



**Parks and Recreation Commission Meeting Agenda  
Wednesday, October 23, 2024, 5:00 PM  
Hybrid Meeting - Zoom & Council Chambers, 616 NE  
4th AVE**

**CALL TO ORDER**

The meeting was called to order at 5:00 PM.

**ROLL CALL**

Present: Alicia Brazington, Ellen Burton, David Dewey, Bud Henson, Jason Irving, Jenny Wu, Council Liaison Tim Hein, Council Liaison John Svilarich

Excused: Katy Daane

Staff: Bryan Rachal, Susan Palmer, Matthew Thorup, Steve Wall

**PUBLIC COMMENTS**

No public comments were made.

**APPROVAL OF MINUTES**

**1. APPROVE MINUTES OF PARKS COMMISSION MEETING – Sept. 25, 2024**

Presenter: Ellen Burton, Chair  
Time Estimate: 5 minutes

A motion was made by Henson, seconded by Brazington, and carried to approve the Parks & Recreation Commission minutes of 9/25/24 as written.

**MEETING ITEMS**

**2. PARKS FEES INCREASE**

Presenter: Matt Thorup, Assistant Finance Director  
Time Estimate: 20 minutes

Matthew Thorup did a presentation on fee increases for 2025 park fees. Discussion ensued on facility rental fees.

**3. PUBLIC WORKS PROJECT UPDATES**

Presenter: Steve Wall, Public Works Director  
Time Estimate: 15 minutes

Steve Wall provided updates on; Crown Park project, Lacamas Creek trailhead, citywide sports field planning, Forest home drainage, T-3 Trail. For Operations & Maintenance, Wall provided updates on staffing, tree requests and winter projects. Rachal spoke about the new City app that will soon be available to the public to submit work orders.

**4. BUDGET UPDATE**

Presenter: Bryan Rachal, Interim Parks and Rec Director

Time Estimate: 5 minutes

Matthew Thorup provided an update on the City Budget. Thorup added that the current proposed budget does include the Parks & Recreation Director position. Discussion ensued.

**4. COMMISSIONER PARK ASSIGNMENTS**

Presenter: Ellen Burton, Chair

Time Estimate: 10 minutes

Ellen Burton assigned park assignments to the Commission members for 2025.

**5. STRATEGIC PLANNING SESSION**

Presenter: Ellen Burton, Chair

Time Estimate: 30 minutes

Ellen Burton spoke about open houses and the survey online that are available for the public to participate in the City's Strategic Planning session. Burton provided questions for the Parks Commissioners to answer for a strategic planning session.

**PROJECT UPDATES**

Rachal stated that the combined November/December Parks & Rec Commission meeting will be held on December 5, 2024, at 5 pm in the Council Chambers.

**CLOSE OF MEETING**

The meeting closed at 7:00 pm.