



City of Salem Salem Parks and Recreation Advisory Board

February 9, 2023

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 Becketl, Operations Division Manager; Jennifer Kellar, Parks and Recreation Services Manager; Rob Romanek, Parks Planning and Natural Resources Planning Manager; Becky George, Recreation Supervisor; Milan Davis, City Urban Forester; Kathleen Swarm, Amphitheater Manager

AGENDA

1. Welcome and Call to Order
2. Approval of Corrected December 2022 and January 2023 Minutes
3. Public Comment – Appearance of persons wishing to address the board on any matter other than those which appear on this agenda.
4. Board Items/Presentations
 - a. Gerry Frank | Salem Rotary Amphitheater's Strategic Plan
 - b. Capital Improvement Plan Discussion
 - c. Development of Outreach Materials
5. Board Member Updates
6. Information Reports – written
 - a. Mission Street Parks Conservancy December Minutes
 - b. Organizational Structure Changes
 - c. Urban Forestry Update
 - d. Parks & Natural Resources Planning Update
 - e. Parks Operations Update

- f. Recreation Services Update
 - g. Parks Damage Report
- 7. New Business
 - 8. Adjourn

Next Meeting: March 9, 2023

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

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

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



City of Salem

Salem Parks and Recreation Advisory Board

December 8, 2022

Online Meeting

Minutes

Members Present

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

Members Absent

Dave Fridenmaker
Alan Alexander

Staff Present

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

1. Call to Order

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

2. Roll Call

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

3. Approval of Minutes

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

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

4. Public Comment

None

5. Board Items/Presentations

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

forwarding to City Council in January or February.

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

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

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

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

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

6. Board Member Updates

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

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

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

7. Information Reports

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

a. Mission Street Parks Conservancy Minutes

No questions or comments.

b. Urban Forestry Update

No questions or comments.

c. Parks & Natural Resources Planning Update

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

d. Parks Operations/SPIF Project Update

No questions or comments.

e. Recreation Services Update

No questions or comments.

f. Parks Damage Report

No questions or comments.

8. New Business

None.

9. Next Meeting

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

10. Adjourned at 7:25 p.m.



City of Salem

Salem Parks and Recreation Advisory Board

January 12, 2023
Online Meeting
Minutes - Draft

Members Present

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

Members Absent

Staff Present

Rob Romanek
Jennifer Kellar
Milan Davis
Becky George
Julie Warncke
Mitchell Jones

1. Call to Order

Welcome and call to order by Chair Dylan McDowell at 5:32 p.m.

2. Roll Call

All members present.

3. Approval of Minutes

Approval of the December 8, 2022 minutes with a motion to correct the spelling of Vice-Chair Norris's name in the Board Member Updates section and correct Member Dukes's phrase in the Board Items/Presentations section to read "obstruction of views by trees."

Motion: Member Hartwig moved to approve the minutes with the stated changes. (Was not seconded.) The motion passed unanimously.

4. Public Comment

Mark Wigg shared comments about the planned Pringle Creek Path connection to Riverfront Park and the need for pedestrian protection at the railroad crossing. He suggested that the path could be created quickly using City-provided gravel and volunteer effort. Julie Warncke responded by explaining the substantial hurdle the City faces in obtaining the railroad company's permission for building a tunnel under the tracks. Partial funding for the project will be available from the bond, but construction is not scheduled to begin until 2026. Mark asked that the City consider using present funding to work with the railroad challenge and address the bridge work later. Because this is a highly anticipated path, he believes it should be prioritized with temporary measures. Julie agreed it is a highly desirable project, but without approval from the railroad company, it's hard for the City to move forward. Project phasing is certainly an option.

Member Hartwig feels this is an important project with the potential of making an out-of-the-way area more easily accessible to the public. Julie stated that SPRAB's support of the grant application will help promote the project and staff should be informed of the grant award decision by the end of summer. Mark reminded the group that the area's urban renewal district generates funds for projects like this that could be tapped immediately.

5. Board Items/Presentations

a. Chair McDowell introduced the nomination and election of officers. Member Hartwig nominated Dylan McDowell for Chair and was seconded by Member Miller. Member Alexander encouraged board members to help support Chair McDowell and Vice-Chair Norris as young leaders. Member Alexander made a motion to retain the current slate of officers. Member Holland seconded. The motion passed with a unanimous voice vote. Chair McDowell expressed his appreciation for the board's encouragement and support.

b. Julie Warncke explained the letters of support she's requesting from SPRAB. The City is submitting grant applications to the state's Oregon Community Paths Program, which focuses on path connections outside of public rights-of-way. Paths are important to transportation, but not eligible for state gas tax fund money. The bond measure provides half the funding for the Pringle Creek Path connection and because the South Waterfront Urban Renewal Area doesn't bring in enough revenue, the City is applying for a \$6 million grant. The current cost estimate is over \$8 million to construct the project with all the elements. Some elements could be completed in phases and some elements are not eligible for the grant funds. Julie shared maps and concept drawings of the path.

Chair McDowell asked if there are sample letters of support. Julie has drafted an updated letter of support based on a previous letter. Vice-Chair Norris asked about the impact of the pathway construction on property that is currently for sale. Julie clarified that the planned path will be on the easement, but nearby construction has increased the cost of the project. Chair McDowell asked why the project was slated for later. Julie noted that funding was a main reason, but even with receiving a grant, there are still regulatory hurdles that impact the 2026 timeline goal. Member Lloyd moved to give Chair McDowell approval to review and sign the letter on behalf of SPRAB. Member Hartwig seconded the motion. Julie clarified that grant award decisions will be made by late July. If the grant is awarded, access to the funding will be on a reimbursement basis. The motion passed unanimously.

Julie explained the second requested letter in support of the City applying for a refinement grant for designing an overcrossing on Highway 22 near Bill Riegel Park. She shared concept drawings of the approximate area where the connection would be located, tying Miller Elementary School to Bill Riegel Park. The Salem-Keizer School District and ODOT have provided letters of support for the project. An important element of the plan is safety and limiting public access to school grounds during school hours. The City is estimating it will take three years to finish the plans for the multi-million dollar project.

Member Hartwig noticed that there's been a lot of growth in the area and the park is quite small, but access to parks is a positive thing that involves a lot of planning. Member Miller asked about the security concerns. The school district is concerned

with non-school people being on the school grounds during school hours since the bridge would be accessible to the public. Member Fridenmaker reiterated that a letter of support from the Salem-Keizer School District was sent to ODOT. He noted that there are 190 middle and elementary school students served in the area and the location of the bridge connection near the school is of concern. Vice-Chair Norris moved to issue the letter in support of the planning grant. Member Holland seconded the motion. Roll call resulted in a unanimous vote of approval.

Chair McDowell asked for a Transportation System Plan (TSP) update. Julie shared that the City published a web page this week for the TSP update that's called "Salem in Motion: Connecting People and Places." It outlines what's happening, including describing Phase I (regional scenario planning), which starts later this year. It also includes updates to neighborhood traffic management plans to address things like speeding and parking reform.

c. Rob Romanek provided an update on the Geer Park Land Trade. An agreement is going to City Council later this month for authorization to approve property line adjustments. Currently, much of the park property is owned by the State and leased to the City. Rob shared map exhibits detailing areas affected by the property line adjustments. A portion of City-owned rail line spur near the penitentiary is going to the State, and the Geer Park lease area and adjoining streets sections are going to the City. Additionally, the State will grant the City a pedestrian easement through the Oregon State Hospital campus. A new easement and a pedestrian crossing with flashing signal lights is also planned. The process will take two to three years to complete.

d. Chair McDowell discussed the 2023 work plan calendar and the opportunities for committee assignments and roles for members to consider. A maximum of three members for committee assignments and two members for planning projects is preferred to avoid quorum and public meeting rule conflicts. Members stated their preferences for assignments.

e. Member Miller asked about preparation for neighborhood association outreach. A Community Engagement category was added to the work plan, which Chair McDowell explained. Member Fridenmaker asked if the 17 neighborhood association chairpersons/representatives could be invited to SPRAB meetings. Board members were comfortable with engaging neighborhood associations to promote SPRAB as well as considering the idea of promoting parks and recreation via social media.

Member Hartwig moved to adopt the work plan. Member Miller seconded the motion, which passed unanimously.

f. Chair McDowell will be presenting the annual report to City Council on January 23. Member Hartwig moved to approve the report. Member Lloyd seconded the motion, which passed unanimously.

6. Board Member Updates

Chair McDowell thanked members Miller and Holland for their work in researching e-bike and micromobility device use in parks. Thirty-six states have electric bike legislation, but Oregon is not one of them. Member Miller discussed the

subcommittee's findings. Member Holland discussed emotional responses to regulating e-bikes and emphasized the suggested 15 mph speed limit. He thought that volunteers who walk the parks should be able to remind cyclists of speed limits on paved or graveled 8-foot-wide or larger paths. Vice-Chair Norris asked how the subcommittee's research fits in to current City code and park policies and how they are being regulated. Rob Romanek requested time to review materials and fact-check before responding. Vice-Chair Norris wondered about SPRAB's primary goal for this topic, which Member Holland suggested is safe mixed use of paths in public parks as well as public communication and well-identified goals for park users.

Member Hartwig wondered about staff appreciation efforts. Parks staff do a very good job of maintaining park grounds and he thinks employees should be recognized for their hard work. Vice-Chair Norris thought a good initial step is a verbal commendation during the SPRAB board member updates. Members Hartwig and Holland will suggest certificate wording and more thoughts on the matter at the next meeting.

7. Information Reports

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

a. Mission Street Parks Conservancy (MSPC) Quarterly Report, Work Goals, and Minutes

Maureen McGee highlighted that MSPC had over 3,000 volunteer hours last year with Tuesday Gardeners. She requested that the organization's work goals be endorsed by SPRAB. Member Holland gave a shout-out in recognition of the high number of volunteer hours donated. Vice-Chair Norris moved that SPRAB endorse the MSPC work goals for 2023. Member Holland seconded and the motion passed unanimously.

b. Parks & Natural Resources Planning Update

Rob Romanek shared that City Council approved SPRAB member reappointments for Keith Norris, Alan Alexander, and Debbie Miller. Chair McDowell noted that there was a recent tree planting event and wondered if it might be possible to be notified of future planting events. Rob invited members to McKay Park on February 11 for a neighborhood yard tree planting pilot program. Member Holland recognized Milan Davis's tree crew that supported a recent event and did a great job with Friends of Trees. Member Hartwig mentioned he saw an event at Woodmansee Park and stopped to thank the workers. Flagging those events for SPRAB members is helpful.

c. Urban Forestry Update

Milan Davis gave an update on ice storm restoration efforts. One crew is removing stumps and a second crew is planting new trees. The City is working with Friends of Trees for staffing, identifying locations, and providing trees for events. Project coordinators are working on inspections of over 60 declining trees larger than 30" in diameter. The department has over 400 open pruning and 113 removal work orders. The team is also structurally pruning 900 3-, 5- and 8-year-old trees in January. Member Holland asked about the trees identified for removal. Milan gets about 30 new City tree removal work orders each month. On Martin Luther King Jr. Day, the City has a planting event of 22 trees on Leslie Street SE between High and Liberty streets SE. Member Hartwig noticed that the ash trees on Lone Oak

Road SE were removed to preemptively help with the upcoming emerald ash borer situation.

d. Parks Operations Update

No questions or comments.

e. Recreation Services Update

Member Hartwig asked about City-sponsored elementary basketball leagues. Becky George responded that the City lost year-round program sports years ago but she hopes they might eventually be brought back.

f. Parks Damage Report

No questions or comments.

8. New Business

None.

9. Next Meeting

The next regularly-scheduled meeting is February 9, 2023.

10. Adjourned at 7:27 p.m.

SPRAB Information Reports Packet

February 9, 2023

- 1) Mission Street Parks Conservancy Minutes**
- 2) Organizational Structure Changes**
- 3) Urban Forestry Update**
- 4) Parks & Natural Resources Planning Update**
- 5) Parks Operations Update**
- 6) Recreation Services Update**
- 7) Parks Damage Report**



Board Meeting Minutes
December 14, 2022

In Attendance

Gretchen Carnaby
Christine Chute
Maureen McGee
Gary McKuen
Kathy Savicki

1. **Agenda** Christine called the meeting to order via Zoom. Kathy moved and Gretchen seconded approval of the draft agenda. Motion approved.
2. **Minutes** Gretchen moved and Maureen seconded approval of minutes for the November meeting. Motion passed.
3. **Financial** Gary reviewed the November financial reports. So far the end of November fundraising letter has yielded over \$16,000, plus \$3,000 more in pledged matches from Board members. Maureen will review the webinars available in NEON to see how we can use their capacity to generate fundraising appeals. Christine will contact business who were previous sponsors.
4. **Old Business**
 - **Volunteer Coordinator** We are setting up opportunities for the volunteers to meet up on Tuesdays during the winter break from gardening.
 - **Woodland Garden** Christine and Mike are meeting soon with City staff to nail down the timeline for installation of infrastructure. We should hear about the Rotary grant application in January, and then will know what other fundraising needs to be done.
5. **New Business**
 - **2023 Garden Season Prep.** Melissa will work with Salem Hospital to schedule one spring work party and Maureen will use her legal community contacts to recruit for a second one. Gretchen will organize a get-together for Tuesday Gardeners to plan for field trips and SLIGs during the gardening season.
 - **Garden Tours.** We have been invited to partner with Bush House and the Lord and Schryver Conservancy for coordinated garden tours. Dates were identified for April and July.
 - **Heritage Trees.** Christine reported on a SPRAB presentation about reviving the heritage tree program in Salem. She will make contact with Don Gunther about sharing this information with Tuesday Gardeners, and will talk with Brian about proposing some trees in Bush Park.

- **SPRAB.** Maureen will present our report to the January SPRAB meeting. Brian has approved the 2023 work plan and Jennifer did not provide any input.

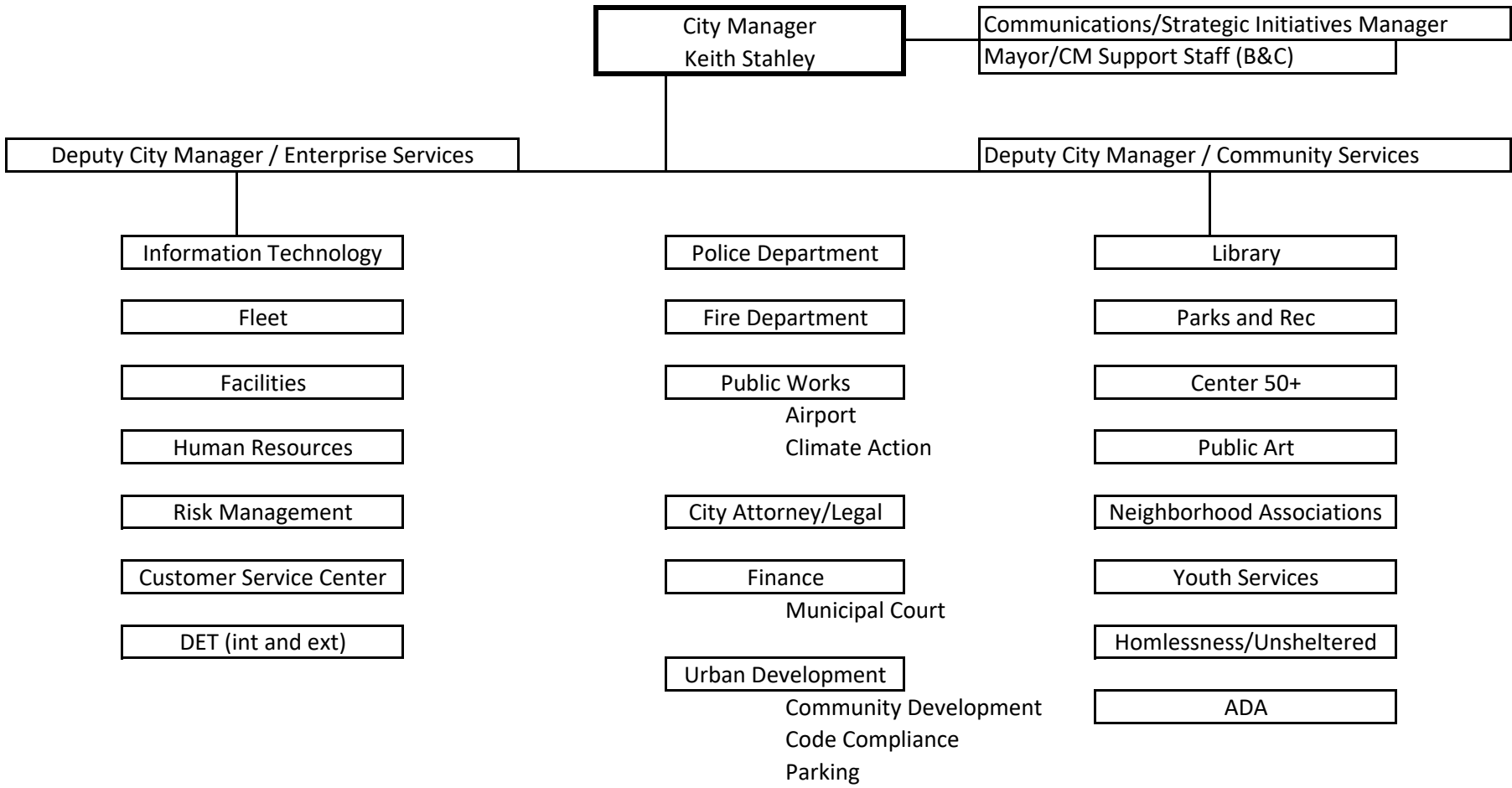
Next meeting: January 11 noon, via Zoom

Salem Parks and Recreation Advisory Board
City Organizational Structure Changes – February 2023

Prepared by Jennifer Kellar and Rob Romanek

On Monday December 12, 2022, City Council approved the creation of a new organizational structure that includes two new Deputy City Manager positions. This anticipated structure is outlined in organizational chart found on the following page. It includes a Deputy City Manager overseeing a new Community Services Department. The City is [currently recruiting for this new position](#).

Among other changes that have or will occur, this new structure anticipates moving Parks and Recreation, Public Art, and Center 50+ out of Public Works, and aligning these programs as well as Neighborhoods, Youth Services, and Homeless Response with the new Deputy City Manager position. These changes will become official through the 2023 budget process and with the hiring of the new Deputy City Manager for Community Services. Further details regarding this reorganization will be forthcoming.



February 2023 Urban Forestry Report

Urban Forester, Milan Davis

City of Salem Parks Operations

The City of Salem Urban Forestry Division is currently working on numerous ongoing projects. We continue to complete work related to ice storm restoration, grinding tree stumps in South Salem and tree planting citywide following up behind the stump crew. Tree planting efforts have been constant since November focused on using containerized and b&b nursery stock. In February we will receive an order of 198 bare root tree stock that will be planted in association with the ice storm restoration. Once planted successfully we will have planted over 700 trees with city staff in the last four months. Our goal was to plant 1,000 trees in 18 months with the Ice storm restoration team, this will put us way ahead of schedule with an opportunity to plant at least 2,000 trees, double the original goal.

We are also completing scheduled and emergency tree work. In the month of January, UF tree crews & staff completed over 800 structural pruning work orders, focusing on 2-, 5- & 8-year-old trees. Tree crews responded to multiple high wind events this month completing 27 emergency tree removals, many of those in the overnight hours. As well, crews completed scheduled pruning and removal work.

Urban Forestry Project Coordinators are scheduling stump removals and utility locates, developing planting plans for contractors and city crews, selecting tree species for street tree plantings, scheduling nursery pick ups and training staff and monitoring structural pruning work. They worked with our COR to complete our IPM aphid injection service with updated locations. They are also completing Service Request inspections, working with Development Services on permit requests, responding to requests from Code Enforcement on tree related issues, reviewing Significant Tree Removal Permits from Community Development Planning Department as well as any other tasks that may arise related to high priority tree issues. Project Coordinators have become more involved in assisting with our final edits on our grant proposals for ODF related to funding we are requesting to use money in low-income low canopy areas in Salem. As well, they are involved with creating our EAB management plan.

The Urban Forester is managing all daily schedules for field staff including overnight crews and call outs.

Other projects include:

- worked with tree crews and natural resources staff to plant 135 native trees along the banks of Riverfront Park
- MLK day planting event with residents on the 400 block of Leslie St SE
- 1/7 tree planting event with FOT and city staff
- EAB management plan with Jen Mongolo & Jeff Johnson
- researching equipment purchase for July 1st this year we are replacing our 2011 67' boom truck

- recruiting for new tree trimmer to fill vacant position

Urban Forestry Staff:

Urban Forester- Milan Davis
Project Coordinator- Tom Bradley
Project Coordinator- Don Gunther
Tree Trimmer- Mike Tyler
Tree Trimmer- Nolan Rogers
Tree Trimmer- vacant
Tree Crew PMO- Cesar Estrada
LD PMO Ice- Craig Capomaggi
LD PMO Ice- Kyle Fowler
LD PMO Ice- Matt Stone
LD PMO Ice- Brandon Culcasi
Temp DPI- Emilio Ortiz

Parks Staff assisting Tree Crew Ops:

Project Coordinator- Brian Smith
Project Coordinator- Jose Gallegos
Project Coordinator- Matt Johnston
PMO- Jeff Ball
PMO- Sam Welsh
PMO- Jason Bailey
PMO- Ruben Rodriguez

Without Parks support, the Urban Forest would not be able to complete scheduled work and have coverage for callouts. We appreciate their support and dedication to the urban forest.

Salem Parks and Recreation Advisory Board
Parks and Natural Resources Planning Update – February 2023

Geer Park Phase II Improvements – Geer Park is being positioned as an early focus of the ten-year funding plan for the Community Infrastructure Bond. Sport field renovations, a new reservable shelter, and a new dog park may be folded into the skate park project. Staff is reassessing the project timeline. The tentative construction start of spring/summer 2024 may be pushed out.

Fairview Park Phase I Improvements – Further planning and public engagement is needed to refine the Fairview Park Master Plan and prepare a new Phase 1 development concept with an updated cost estimate. The City will be issuing a request for proposal for COR landscape architecture services to support public engagement and conceptual design.

Minto Island Conservation Area

- **Phase II Restoration** – Willamette Riverkeeper is purchasing approximately 20,000 native bareroot plants to install around the edges of the Willamette Slough this winter. The City will contract for the planting work, and the Willamette Riverkeeper will reimburse the City. The upcoming growing season will be the fourth and final year of grant funded treatment of the invasive *Ludwigia*. The first treatment is expected to occur in July.
- **Events** – A process is underway to amend Administrative Rule 109-600-001 (Minto Island Conservation Area Restrictions for Events) to test changes to restrictions on large events (accommodating two larger events such as Ironman). A notice of the proposed rule amendment was posted January 18 through February 7. Subject to review by City Council and the comments received during the public review period, the rule change will become effective on or about February 14, 2023.

Eagle Incidental Take Permit – Staff are preparing for this year’s nesting season, which begins early February. A new sign was developed and will be posted where trails intersect the eagle nest buffer in Minto-Brown Island Park. The volunteer monitoring program is starting up again, with a two-part training on January 31 and February 4. The Statesman Journal ran an article about the program – we had a turnout of over 100 volunteers for the first part of the training. NR Planning staff have also updated materials used for the volunteer program, including survey questions for observation reporting, field maps, field data sheets, and monitoring protocols and we are participating in both training sessions. We have also collaborated with Park Operations to develop a new eagle webpage for the public (cityofsalem.net/eagles) and a volunteer webpage (<https://www.cityofsalem.net/community/things-to-do/volunteer-get-involved/bald-eagle-nest-monitoring>).

Neighborhood Tree Program (Tree Planting) – The next planting event is scheduled for Saturday, February 11 in the North and East Lancaster Neighborhoods. This event is part of the Pilot Yard Tree program. Approximately 44 trees are expected to be planted in front yards and in the public right-of-way in front of homes. In this second year of the pilot program staff has worked with Friends of Trees to improve outreach – multiple mailings have gone out, members of the Urban Forestry crew spent several days canvassing the neighborhoods, yard signs have been placed in local parks, and messaging has gone out through the neighborhood associations and NextDoor. The event is on track to meet an internal goal to plant 40-50 trees.

Proposed Amendments to Salem Revised Code (SRC) Chapter 86 (Trees on City Owned Property) – [No change.] Staff is working to modify the proposed amendments based on feedback from SPRAB, the Planning Commission, and the public. Further information will be provided at a later meeting.

Emerald Ash Borer (EAB) Readiness and Response Plan for Salem – NR Planning, Urban Forestry, and OR Dept. of Forestry continue to work together on the development of a plan for Salem. We are focusing first on planning for City-owned trees in right-of-way and developed parks while we continue to develop an approach for trees in natural areas as well as assisting private property owners. We are currently working on the following: 1) a stakeholder map, 2) evaluating potential to combine our EAB plan with a larger Urban Forest Management Plan for Salem, 3) evaluating options for finishing our tree inventory, and 4) determining how to map ash trees in Salem and the North Santiam Basin. In January staff met with City of Portland staff to discuss their EAB response plan and opportunities to create efficiencies by working together on training and other opportunities.

Parks Operations Update – February 2023

Maintenance

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

Commercial Street

Liberty Street

Salem Parkway

Croisan Scenic Highway

Kuebler Boulevard

Projects

- Peter Courtney Pedestrian Bridge – The Peter Courtney Bridge was closed on Monday, January 23rd for light replacement on a portion of the archway. These particular lights are easily susceptible to damage and going out and are difficult to find replacement lights as they have been discontinued. Parks Operations is pursuing alternative lighting solutions to address this on-going issue.
- Parks Operations still will be working with Mayor Hoy, the City Communications Team, and GIS Analysts on the Mayors “90 Parks in 90 Days” project. The project focuses on highlighting our 90+ park properties through the use of short videos derived from drone aerial footage, with voiceover narrations on each park property by Mayor Hoy. The mayor first shared his idea at the SPRAB retreat held in October 2022. As this project is now at the beginning point, staff have started working with the SPRAB Chair and Vice-Chair on this concept. The focus has been to hi-lite specific and identified park properties to which we can hold an in-person event at that park and the public has an opportunity to have direct engagement with SPRAB members, NA representatives and Parks & Recreation staff. This approach will allow the public to learn more about the roles of the neighborhood associations, SPRAB and how they can be active participants in their community. These in-person events will allow for outreach in a fun, family-oriented, community-centric manner. We perceive marrying these events within the timeframe of the 90 Parks in 90 Days video project. Additionally, we will be pursuing the incorporation of a scavenger hunt between the 90 parks within that same 90-day timeframe. This will be an interactive way for the community to get to know parks that they may not be as familiar with.
- City Resource Fair – The City will be holding its first Resource Fair as a way of connecting to the Hispanic community. The Fair will be held on Tuesday, February 7th from 5:00 – 7:00 p.m., at Center 50+, 2615 Portland Road NE, Salem.

The Resource Fair has been heavily promoted by Irma Coleman, City of Salem, Neighborhood Coordinator, through two local Spanish radio stations, her attendance at many community meetings and sharing an event flyer with the Latinx community via social media and dropping off the flyers at several Latinx hubs.

The focus of the event is to provide information, tutorials, on filling out applications or learning more about how to apply for:

- SPIF Grant Awards, Salem Parks Foundation Awards
- TOT
- CDBG/Home

- Economic development resources
- URA grants
- Utility Assistance
- Events in Parks
- Recreation Program Offerings
- Bond & Construction Projects
- Parks Volunteer Opportunities

Parks staff will be present at the event to provide information and assistance for Parks and Recreation related opportunities.

- Minto Brown Island Bald Eagle Nest Monitoring Program – The first training session to provide information on the program was held January 31, 2023. Approximately 130 individuals showed up to learn more about the program and how they could be involved. A follow-up Minto Brown Island on-site training will be held on Saturday, February 4th, from 10:00 a.m. to 12:00 p.m.

Participants were provided information on the monitoring protocols, the use of the corresponding data gathering survey sheets and aerial maps of the location of the eagle nests. Program details include:

Data survey gathering length – Each observation period is a minimum of 2 hours.

What to bring – Binoculars or spotting scope, mobile device with Survey123 installed, water, snacks, volunteer vest

What to record – Using the Survey123 app, record the number of eagles present, number of trail users, types of activities and eagle reactions to activities

For interested individuals, you may contact Amanda Sitter, Parks Volunteer Coordinator, at 503-589-2197 or asitter@cityofsalem.net

Salem Park Improvement Fund (SPIF)

The SPIF award committee, including SPRAB members, Chair McDowell, Vice-Chair Norris, and member Alan Alexander, will be meeting this month, February to determine award amounts for the following projects:

Neighborhood Associations were required to submit their Final Application project proposals by January 31, 2023 for consideration of award funding.

Morningside NA – (Morningside Park)

Replace hard-surface path with multi-use path starting from where the grove of trees is located.

Continue replacement of path along the southside of the park toward Pringle Road

Northeast Neighbors (NEN) – (McRae Park)

Community art painting on retaining wall

Sunnyslope NA – (Secor Park)

Playground equipment shade covering

Southwest Association of Neighbors (SWAN) – (Bailey Ridge Park)

Bench

Message kiosk board

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

Tarter Old Rose Garden collection rehabilitation

Northgate NA – (Fisher Road Park)

Soccer goals (large)

West Salem Neighborhood Association – (Edgewater Parkway)

Picnic tables (2)

Salem Parks and Recreation Advisory Board Meeting

Recreation Update—February 2023

1. Events/Facility Use

- Now that the new year is here, event and park reservations are coming in a brisk pace! Riverfront Park is highly sought after, specifically on weekends in June, July, August, and September. The new Gerry Frank I Salem Rotary Amphitheater is currently being considered for some touring acts. Select dates are being held until April 1 for that purpose. Already in 2023, Riverfront has its first community event scheduled in a couple weeks on Sunday, February 26 (Run for the Rare), three events in April, five in May, eleven in June, thirteen in July, sixteen in August, and ten in September.

2. Youth Recreation Programs

- Work has begun on the summer Recreation Guide. Information will be sent out to households the end of March.
- This year's Movies in the Park have been scheduled every other Friday evening, June 30-August 25, in the Gerry Frank I Salem Rotary Amphitheater. Movie selections will be determined in the coming weeks. Staff is currently updating sponsorship opportunities with the plan to send it to local businesses and organizations in the next month.
- The 2023 STRIDE information has been published and will be mailed to households in February. The schedule is as follows:

May 20	5K Run/Walk at Bush's Pasture Park
June 10	5K or 10K Run/Walk at Riverfront and Minto-Brown Island Parks
July 8	5K or 10K Run/Walk at Minto-Brown Island Park
August 19	5K Run/Walk at Bush's Pasture Park
September 9	5K or 10K Run/Walk at Riverfront and Minto-Brown Island Parks
October 7	5K or 10K Run/Walk at Minto-Brown Island Park

3. Softball and Kickball Leagues/Tournaments

- Recruitment for seasonal/Part Time Exempt (PTE) staff for 2023 is currently open. We've worked with Human Resources and Public Works staff to update our job postings with the hope of gaining more interest!
- We finalized a deal with USA Softball and NW Alliance to co-sanction our 12A/16A Western National tournament. We currently have 15 teams from the NW signed up across the two divisions and are hoping the new partnership will help us gain more teams.
- We just returned from Boise, Idaho where we attended the USA Softball Regional meeting to promote our 2023 tournaments as well as bid on the 2025 youth national events. We won the bids for the following tournaments (Western Nationals) in 2025: 12A, 14A, 16A, and 18A. We will get confirmation on these at the National Council Meeting in Oklahoma City this fall.

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: January 25, 2023

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

A total value of \$1,557.98 in repair/replacement costs occurred from twenty two incidents. In comparison, the total from December 2021 was \$1,217.66 from two incidents.

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

PARK_NAME	FREQUENCY	COST
Aldrich Park	2 \$	50.00
Cascades Gateway Park	1 \$	10.00
Highland Park	2 \$	40.00
Hoodview Park	1 \$	20.00
Hoover Park	1 \$	10.00
Lee Park	1 \$	30.00
McKay School Park	3 \$	35.00
Northgate Park	6 \$	85.00
Orchard Heights Park	1 \$	30.00
Richmond School Park	1 \$	20.00
River Road	1 \$	1,177.60
West Salem Park	2 \$	5.00
Totals	22 \$	1,557.98