommodate larger events such as Ironman during bird nesting season. Proposed changes have been reviewed by ODFW and BPA. Final responses to their inquiries sent back and DEQ will provide a letter as requested. The MICA Management Plan will need to be updated to incorporate the new permit requirements.

**SPRAB Annual Report** –Final 2021 report went to City Council January 10.

**Park Usage and Permitting Recommendations** – Toni is lead on incorporating the recommendations into the Parks, Streets, and Public Open Spaces Administrative Rule. Some of the recommendations have complexities that may take some time to work through. She is working with Jennifer Kellar, Becky George and her staff in this process. (No change.)

**Fairview Land Donation** — A 1.7-acre parcel of land was donated to the City at the corner of Lindberg Road and Strong Road. This land will be added to Fairview Park.

**The Woods at Fairview** — Another piece of land, known as the “Fairview Woods” property, will be donated to the City. This property is approximately 14 acres and extensively wooded. It has old asphalt roads through part of it, as it once was the location of Fairview Training Center employee housing.

**Salem Parks and Recreation Advisory Board Meeting**  
**Parks Operations Update – January 2022**

**Unsheltered Population Clean-Up Update**

- 1) A clean-up was held on 12/9/2021 at the following two areas:

**Marion Square Park/Front Street Bypass/Marion & Center Street Bridges Clean-up**

Public Works along with a 12-person Service Master/Gliss crew did a half-day garbage and litter clean-up through all of Marion Square Park, underneath the Marion and Center Street Bridges, all of the ramp areas, adjacent alleys and sidewalks, all three stormwater detention basins and both sides of Front Street Bypass (except the center median – we did not have the proper traffic control available). We collected about 18 cubic yards of garbage. No campsites were posted for clearance, so this was largely a litter pick-up, hence the small volume of garbage – but a lot of ground covered. On 12/9/2021 ODOT posted the bridgehead area for clearance and clean-up on 12/21 – so that part of the area staff cleaned today will be cleared and cleaned again.

**Claggett Creek Natural Area**

Salem Police, and Code Compliance officers worked closely with Affordable Towing Company to remove all of the vehicles that were parked inside the Natural Area property. All but one Fifth-Wheel trailer were removed, either on their own power, towed out...or in many cases pulled out by a bulldozer owned by Affordable Towing. The bulldozer was key in accomplishing the goal of removing all the vehicles. Four stolen vehicles were recovered. The access points to the property were blocked by jersey barriers to properly secure the entrance points. Signs prohibiting public access will be posted early next week.

- 2) A second clean-up was held on 12/16/2021 at Claggett Creek Natural Area.

Staff worked throughout the day in mud that was 6 to 24 inches deep. A 6-person Marion County AIC crew was used to clean the southwest portion of the natural area making good progress, removing about 24 cubic yards of garbage. A 16-person Service Master/Gliss crew cleaned the northeast portion of the natural area and removing about 90 cubic yards of garbage. Together, 114 cubic yards of garbage and 51 tires were removed from the site. A unique method was used of bagging and collecting garbage and placing it on tarps, which were tied up and then the skid steer loader came and loaded them into the garbage truck. This sped up the process and decreased the amount of time needed to drive ATVs and people through the mud.

Affordable Towing came out again and removed a pick-up truck, sedan, travel trailer, a burned-out hulk of an RV, and a fifth-wheel trailer.





- 3) December 30<sup>th</sup> third clean-up at Claggett Creek Natural Area was cancelled due to the forecasted snowstorm, sub-freezing temperatures most of that week and staffing levels.
  
- 4) Due to the on-going heavy rainstorm and potential for flooding, the homeless cancelled for January 6<sup>th</sup> was cancelled. There are no major camp clean-ups scheduled in January due to the combination of excessive muddy, rainy conditions and the City's desire to not disturb campers just prior to the Point-in-Time count on January 25<sup>th</sup>. Staff anticipates restarting the major clean-up efforts the first week of February 2022. There still may be a need to clean up after some smaller camps or dumped garbage in public street right-of-ways or parks in the month of January.

## **PROJECTS**

Camera installation project at Englewood Park has been fully completed. This was a project initiated by Parks Operations and collaboratively performed between Parks Operations, Salem Police Department and the neighborhood association. Two cameras were installed to help in addressing the criminal activity in and around the park.

New mobile application was initiated by Parks Operations and has been developed for collecting data of parks vandalism and graffiti issues.

New mobile application was initiated by Parks Operations and developed to use in performing safety inspections in lieu of filling out hand-written safety sheets.

The data in both of these applications will be located in a Geoportal for both historical and future use.

### **SALEM PARKS IMPROVEMENT FUND (SPIF) GRANTS**

In the current 2021-23 cycle, eight Letters of Intent were submitted by neighborhood associations for project review and considerations. These requests will be reviewed and considered in more detail in February by the SPIF Committee toward project grant awards. Neighborhood Associations providing submittals were:

Morningside NA	Project at Morningside Park
Sunnyslope NA	Project at Secor Park
Northgate NA	Project at Fisher Park and project at Northgate Park
West Salem NA	Project at Brush College Park
Faye Wright NA	Project at Hillview Park
SWAN	Project at Fircrest Park
CANDO	Project at Marion Square Park

SPIF Award determination details will be provided in a future monthly update.

**Salem Parks and Recreation Advisory Board Meeting**  
**Recreation Update – January 2022**

1. Events/Facility Use

- Despite the ongoing Covid pandemic, individuals/businesses/organizations are busy scheduling events in 2022. We already have over fifty events, mostly at Riverfront Park, confirmed. Currently, Movies in the Park, Ironman, World Beat Festival, Fish and El Rey Concerts, as well as some non-profit runs/walks and a few company picnics on the calendar.
- Interviews for the new Limited Duration (18 months or less) position managing the Gerry Frank I Salem Rotary Amphitheater will occur in January. We are hopeful the new staff person will begin in February.
- Parks and Recreation staff have a walk-through of Bush's Pasture Park scheduled with Salem Art Association (SAA)/Art Fair and Festival representatives on January 13. This meeting will provide SAA an opportunity to present their new proposed Art Fair layout, taking into consideration the Cultural Landscape Management Plan at Bush's Pasture Park.

2. Youth Recreation Programs

- Recreation staff, in cooperation with the Park Ranger, hosted the last evening Owl Prowl for the winter on December 17 in Minto-Brown Island Park. Even though it was cold, the evening was dry, and the event was well attended. A total of three Owl Prowls were held in the fall/winter of 2021 with nearly 100 people participating.
- The Riverfront Holiday Tree Lighting took place on December 10. Mayor Bennett led the festivities and Salem Fire drove Santa Claus into the park to help flip the switch. We had quite the turn out with members of the public attending and strolling through the wonderful light display Parks staff put together.
- We hosted our first Jingle Bell 5k Relay in Riverfront Park, on December 17. We had 30 teams participate. Participants of all ages took turns completing a 1k loop while enjoying the holiday light display including the existing lights in the Gerry Frank I Salem Rotary Amphitheater.
- Recreation staff are currently working with program contractors to renew and/or initiate agreements for 2022 programming. We are hoping to offer more options as well as bring back favorites like LEGO, which has been on hold since the start of the COVID-19 pandemic.

3. Softball and Kickball Leagues/Tournaments

- The 2022 tournament schedule is nearing completion with registration paperwork, fees and deposits being taken in for 25 weekends between April & October.
- Staff have been working with HR to get the hiring process going, with the Lead Rec IV Part Time Exempt (PTE) position opening next week and seasonal positions set to open in late February.
- Development of 2022 program offerings and league schedules continue. Staff will be meeting with the Softball Player's Council over the next couple of months to discuss necessary changes or updates.

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, Staff Assistant *MC*  
Public Works Department

**DATE:** December 8, 2021

**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 November 2021. The dollar amount shown represents the estimated repair/replacement cost for the damage sustained.

A total of \$5,565.54 occurred from 3 incidents. In comparison, the total from November 2020 was \$1,329.96 from 5 incidents.

CC: Steve Powers, City Manager  
Trevor Womack, 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 Bechtel, AICP, Operations Division Manager  
Patricia Farrell, Parks and Natural Resources Planning Manager  
Becky George, Recreation Supervisor  
Toni Whitler, Planner  
Skip Miller, Deputy Police Chief, SPD



**DAMAGE TO CITY OF SALEM PARKS AND OPEN SPACE**  
**November-21**

<b>Date Occurred</b>	<b>Cost</b>	<b>Location / Neighborhood Association</b>	<b>Description</b>
11/13/21	\$612.06	Bush's Pasture Park	Drinking fountain torn off of wall
11/13/21	\$4,282.29	Riverfront Park	Various damages. Drinking fountain torn off wall, water bottle fill station damaged, and wires and lights on bridge damaged.
11/16/21	\$671.19	Geer Park	Broken upper window at Geer Building
<b><u>3</u></b>	<b><u>\$5,565.54</u></b>		
<b>Total Number of Incidents</b>	<b>Total Dollar Damage</b>		