



City of Salem Salem Parks and Recreation Advisory Board

December 8, 2022

5:30 p.m.

Online ([Zoom](#))

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 Bechtel, 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; Billy Powers, Recreation Coordinator; Melinda Moon, Recreation Specialist; Laurel Christian, Planner II; Don Gunther, Project Coordinator

AGENDA

1. Welcome and Call to Order
2. Approval of Minutes
 - a. October 13, 2022
 - b. October 28, 2022
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. Discussion of Proposed Amendments to Salem Revised Code Chapter 86 (Trees on City Owned Property)
 - b. Softball and Summer Recreation Program Overview/Recap – *Melinda Moon and Billy Powers, Recreation Services*
 - c. Heritage Tree Program presentation – *Don Gunther, Project Coordinator*

5. Board Member Updates
 - a. Takeaways and Next Steps from the SPRAB Retreat

6. Information Reports – written
 - a. Mission Street Parks Conservancy Minutes
 - b. Urban Forestry Update
 - c. Parks & Natural Resources Planning Update
 - d. Parks Operations/Salem Park Improvement Fund Project Updates
 - e. Recreation Services Update
 - f. Parks Damage Report

7. New Business

8. Adjourn

Next Meeting: January 12, 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

October 13, 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
Milan Davis
Becky George
Jen Mongolo
Mitchell Jones

-
1. **Call to Order**
Welcome and call to order by Chair Dylan McDowell at 5:31 p.m.
 2. **Roll Call**
Alan Alexander and Dave Fridenmaker were marked absent.
 3. **Approval of Agenda and Minutes**
Approval of agenda by voice vote.

Approval of the September 8, 2022 minutes.
Motion: Member Rick Hartwig motioned to approve the minutes. Member Woody Dukes seconded the motion. The motion passed unanimously.
 4. **Public Comment**
None
 5. **Board Items/Presentations**
 - a. Salem Parks Foundation (SPF) president, Carol Snyder, discussed the Eco-Earth Globe restoration project, fundraising and public awareness opportunities. Total cost of the restoration is \$400,000. SPF has committed to raising \$300,000, about half of which has been raised. She also summarized five projects the Neighborhood Park Grant Program has provided to various parks in 2022. Chair McDowell asked for a list of projects funded for the year. Carol will provide it.
 - b. Milan Davis gave an update on the emerald ash borer (EAB) management plan. Information about EAB is available on the [city's web site](#). Jen Mongolo, Don Gunther and Milan Davis met with Oregon Department of Agriculture and Oregon Department of Forestry to stay up to date on the state's response. The City has been actively developing an inventory of City-owned streets over the past two-and-a-half years, which is very valuable information for managing EAB in Salem. Information collection is needed for park trees as well as for Oregon ash trees

found throughout the city along waterways and within natural areas. We don't expect the EAB to reach Salem for about three years. The fast death of the ash tree is the most concerning aspect since nothing stops the borer and treatment only prolongs but won't save the life of the tree. Chair McDowell suggested placing temporary informative signs near ash trees. Insect traps will be placed around the city next year to monitor for the beetle, and a campaign outreach to residents and neighborhood associations is planned.

c. Rob Romanek shared the workflow of the Capital Improvement Plan (CIP) process. Projects are submitted by citizens and city departments, then Public Works staff decide on projects, funding and public outreach with the budget committee's and City Council's approval. Rob identified new active issues (including trash compactors, property acquisition and development projects) and current projects in the City's five-year CIP. Chair McDowell asked about the CIP committee members. Besides parks and natural resources manager Rob Romanek, they include program manager Tammi Starrs, parks and recreation services manager Jennifer Kellar, assistant public works director Robert Chandler, operations division manager Mark Bechtel, and two City engineers.

Member Hartwig asked about the seemingly limited information shared with the public about the upcoming bond measure. Chair McDowell shared a [link about the bond measure](#) which includes \$28.4 million for park upgrades.

Member Miller asked which areas of Salem have the greatest park needs. Rob identified them (based on geographic equity) as the areas of NE Salem and the edges of the city where facilities are not as available.

Chair McDowell wondered about target metrics goals for each ward. Rob explained that the level of service ratio of park land per 1,000 residents and neighborhood parks served is ideally one-half mile or within quick walking distance from every residence. Member Hartwig appreciated that parks are planned near areas with new developments.

Member Miller asked if there's a city-wide goal for dog parks. Rob said four more will meet the desired level of service.

d. Rob Romanek asked for feedback from board members before staff proceed with crafting the annual report. It's organized by the six main actions of the [City of Salem Strategic Plan](#) and he recommends staying with that format. Chair McDowell thought that it would be nice to reference letters written by SPRAB to City Council in the Good Governance category. Vice-Chair Norris suggested including an additional section to summarize SPRAB recommendations.

e. Rob Romanek showed a draft agenda of the SPRAB retreat. Chair McDowell reviewed and expounded on the agenda and requested feedback from members. Member Holland wants a bike path extended all the way to Keizer Rapids Park. Rob will bring a proposed trail system plan map. Vice-Chair Norris questioned SPRAB's role when discussing engagement opportunities and exploring avenues for those recommendations. Rob will guide that discussion. Chair McDowell thought that subcommittees could be appointed for some work for certain recommendations like climate action plans. Member Lloyd was curious about funding for park improvements which will be covered by staff during the parks and recreation overview. Member Dukes requested reestablishing the tree committee

and reviewing processes and procedures, as well as functions of SPRAB within city government. Member Miller noted that information on the city web site is minimal regarding city parks and available amenities at each. Rob agreed that this is an area needing improvement. The [park finder map](#) is helpful but not a comprehensive resource.

6. Board Member Updates

Vice-Chair Norris shared that his representation of SPRAB at the Salem Public Library Strategic Planning Committee is done. The finalized plan will be available soon. Member Holland said the West Salem Neighborhood Association has asked him to represent SPRAB at their meetings.

7. Information Reports

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

a. Mission Street Parks Conservancy (MSPC)

Christine Chute shared that South Central Association of Neighbors voted to help MSPC with fundraising to revitalize the old rose garden. Chair McDowell appreciated her efforts and for sharing with/updating SPRAB.

b. Urban Forestry Update

No questions or comments.

c. Parks & Natural Resources Planning Update

Chair McDowell thanked Rob Romanek for sharing the Salem Climate Action Plan summary and recommended all members read through it before the retreat. Jen Mongolo updated the group on the Minto Island Conservation Area native plant buffer extending 20-25 feet along both sides of the trail. Recommended changes to the land use agreement with easement holder Bonneville Power Administration for reducing large event restrictions were approved. The city will continue to monitor bird nests during large events. Member Holland inquired about the Minto-Brown eagles and wondered how many fledged and, also, what impacts to park resources have been attributed to beavers. Jen Mongolo gave an update on the eagle nest located on city property and thoughts on co-existing with beavers.

d. Parks Operations Update

No questions or comments.

e. Recreation Services Update

Becky George updated the group on the Salem Main Street Association holiday event/parade scheduled for Nov. 26 (Small Business Saturday). In addition to the city's Riverfront Park tree lighting ceremony on Dec. 2, there will be another tree lighting in the downtown area with carolers and other activities. Also, because the Fourth of July fireworks at Riverfront Park impact eagle nests, other locations are being considered for celebrations, including Oregon State Fairgrounds.

8. New Business

No new business.

9. Next Meeting

The next meeting is October 28, 2022.

10. Adjourned at 6:55 p.m.



City of Salem

Salem Parks and Recreation Advisory Board

October 28, 2022
In-person Meeting
Minutes - Draft

Members Present

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

Members Absent

Dave Fridenmaker

Staff Present

Rob Romanek
Jennifer Kellar
Nancy Harrington

-
1. **Welcome and Review of Agenda**
Welcome and call to order by Chair Dylan McDowell at 9 a.m.
 2. **Introduction of Councilor/Mayor-elect Chris Hoy**
Councilor/Mayor-elect Chris Hoy greeted the group and shared his vision for revamping the boards and commissions process in an effort to make them more impactful, meaningful and reflective of the entire community. As mayor, he would like to highlight every park in Salem and looks forward to increasing the flow of communication between SPRAB and City Council.
 3. **Icebreaker Activity**
Members and staff briefly introduced themselves and shared favorite memories of parks.
 4. **Public Comment**
None
 5. **Salem Parks and Recreation Overview**
 - a. Rob Romanek gave a presentation reviewing SPRAB's history and role over the past 70 years. He explained the organizational structure of the Public Works Department and comprehensive and master park planning/improvements.
 - b. Jennifer Kellar gave a presentation on the City's budget process and provided details on the Parks Operation, Urban Forestry and Recreation Services budgets. She also discussed the Capital Improvement Plan (CIP) and the Salem Park Improvement Fund (SPIF).
 6. **Opportunities for Members, Reactions and Discussion**
Chair McDowell offered goals and expectations for SPRAB members to consider to increase community awareness and promotion of parks and recreation opportunities. Members are asked to volunteer for (at a minimum) at least one city

event per year and consider representing SPRAB at their neighborhood association meetings, connect with community members, engage with City councilors and be a part of city planning processes on behalf of SPRAB. He asked that staff provide a summary of master plans for all City parks, outreach information for members, communicate about upcoming projects and promote SPRAB at city events/meetings.

Members expressed positive feedback to Chair McDowell's comments and added other suggestions, including increased promotion and preservation of City parks, studying how parks are used, liaison opportunities, staying up-to-date with emerging community needs (such as electric bike charging stations along bike paths), being more engaged with the master plan process and recognizing the importance of staffing/maintenance.

7. Moving Forward

Chair McDowell outlined areas where SPRAB can provide input, including recommending natural resource strategies for early implementation in the Climate Action Plan, the Goal 5 Riparian Corridors Inventory and updating the Transportation System Plan and the Comprehensive Parks System Master Plan. Subcommittees can also take on tasks.

8. Final Thoughts

Members discussed their impressions of the meeting and topics covered and shared which ideas they feel inspired to pursue.

9. Next Meeting

The next meeting is November 10, 2022.

10. Adjourned at 1:20 p.m.

Materials from Board Member Dukes related to Agenda Item 4.a.

[Please note: 1) Planning Commission Notice of Recommendation for Case No. CA22-03 is being provided as an agenda addendum, and 2) Member Dukes' materials reference Planning Commission Supplemental Staff Report for Case No. CA22-03 – this [staff report is available online](#)]

[HERE is the draft C86/109-500-002](#)

Here again is the information related to the YouTube link, the draft document(s)

Planning Commission [on YouTube](#)

Here are comments from the meeting that I thought were of interest:

Define “developer unable to meet standards” Michael Slater comments (33:30 minutes in). I think that “in the public interest” is the important verbiage here. Maybe there needs to be more definition of that. Ms. Christian says “unable to provide”. This is a real problem. Maybe in this case, this is where funds could be drawn out of the Tree Bank.

About 35:40 in, Michael brings up a recommendation that verbiage be added where SPRAB could petition the director - so there is a bi-directional mechanism.

36:50 - Commissioner Levin - If it is a 16” dia+ Oregon white oak or other protected tree on private property, tree condition must be evaluated and a report filed by a Certified Arborist to prove that the tree is unhealthy or a hazard to people and/or property. If the tree meets the new guidelines of City ownership, the City’s Urban Forester would determine if the tree warrants removal all at the City’s expense.

1:04 - Commissioner Levin comment about “other departments going rogue”. It does not seem to matter if there is any “official” paper trail. It appears that some within other departments are not following City ordinances anyway - in this case - tree protection portions of ordinances. Requiring the City to also get permits is so that there is the “paper trail” as the project progresses. This includes sign-offs by the inspectors so that those that make the in-field decisions are identified.

1:05 - Commissioner Eachus question about appeals. So is Lisa saying that no notices are sent out to the neighborhood about a proposed change but no notice about any changes to the original? This again concerns me with my concerns about all variances. Is “adjustment” the same as “variance”? I agree with where Mr. Eachus is going here. Others are being left out where they might have not appealed the original plan but will be left out of the ability to question the change as a new action for them.

I agree with Michael that there needs to be some triggers that would open this back up for interested persons involvement if numbers become significant.

I really appreciated how important the PC treated this material. It shows that they read all of the material and expressed thoughtful concerns.

Administrative Rule 109-500-002 is in the lower half or so for this document below C86. It is said that only City staff can make revisions to this. No outside person or persons may have input. I disagree with this. I think that comments from others should be allowed. Whether these are incorporated into the document is then left up to staff to use as they see fit.

For reference, [HERE](#) is the Planning Commission webpage link that includes the draft documents (CA22-03 Staff Report)

Verbiage needing clarification:

From Rob Romanek:

On Nov 9, 2022, at 8:17 AM, Robert Romanek <RRomanek@cityofsalem.net> wrote:

Hi Woody,

My responses can be found below in blue text.

Staff has recently incorporated additional amendments to Chapter 86 in light of emerald ash borer detection in Oregon. I would characterize these proposed changes as minor; however, this information may not have been incorporated into the draft you reviewed. Attached is a staff report for the November 15 Planning Commission meeting. It includes all proposed amendments to Chapter 86.

As an FYI, the earliest possible date for a Council public hearing is December 12, with first reading on December 5. This timeline affords SPRAB an opportunity to discuss a potential letter to Council at the December 8 meeting.

-Rob | 503-588-6211 ext. 7385

1.

Sec. 86.053. Director referral.

(3) ; the obstruction by the tree of views;

How does this relate to Sec. 86.090, (c), (2)?
 (the following verbiage just added)

(c) The City shall not permit the removal of a City tree for any other reason, including, but not limited to, the following, unless the criteria for a variance has been approved:

1. (2) **Improvement or maintenance of views.**

Sec. 86.053 addresses Director referrals to SPRAB regarding the removal of City trees by a *City project*. City tree removals for a City project are not subject to the permitting criteria in Sec. 86.090. As such, there is no direct relationship between these two sections.

2.

Sec 86.075. Review of City tree removal plans in conjunction with land use approval

(f) Appeals. Any party objecting to the Director’s decision regarding the street tree removal plan application may do so by appealing the decision of the land use application that necessitated the City tree removal pursuant to procedures in SRC Chapter 300. The appeal body may affirm, deny, or modify the Director’s approval or denial of the City tree removal plan in conjunction with the overall land use decision.

Who is the appeal body? Should this not be in definitions?

The proposed code change defers to the procedures identified in SRC Chapter 300. Table 300-2. (LAND USE APPLICATIONS BY PROCEDURE TYPE) is a summery table that, among other things, identifies the appeal body for various land use actions.

:

I looked at the table in C300 but I am confused by the headings.

TABLE 300-2. LAND USE APPLICATIONS BY PROCEDURE TYPE								
Application	Procedure Type	Application Pre-Submittal			Review Authority		Council Review	Applicable Code Chapter(s)
		Pre-App. Required	N.A Contact	Open House	Decision	Appeal		
Tree variance	II	N	N	N	PA	HO	Y	SRC_808
LEGEND								
PA - Planning Administrator; BO - Building Official; CDD - Community Development Director; PWD - Public Works Director; HO - Hearings Officer; HLC - Historic Landmarks Commission; PC - Planning Commission; CC - City Council								

I see that it does show a “Y” under “Council Review”. What does that entail?

3.

Regarding “interested persons”.

It is a broader, inclusive terms meant to encapsulate anyone with an interest

In the draft, it says that "interested person shall have standing". What defines “standing”?

Again, the phrase “any interested person” is intended to be broad and inclusive. Specific rules have not yet been drafted.

Added by me today:

Does a person have to be a resident of the City or own property inside city limits to have standing?

Does a person from a neighborhood other than where the subject tree is have standing?

4.

Previous draft (my comments in green):

Class 1 Tree means a tree that is healthy, structurally stable, and is one of the following: (A) a Heritage Tree; (B) a “significant tree” pursuant to SRC 808.005; or (C) a tree with exceptional ecological, aesthetic, or historic qualities as determined by the City Forester or Planning Administrator.

Above considered too subjective or equivocal in comments from public testimony by **AKS ENGINEERING & FORESTRY, LLC**, the last two pages of the original draft document.

Proposed in the supplemental:

As a result, staff recommends that the proposed modification to the definition of a Class 1 Tree in SRC 86.010 (Definitions). As shown in Attachment A, staff’s revised amendments ensure a clear and objective standard by defining trees as Class 1 based solely on diameter and species. Furthermore, staff’s revised recommendation reduces the minimum diameter at breast height of a Class 1 Tree to 16 inches for Oregon white oak (Quercus garryana) and 20 inches for other trees to provide greater protection for a larger number of trees.

Next:

b. Procedure Type. A response from AKS Engineering and Forestry identified that the discretion used in approving or denying street tree removal permits warrants a Type II process. Approval or denial of a request to remove a street tree removal permit is based on a Reasonable Alternative Analysis, criteria which are outlined in the Administrative Rules related to Trees on City Owned Property (109-500-002 Section 2.4).

Upon further review, Staff agree that more clear and objective criteria are needed. Staff will work with AKS Engineering and Forestry and others to revise the draft code and administrative rule to clarify criteria for removing Class 1, Class 2, and Class 3 trees to make the approval criteria as clear and objective as possible for all classes of trees.

Will any outcome of this collaboration be reviewable prior to adoption?

2. Other Citizen Comments

a. Developer vs. City-funded projects. AKS Engineering and Forestry correctly noted that City projects as defined in SRC 86.010 are exempt from street tree removal permits. The firm requested that developer-funded projects related to public improvements receive the same exemption. Staff disagree. The permit exemption is provided to the City for City Projects so that the City does not need to issue itself a permit for work already approved by the City. However, although a permit is not issued, as stated in SRC 86.050(b) the City is still required to comply with the provisions of SRC Chapter 86. In contrast, projects that do not fall within the definition of a City Project still require ...

... permitting to allow for an orderly process of review, approval and, if warranted, enforcement to ensure compliance with the provisions of SRC Chapter 86.

My concern is with the clipped verbiage above that these actions could get lost if they are handled too loosely without a tighter paper trail.

I am confused looking at this supplemental since I can't determine all of the clarifications and proposed changes from its parent draft.

Finally, I am concerned about tree protection before during and after development where all other parts of the development take precedent. This starts with the site plan where the trees to be saved are determined first before any structures or other amenities including pavement and underground utilities.

A concern that I have in all of this, and this includes 808 and 109-500-002 is variances. It seems that many of the tree issues we have been discussing recently feel to me to be on-site approvals by City inspectors. I have no supporting documentation on this but it feels like the inspectors and developers/contractors are too close to each other giving more consideration to the projects to the point of not enforcing standing City ordinances let alone showing little to no considerations for the trees and as I said, giving too much consideration to the contractors. I look at, and it seems to come up as an example often, the Salem Height(?) project where Oregon white oaks were removed prior to permits being issued. I assume that some of these proposed changes to C86 are directly related to this. To me, in that case, those trees lost consideration early on and through the planning

process. Those trees I consider would be dead before ground was ever broken. So I would really like to know what you think about how these changes affect variances and how they are issued through the development as site conditions change. Why bother to have a planning process when the contractor can just wait until later to get their way?

Using the Gatti example, the discussion about unpermitted removal of City trees should also include "destruction" of said trees. I know that there have been discussions about that and in that case fines, etc were applied(?). I just want to be sure that they are included. I have not had adequate time to read all of the documentation. Respecting the Critical Root Zone (CRZ) and setting up fencing with signs in accordance with

Critical Tree Zone (CTZ) means a defined area surrounding the trunk intended to protect the tree's trunk, roots, branches, and soil to ensure tree health and stability. It is the area defined by the tree's dripline or an area measured one-foot per one-inch diameter at breast height, whichever is greater.

Woody

SPRAB Information Reports Packet

December 8, 2022

- 1) Mission Street Parks Conservancy September minutes**
- 2) Urban Forestry Update**
 - a) October 2022 report
 - b) November 2022 report
- 3) Parks & Natural Resources Planning Update**
 - a) October 2022 report
 - b) November 2022 report
- 4) Parks Operations Update**
 - a) October 2022 report
 - b) November 2022 report
- 5) Recreation Services Update**
 - a) October 2022 report
 - b) November 2022 report
- 6) Parks Damage Report**
 - a) September 2022 report
 - b) October 2022 report



Board Meeting Minutes
September 14, 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 Maureen seconded approval of the draft agenda with additions. Motion approved.
2. **Minutes** Gretchen moved and Kathy seconded approval of minutes for the July meeting. Motion passed. Kathy moved and Gretchen seconded approval of minutes for the August 14 special board planning meeting. Motion approved.
3. **Financial** Gary reviewed the end of August financial report. Gretchen reported that the spring fundraising appeal brought in around \$5,000, less than for previous appeals. Board members requested that Christine talk with City staff about when we can ask them to share costs, such as the load of fir pellets we recently purchased for mulching roses.
4. **Old Business**
 - **Volunteer Coordinator** Emily reported that we continue to have robust Tuesday gardening crews, with 20-25 per week.,
 - **Garden Manager** Mike noted a very productive month of weeding and mulching garden beds and tree circles – we might get them all done by the end of the year! Contracted pruning of two crabapple trees was completed. After discussion of the need to plant in the fall whenever possible, Christine moved and Kathy seconded moving \$500 from the Communications budget line to Plant Material. Motion approved. We need to figure out how our budget reflects the purchase of trees through our on-line store. We are interested in taming or eliminating the brambly rose bed on the NE corner of the rose garden. Michael and Gretchen will talk with Brian, and see if this is historic and requires permission for any changes.
 - **Woodland Garden.** Christine is meeting with City staff on Sept. 21 to explore what part of the infrastructure construction they can do with City resources. She is meeting tonight with the SCAN Board to update them on the plan. Mike will draft an e-mail to Dr. May and his son requesting a meeting about redirecting their earlier contribution to this project.
 - **Insurance.** Board members asked Christine to research whether we need the auto coverage included in the invoice for renewing our insurance. Gretchen moved and

Maureen seconded approval of renewing the policies, subject to the outcome of the conversation about auto coverage. Motion passed.

- **Weekend gardening crew** Kathy and Melissa will follow-up with Salem Hospital and talk with Amanda, and Maureen will reach out to the legal community to explore partnerships with employers to sponsor spring work days.
- **Volunteer Appreciation Event.** At the request of volunteers, we have moved this event to October 16 to allow for better ventilation of Pringle Hall. Christine moved and Gretchen seconded that decisions about this event and budgeted expenditures be delegated to a planning committee. Motion approved. All Board members agreed to provide main dishes and drinks.

5. New Business

- **Bi-law Revisions** Christine proposed that she bring one issue each month to the Board for discussion, with the goal of bundling changes for a vote on amendments.
- **Bush Park Signage** Gretchen volunteered to be involved with Ross's work on this issue.
- **Poinsettias** Gretchen moved and Kathy seconded that MSPC purchase \$200 in plants for SAA facilities in appreciation of our partnership, to come from the Volunteer Appreciation budget. Motion approved.
- **SAA** We have an invitation to work with them on messaging for next year's Art Fair about protecting the oaks. Maureen and Mike should be included.
- **Old Roses** Gretchen is consulting Elaine Sedlack about which of the roses we should be propagating, and is compiling a list of roses that need to be purchased to fill out the collection. She is working on a budget for plant labels, and for old roses which could be listed in our on-line store.

Urban Forestry Report 11/9/22

Milan Davis, Urban Forester Parks Supervisor II

Currently the Urban Forestry Division is working on many operations related projects while also focused on future maintenance planning and EAB management strategy. UFD supervisor and project coordinators are currently developing work plans for 2022-23 tree planting and structural pruning locations, stump removal plan and map, updated aphid treatment and control map, as well as continuing to assist PW Development Services and CD Planning Department and Code Enforcement on tree inspections and permit review. UFD staff along with Parks Planning staff continue to develop an EAB response and management plan. We are working closely with ODA and ODF as well as other stakeholders to create a balanced and thoughtful approach on how to manage this invasive pest. UFD supervisor is working with city staff to implement updates to Chapter 86 & 808 code that will be introduced to Planning Commission on 11/15. UFD is also working closely with Friends of Trees and Treecology to continue tree planting as a contractor for the COS. The UFD continues to use COR Mt View Tree Service for tree removal and pruning work per the current contract, primarily using their services on high priority related work.


Listed below is an explanation of the City of Salem Urban Forestry Division field crews ongoing work.

1. **Tree pruning and maintenance** are focused on high priority work orders created by our arborist inspectors (project coordinators) and then scheduled by the Urban Forester based on numerous factors including emergency weather related work, geographic location, priority, and planned work. Currently we have four-five staff dedicated to tree pruning and removal.
2. **Stump removal and site prep team** are working on a plan to grind over 1300 stumps citywide. The Urban Forestry Division requested the opportunity to use funding from the ice storm to hire internal staff to complete this work instead of using contractors. The main ideals to push for internal staffing was to have more quality control and have a clear message and plan to remove stumps and replant new trees. The UFD received the funding to complete this work and 2 positions and equipment were approved to complete this grinding in an 18-month duration with Parks Maintenance Operator limited duration positions. Since the beginning of this project in May over 400 stumps have been ground and this team is well ahead of schedule to complete the proposed work on time. This work group will have multiple Limited Duration staff trained to be available to assist in these operations. On a typical workday two staff will be assigned to this work group who work to grind the stump to a depth to plant a new tree, remove wood chips and prep the site with existing soils to make an acceptable environment for new trees.
3. **Tree planting and establishment team** has begun planting trees as of 11/2 and will continue to plant thru May of 2023. Similar to the stump crew we were able to recruit and hire two Parks Maintenance Operators for 18-month Limited Duration positions. We are focusing tree plantings in locations where stumps have been ground and the soil prepped for optimum growing conditions. We will be adding biochar to each planting hole and have selected individual trees for each location. We will be buying trees from nurseries in the Willamette Valley. where we have worked closely with growers to buy trees that we think have the best opportunity to thrive in Salem. This Fall we will be planting container and B&B grown trees until February where we will move to planting bare-root planting stock until April when we will move back to planting container and B&B stock. On a typical workday we will have two-three staff focused on planting trees. When we have good weather days, we may pull staff from other work groups to get multiple teams working citywide to plant trees. After May 23' this team will focus on watering and establishment thru the summer and then focus again on planting trees thru May of 2024.

Urban Forestry Staff 11/9/22

Employee Name	Full time employees
Milan Davis	Supervisor II
Tom Bradley	Project Coordinator
Donald Gunther	Project Coordinator
Evan Doney	Tree Trimmer
Michael Tyler	Tree Trimmer
Cesar Estrada	PMO Tree Crew
Nolan Rogers	Tree Trimmer
Employee Name	Limited Duration/ Part Time
Makaela Dodds	PMO LD 6/6/22
Kyle Fowler	PMO LD 10/24/22
Matthew Stone	PMO LD 10/24/22
Craig Capomaggi	PMO LD start date 11/21/22
Brandon Culcasi	Seasonal/DPI

Updated doorhanger used by city staff for inspections and routine maintenance



Public Works Department
APWA ACCREDITED AGENCY

Urban Forestry Division

The Urban Forestry Division UFD prunes, removes and plants trees in the City right of way. The UFD strives to improve the health of the tree canopy following the American National Standards Institute ANSI A300 for proper tree care. UFD staff includes ISA certified arborists and highly qualified tree workers to provide the best care possible. If you have any tree questions for the Urban Forestry Division, please email or call using the information below:

Parks Operations, Urban Forestry Division
1460 20th St SE / Building 14
Salem, OR 97302
Urbanforestry@cityofsalem.net
503-588-6332

The Urban Forestry Division visited your tree today

Date: _____

UFD Staff: _____


Service Provided:

Pruning Removal Stump Grind

Inspection Planting

Comment: _____

dpw\...urban-forestry-division-tree-maintenance-2022-10-31.indd



Public Works Department
APWA ACCREDITED AGENCY

División de Silvicultura Urbana

La División de Silvicultura Urbana (UFD) apoda, quita y planta arboles en el derecho de paso de la ciudad. La UFD se esfuerza para mejorar la salud de la copa de árboles siguiendo la American National Standards Institute ANSI A300 para el cuidado apropiado de árboles. El personal de UFD incluye un arbolista certificado por la ISA y trabajadores altamente calificados para proveer el mejor cuidado posible. Si usted tiene preguntas sobre árboles para la División de Silvicultura Urbana, por favor contáctenos usando la información abajo:

Parks Operations, Urban Forestry Division
1460 20th St SE / Building 14
Salem, OR 97302
Urbanforestry@cityofsalem.net
503-588-6332

La División de Silvicultura Urbana a visitado su árbol el día de hoy

Fecha: _____

Personal UFD: _____

Service Provided:

Apodar Quitar un arbol

Moler tocón de árbol Inspección Plantar

Comment: _____

dpw\...urban-forestry-division-tree-maintenance-2022-10-31.indd

Urban Forestry Report 12/1/22

Milan Davis, Urban Forester Parks Supervisor II

Currently the Urban Forestry Division is working on many operations related projects while also focused on future maintenance planning and EAB management strategy. UFD supervisor and project coordinators are currently developing work plans for 2022-23 tree planting and structural pruning locations(see below), stump removal plan and map, updated aphid treatment and control map, as well as continuing to assist PW Development Services and CD Planning Department and Code Enforcement on tree inspections and permit review. UFD staff along with Parks Planning staff continue to develop an EAB response and management plan. We are working closely with ODA and ODF as well as other stakeholders to create a balanced and thoughtful approach on how to manage this invasive pest. UFD supervisor is working with city staff to implement updates to Chapter 86 & 808 code that will we introduced to Planning Commission on 11/15. UFD is also working closely with Friends of Trees and Treecology to continue tree planting as a contractor for the COS. The UFD continues to use COR Mt View Tree Service for tree removal and pruning work per the current contract, primarily using their services on high priority related work.

Listed below is an explanation of the City of Salem Urban Forestry Division field crews ongoing work.

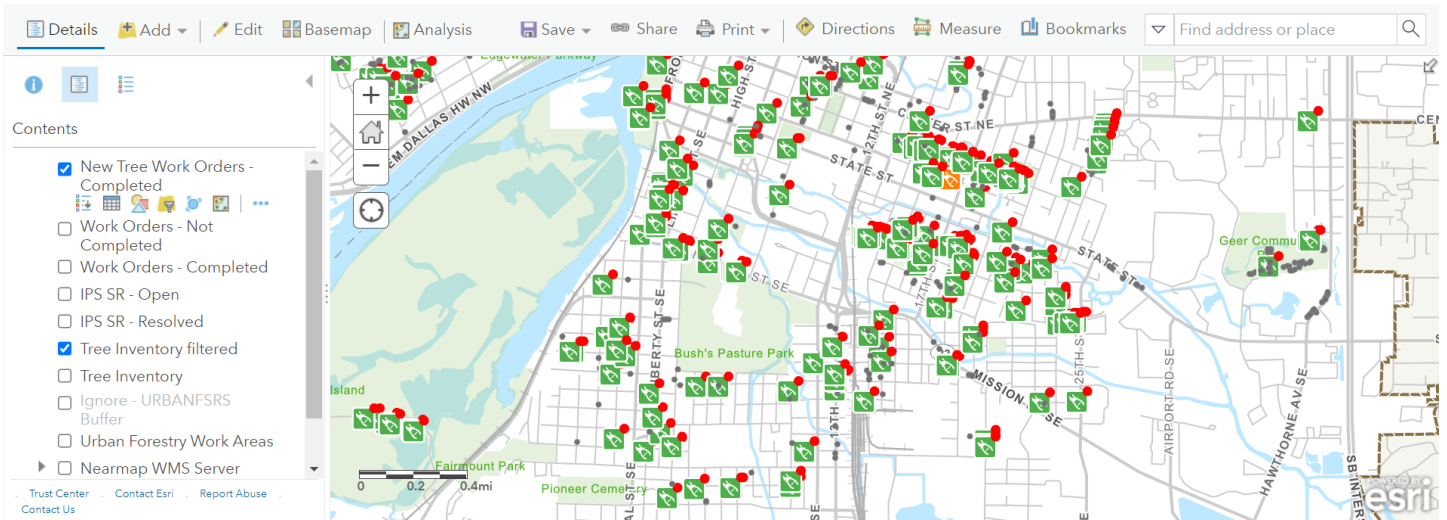
1. **Tree pruning and maintenance** are focused on high priority work orders created by our arborist inspectors (project coordinators) and then scheduled by the Urban Forester based on numerous factors including emergency weather related work, geographic location, priority, and planned work. Currently we have four-five staff dedicated to tree pruning and removal.
2. **Stump removal and site prep team** are working on a plan to grind over 1300 stumps citywide. The main ideals to push for internal staffing was to have more quality control and have a clear message and plan to remove stumps and replant new trees. Since the beginning of this project in May over 510 stumps have been ground and this team is well ahead of schedule to complete the proposed work on time. This work group will have multiple Limited Duration staff trained to be available to assist in these operations. On a typical workday two staff will be assigned to this work group who work to grind the stump to a depth to plant a new tree, remove wood chips and prep the site with existing soils to make an acceptable environment for new trees.
3. **Tree planting and establishment team** has begun planting trees as of 11/2 and will continue to plant thru May of 2023. Over the last month we have planted over 264 trees in the right of way, that's more than we planted my first year as urban forester with COS. We are adding biochar to each planting hole to improve soil condition and available nutrients for newly planted trees. Thus far we have ordered over 700 trees for this planting season and hope to get at least 1000 trees planted this winter season. We currently have two staff working on this team fulltime.
4. **Other projects** we are working on include working with the IkeBox CareCorp volunteer tree planting training where we have worked with on 7 days in November. We did multiple classroom sessions with them on tree care and planting and then planted over 40 trees in the right of way with the group and city staff. We are planning our Arbor Day event this year with Richmond Elementary School to plant over 20 trees in the right of way and in Richmond park with multiple classes from Richmond involved. We have had one Friends of Trees planting event where we planted over 50 trees at River Rd Park and our next planting with FOT is scheduled for January 7th in West Salem where we will be planting over 50 trees in the right away along city streets with city staff, FOT staff and volunteers.

Urban Forestry Staff 12/1/22

Employee Name	Full time employees
Milan Davis	Supervisor II
Tom Bradley	Project Coordinator
Donald Gunther	Project Coordinator
Evan Doney	Tree Trimmer
Michael Tyler	Tree Trimmer
Cesar Estrada	PMO Tree Crew
Nolan Rogers	Tree Trimmer
Employee Name	Limited Duration/ Part Time
Makaela Dodds	PMO LD 6/6/22
Kyle Fowler	PMO LD 10/24/22
Matthew Stone	PMO LD 10/24/22
Craig Capomaggi	PMO LD 11/21/22
Brandon Culcasi	Seasonal/DPI

Home ▾ 2023 structural pruning Urban Forestry Work Order Map

Open in Map Viewer New Map ▾ Milan ▾



2023 Structural Pruning map where we prune 2,5 & 8 year old trees for good form and structure. This year there are 1783 trees we will be pruning in this cycle over the next two months with city staff.

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

Staff Recruitment –

- We have initiated a new recruitment for a [Parks Planner III](#). The job opportunity was posted on November 7. Applications will be accepted through November 28. Interviews are expected to occur in early January with a tentative start date of February 13.
- We are pleased to announce that a new team member, Jeffery Johnson, will be starting with the City as a Parks and Natural Resources Planner II. Jeffery's background is in biology and environmental science. We look forward to introducing him at the January SPRAB meeting.

Woodmansee Park Phase 1 Improvements – Substantial completion of the project is expected by mid-December. Construction is currently focused on completing access to the new tennis courts. Subsequent work will include the installation of nets, benches, and a new park shelter. Tree planting and seeding of the multi-use field will also be completed in the coming weeks. A final component of the project, the replacement of ADA ramps at the entrance to the park, is being postponed, likely to spring 2023, due to weather considerations.

Bill Riegel Park Phase 2 Improvements – On November 21, the park and several new features are expected to reopen. The park was initially scheduled to reopen by the end of October but has been delayed due to supply chain issues. The new amenities in the park available for resident's use will include a new paved path around the park, new picnic tables, benches, and bike racks. Other new features, which remain under construction, include a second park playground, irrigation system upgrades, and a shelter.

Fairview Park Phase I Improvements – We are working on a proposal with Greenworks for a community engagement process. The process will focus on refining the park master plan and developing a new conceptual design for the first phase of park improvements.

Geer Park Skate Park / Geer Park Phase 2 Improvements – A cost estimate is expected from Greenworks consultant team by Thanksgiving. It will be used for Capital Improvement Plan programming in December/January. Construction of this project is tentatively scheduled for spring/summer 2024.

Proposed Amendment to Salem Revised Code (SRC) Chapter 86 – The Salem Planning Commission is scheduled to hold a public hearing on November 25, 2022, regarding proposed amendments to SRC Chapter 86, titled Trees on City Owned Property. After several years of experience with the code and based on feedback received from Council, SPRAB and the public, amendments to the SRC are recommended by staff. The proposed amendments follow closely with those that were presented by staff at SPRAB's April meeting and are needed to account for lessons learned since the code was last revised in October 2015 by Ordinance No. 23-15, which completely replaced the earlier ordinance. More information, including a summary of the proposed code amendments and the proposed text of the amendments, can be found in the [Planning Commission staff report](#).

Neighborhood Tree Program (Tree Planting) – On Nov 5, a group of girl scouts, biology students from Chemeketa Community College, and other volunteers planted 50 trees at River Road Park with Friends of Trees. The next planting event is scheduled for January 7th in a low canopy census block group of west Salem between Walker Middle School and Edgewater St.

Minto Island Conservation Area Plant Buffer – The Peter Courtney Minto Island Bridge and Trail will be closed on November 16 and 17 in order to continue work on the trail buffer and to allow Parks Operations to conduct bridge maintenance. Public notice will be provided via press release, social media posts, reader boards posted at Minto Brown Island Park and Riverfront Park entrances one week prior, and bridge and trail maintenance signs posted at least 3 days prior to the closure.

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

Woodmansee Park Phase 1 Improvements – The shelter pad has been installed and the shelter is expected to arrive in mid-December. Tree planting and seeding of the multi-use field will be completed in the coming weeks. Replacement of ADA ramps at the Sunnyside Road SE entrance to the park will occur in the spring.

Bill Riegel Park Phase 2 Improvements – A portion of the park has reopened, including new playground equipment and paths. The picnic shelter is scheduled to arrive in mid-December and installation will occur shortly after. Irrigation system upgrades remain under construction.

Fairview Park Phase I Improvements – A public process is scheduled to begin in early 2023 to refine the park master plan and prepare a new conceptual design for the first phase of park improvements.

Geer Park Phase 2 Improvements (Skate Park) – A construction cost estimate prepared by the Greenworks consultant team is under review. The estimate will help inform Capital Improvement Plan programming in December/January. Construction of this project is tentatively scheduled for spring/summer 2024.

Proposed Amendments to Salem Revised Code (SRC) Chapter 86 (Trees on City Owned Property) – At the November 15th Planning Commission meeting, Public Works staff presented recommended revisions to SRC Chapter 86. The Commission recommended that City Council accept the first reading of the ordinance bill after City staff make a few changes to the proposed amendments based on feedback from the Commission and the public. Most of these changes are related to clarifying protocols and standards during the land use process. Staff are working to update the proposed ordinance bill and intend to take it to Council in January or February. The Planning Commission Notice of Recommendation will be provided as an addendum item to the agenda.

Tree City USA 46th Year – Staff is preparing our annual TCUSA and Growth Award applications.

Neighborhood Tree Program (Tree Planting) – The next volunteer event will take place on January 7th 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 (FOT). As preparation for the event, Urban Forestry Division staff and FOT staff canvassed the neighborhood on November 22nd, identifying suitable planting locations and contacting residents or otherwise leaving door hangers with information about the event and proposed plantings.

Minto Island Conservation Area (MICA) Events –The Bonville Power Administration (BPA) and the City have revised the MICA Land Use Agreement to accommodate larger events such as Ironman during bird nesting season. As part of the agreement, the City will update the MICA Management Plan by April 2024, to incorporate changes in public use from the opening of the Peter Courtney Minto Island Bridge and Trail. A process will begin in January to update Administrative Rule 109-600-001 (Minto Island Conservation Area Event Restrictions and Guidelines for Events) to incorporate the agreed-upon changes as part of the official event restrictions. The revisions will allow two large events per nesting season (previously one large event was allowed), with a maximum of 3,000 participants each (previously 1,000). Although the Land Use Agreement also authorizes a change to the nesting season for MICA from March 1 through August 31 to March 1 through July 31, the City has decided against implementing the nesting season change at this time. The appropriate length of the nesting season for MICA will be revisited during the next review of the event restrictions at the end of 2023.

Minto Island Conservation Area Plant Buffer – The project contractor is preparing to plant the trail buffer during the week of December 5. They plan to plant and seed the entire buffer over two days. The Peter Courtney Minto Island Bridge and Trail is expected to be closed on Thursday and Friday, December 8 and 9, to ensure everyone's safety as the planting occurs. Public notice will be provided via press release, social media

posts, reader boards posted at Minto Brown Island Park and Riverfront Park entrances, and with bridge and trail maintenance signs posted at least 3 days prior to the closure.

Emerald ash borer (EAB) readiness and response – Section staff and Urban Forestry continue to work on an EAB Readiness and Response Plan for Salem. We are currently working 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. In December, we will start holding biweekly meetings with the Oregon Dept. of Forestry, who will provide support (and possible funding) for EAB planning response. We plan to start a program this coming spring to monitor for the beetle, and part of our response plan will include a robust outreach campaign to residents and neighborhood associations. We have created an EAB information page on the City's website, which will be update 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 – 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

Parks Operations Update - November 2022

Projects

- 1) The floating boat docks at Wallace Marine Park and Minto Brown Island Park were removed beginning, November 1st. The floating boat docks are removed in mid-to-late fall each year to prevent them from collecting debris, being damaged, or being carried away as river levels rise. They will be reinstalled when water levels recede in the spring.

River levels for the Willamette River near Salem are monitored to determine when the floating boat docks at the Wallace Marine Park and Minto-Brown Island Park boat ramps need to be removed for the fall and winter seasons.

- 2) Holiday Light Display – Set-up by Park staff for the annual Holiday Light Display at Riverfront Park will begin the week of November 14th. The Holiday Light Display will officially run from Friday, December 2nd through Tuesday, December 27th.
- 3) Leaf season has begun and Parks staff have actively begun the process of leaf removal throughout our parks system. Leaf season will span over the next several months as leaves continue to drop.

Personnel

Parks Closing Shift's hours are ending an hour earlier since Daylight Savings Time has occurred. Closing shift will now end at 6:00 p.m.

Training

Six Parks staff members will be attending a Pesticide Applicator Training course in November. This law and safety training course will be put on by Chemeketa Agriculture Science.

Parks Operations Update - December 2022

Unsheltered Population Clean-Up Update

The Salem Outreach & Livability Services team (SOS), formerly named Community Sanitation Response Team (CSRT), have averaged approximately one ton of garbage removal per day. This average is comprised based upon a 4-day per week, 10-hour per day schedule. Within the last month of activity, focused and repetitive clean-ups have been focused on the following locations:

Cascade Gateway Park
Claggett Creek Natural Area
McKay Park
Wallace Marine Park
Woodmansee Park (car camping)
Geer Park (car camping)

Maintenance

GT Landscape Solutions, COR, has been focusing on right-of-way landscape maintenance since beginning their new contract August 2022. GT Solution has provided pre-emergent and post-emergent spraying in addition to maintenance services at the following locations:

Doaks Ferry Road
Bellview Street
Salem Parkway
12th Street
Liberty Street
Wallace Road
Kuebler Boulevard

Projects

Wallace Marine Park Softball Complex – lip removal and regrading of softball fields. Regrading included additional soil and pumice installation, as needed.

Peter Courtney Pedestrian Bridge – An inspection was performed on the Peter Courtney Pedestrian Bridge as it has not had an inspection since its construction. The inspection was performed by DOWL. Under this task, DOWL performed a routine inspection of the bridge to assess the condition of the individual elements. The inspection consisted of a visual inspection of all structural members as well as the use of a man-lift to inspect the main span vertical rods and all connections. In conjunction, with the bridge being closed to the public for the inspection to occur, Parks Operations initiated a complete power washing of the bridge itself, and a separate inspection on all bridge lighting for recommendations on vandal-proof lighting alternatives.

Salem Park Improvement Fund (SPIF)

Seven (7) Letters of Intent were received by neighborhood associations for consideration for final application submittal under the 2022-24 grant cycle. Submittals were due by October 31, 2022 for consideration. They are as follows:

Morningside NA:	Project at Morningside Park
Northeast Neighbors (NEN):	Project at McRae Park
Sunnyslope NA:	Project at Secor Park
Southwest Association of Neighbors (SWAN):	Project at Bailey Ridge Park
South Central Association of Neighbors (SCAN):	Project at Bush's Pasture Park
Northgate NA:	Project at Fisher Road Park
West Salem Neighborhood Association:	Project on Edgewater Parkway

City staff will review submittals for compliance with grant criteria and to prepare project budget estimates for neighborhood association to use in the formal application submittals. Formal applications will be due from neighborhood associations by January 31, 2023. Project details for those approved Letter of Intent project submittals, will be provided to SPRAB in a future monthly report. Formal applications and grant awards will be reviewed by the SPIF review committee in February 2023 and award details will be provided to SPRAB pursuant to that outcome in a future monthly report.

Salem Parks and Recreation Advisory Board Meeting

Recreation Update—November 2022

1. Events/Facility Use

- Event scheduling in 2023 has been brisk, especially at Riverfront Park. Weekends in June, July and August continue to be the most sought after. Now, with the addition of the Gerry Frank I Salem Rotary Amphitheater, staff have been busy coordinating with renters to get a variety of activities scheduled throughout the five reservable areas of Riverfront. Our goal is to maximize use of the park and the new facility, including having several dates for large concert promoters to choose from.
- The Holiday Light Display at Riverfront Park is scheduled to open on Friday, December 2. The lighting is expected to be available for public viewing through most of December.

2. Youth Recreation Programs

- We are currently in the process of reviewing contractor agreements and looking at potential new programs in 2023.
- We have also started planning for returning summer programs like youth camps, Movies in the Park, STRIDE and Holiday Fun Runs/Walks.
- We recently booked the return of the COUNTRY Kids Relays, a community favorite we have not been able to hold for the last few years due to COVID-19. This event is scheduled on Saturday, May 13, 2023, at McCulloch Stadium.
- The Recreation Team is looking forward to the 5K and 1K Turkey Trots on Saturday, November 19 in Riverfront and Minto-Brown Island Parks.
- The last recreation program for 2022 will be the Jingle Bell 5K Relay on Friday, December 16 at Riverfront Park. This family friendly event is a 1K loop that can be completed as an individual 5 times, or as a group activity, with participants enjoying the holiday light display.

3. Softball and Kickball Leagues/Tournaments

- We ordered awards for 17 league champion teams for the 2022 season. After many years of championship T-shirts, we are awarding engraved glasses for the players who won a league championship.
- Softball supervisors worked with desktop publishing staff on logo designs and brochures for next summer's USA Softball's Girls 12A & 16A Fast Pitch Western Nationals scheduled at Wallace Marine Park on July 24-30, 2023. These are now posted on the www.Softballcityusa.com website.
- Recreation supervisory staff are preparing to go to the USA Softball National Council Meeting in Shreveport, Louisiana, November 11th through the 17th. Besides being in meetings to review policies, procedures, and rules, staff will confirm our tournament bids for the summer of 2024 and promote our 2023 National Tournaments and City Hosted National Tournaments.
- Staff are finalizing the weekend tournament schedule for 2023, including completion of rental agreements. We are also working with our Players Council in setting the league schedule, which will be announced in December.

Salem Parks and Recreation Advisory Board Meeting Recreation Update–December 2022

1. Events/Facility Use

- The Holiday Light Display at Riverfront Park is scheduled to open on Friday, December 2 at 5:00 pm. Activities on opening night include, reindeer viewing, free hot chocolate and cookies to the first 400 people, Bells of the Cascades bell ringers, free horse and carriage rides, music and Santa! The lighting will be up for public viewing through December 27.
- Event scheduling for 2023 continues with all weekends, in June, July and August at Riverfront already booked. We're looking forward to a summer full of fun events including the World Beat Festival, June 23-25; Movie in the Park, June 30; Capital Jam, July 8-9; Movie in the Park, July 14; Salem Art Fair and Festival, July 21-23; Ironman, July 23; Movie in the Park, July 28; Family Building Blocks Family Fest on August 5; Movie in the Park, August 11; FishFest Concert, August 19; El Rey Concert, August 20; and the last Movie in the Park on August 25.

2. Youth Recreation Programs

- The Turkey Trot on November 19 had just under 100 participants for the 1k and 5k events in Riverfront Park. It was a beautiful day and fun was had by all!
- Our November Owl Prowl was canceled due to wind and rainstorms. We are hoping for better weather for the January 6 event.
- Summer planning for youth activities is underway which includes looking at the promotions of programs along with forecasting summer employment opportunities.
- Recreation and Softball staff assisted the Salem Police Department with their Halloween Dress Rehearsal the end of October. We are hoping to discuss having a holiday 1k to complement their 2023 event.

3. Softball and Kickball Leagues/Tournaments

- Staff attended the USA Softball National Council Meeting in Shreveport, Louisiana, November 11-17, 2022. In addition to promoting our 2023 National Tournament, staff confirmed our 2024 tournament bids! The City of Salem has been awarded the following:
 - 2023 USA Softball Men's D & E Slow Pitch Western National which we will be co-hosting with USA Softball of Alaska the 3rd or 4th weekend of August.
 - 2024 USA Softball Girl's 10B & 12B Western Fast Pitch Nationals, July 29-August 4.
- We are currently working on the administrative end to get us set up to start taking registrations for our 2023 City Hosted tournaments – including nationals (the schedule for these has been set).
- Supervisory staff are finishing coordination with the various tournament rental associations to finalize our 2023 tournament schedule, with the goal to have published in early December.
- We had our first in-person Softball Players Council Meeting since COVID, on November 8. We hope to meet multiple times in January and February to evaluate specific leagues and determine necessary rule modifications.
- Will be meeting with park concessionaire to evaluate the past season and discuss continuing with year-to-year contract.

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: October 10, 2022

SUBJECT: Damage to City of Salem Parks and Open Space

DS
JK

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 September 2022. The dollar amount shown represents the estimated repair/replacement cost for the damage sustained.

A total value of \$5,055.50 in repair/replacement costs occurred from sixty one incidents. In comparison, the total from September 2021 was \$3,888.96 from three incidents.

cc: Keith Stahley, City Manager
Trevor Womack, Chief of Police
Chuck Bennett, City Mayor
Lt. Ben Bales, Commander, SPD
Irma Coleman, Neighborhood Services Specialist
Reed Godfrey, Deputy Fire Chief, SFD
Jim Schmidt, Fleet, AIC Facilities, and Risk Manager
Jennifer Hingston, Management Analyst, SPD
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
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	\$30.30
Brown Road Park	1	\$10.10
Brush College Park	2	\$1,533.51
Bush's Pasture Park	2	\$90.90
Civic Center / Library	1	\$1.01
Clark Creek Park	1	\$20.20
Englewood Park	4	\$90.90
Geer Community Park	2	\$1,029.55
Grant School Park	1	\$20.20
Harry & Grace Thorp Park	3	\$45.45
Highland Park	1	\$20.20
Hoodview Park	2	\$80.80
Hoover Park	8	\$560.55
Lee Park	2	\$45.45
McKay School Park	2	\$65.65
Mill Race Beautification	6	\$60.60
Northgate Park	3	\$146.45
Orchard Heights Park	2	\$40.40
Pringle Creek Trail	2	\$15.15
Pringle Park	3	\$40.40
River Road Park	3	\$814.83
Riverfront Park	1	\$25.25
Stephens-Yoshikai School Park	1	\$10.10
Wallace Marine Park	2	\$75.75
Weathers Street Park	4	\$176.75
Wendy Kroger Park	1	\$5.05
Total	61	\$5,055.50

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: November 10, 2022

SUBJECT: Damage to City of Salem Parks and Open Space

DS
JK

DS
MC

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 October 2022. The dollar amount shown represents the estimated repair/replacement cost for the damage sustained.

A total value of \$2,066.46 in repair/replacement costs occurred from forty seven incidents. In comparison, the total from October 2021 was \$0.00 from zero incidents.

- cc: Keith Stahley, City Manager
- Trevor Womack, Chief of Police
- Chuck Bennett, City Mayor
- Lt. Ben Bales, Commander, SPD
- Irma Coleman, Neighborhood Services Specialist
- Reed Godfrey, Deputy Fire Chief, SFD
- Jim Schmidt, Fleet, AIC Facilities, and Risk Manager
- Jennifer Hingston, Management Analyst, SPD
- Lt. Treven Upkes, SPD, Community Response Section
- Peter Fernandez, PE, Public Works Director
- Robert D. Chandler, PhD, PE, Assistant Public Works Director
- Mark Becketl, 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	\$95
Brown Road Park	2	\$20
Bush's Pasture Park	1	\$20
Civic Center / Library	1	\$30
Englewood Park	3	\$35
Fisher Road Park	1	\$20
Grant School Park	1	\$120
Harry & Grace Thorp Park	6	\$210
Hoodview Park	3	\$70
Hoover Park	9	\$355
Lee Park	3	\$86
Livingston Park	3	\$580
McKay School Park	1	\$10
McRae Park	3	\$70
Northgate Park	2	\$40
Pringle Park	2	\$35
Stephens-Yoshikai School Park	1	\$20
Weathers Street Park	5	\$230
Total incidents and cost	47	\$2,066.46