



**CITY OF LINCOLN CITY
PARKS & RECREATION BOARD AGENDA**

Wednesday, November 20, 2024, 2:30 p.m.

Community Center - Big Room

2150 NE Oar Place

Lincoln City, OR 97367

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, for a hearing-impaired device, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting. To request information in an alternate format or other assistance, please contact the City's ADA Coordinator, Kevin Mattias, at [541-996-1221](tel:541-996-1221) or kmattias@lincolncity.org. Visit <https://www.lincolncity.org/residents/ada-accessibility> webpage to view how the City continues to remain in compliance with Title II of the Americans with Disabilities Act regarding City programs, services, processes, and facilities.

The Parks & Recreation Board reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the meeting.

Agenda materials for this meeting are available at www.lincolncity.org/publicmeetings.

This Meeting is open to the Public.

A. CALL TO ORDER

B. MINUTES

B.1 FINAL Aug 2024 LCPR Board Minutes

C. PRESENTATIONS

C.1 Nov 2024 Presentations

D. PARKS & RECREATION STAFF REPORTS

D.1 Nov 2024 LC Parks and Recreation Staff Reports

E. PARKS & RECREATION BUDGET UPDATE

E.1 Nov 2024 Budget Updates

F. UNFINISHED BUSINESS

F.1 Nov 2024 Unfinished Business

G. PARKS & RECREATION PROJECTS - BOARD INPUT

H. NEW BUSINESS

H.1 Nov 2024 New Business

I. BOARD MEMBER COMMENTS

J. ADJOURN

City of Lincoln City Parks & Recreation Board Communication

LCP&R Board Minutes

Meeting Date: 11/20/2024

Department: Parks & Recreation

Secondary Dept:

Approval: Daphnee Legarza

Strategic Priority: Not Applicable

Primary Staff Contact: Jeanne Sprague

Email: jsprague@lincolncity.org

Secondary Contacts:

Estimated Time: 5 minutes

Aug 2024 Minutes to be approved.



CITY OF LINCOLN CITY

PARKS & RECREATION BOARD

August 21, 2024, 2:30 PM

APPROVAL DATE: _____

A. Call to Order

Attendee Name	Title	Status	Arrived
Donna Eddy	Board Member	Present	
Robert Vincent	Board Member	Present	
Beth Towers	Board Member	Present	
Jane Mulholland	Board Member	Present	
Joan Prins	Board Member	Present	
Shawn Wood	Board Member	Present	
Stephen Percy		Excused	

Also attending Jeanne Sprague LCP&R Director, Cheryl Knight LCP&R Admin Assistant, Understory Landscape Architects Andrea Kuns, Amy Cragg and Nick Drummond. Monte Demaris LCP&R Parks Supervisor arrived later. Jane Mulholland’s grandson (name?)

B. Minutes

a. July 2024 LCP&R Board Minutes

Chair Mulholland asked if there were any corrections or additions to the July 24, 2024 minutes. There were no corrections or additions. Chair Mullholland called for a motion. Joan Prins moved to accept the minutes. Shawn Wood seconded the motion. There was no discussion.

b. Vote Results

RESULT:	PASSED BY VOICE VOTE [UNANIMOUS]
AYES:	Eddy, Vincent, Towers, Mulholland, Prins, Wood

C. Presentations

a. Presentations

Understory Architects gave a presentation, which included updates on the Sandcastle Playground and the Schooner Creek Discovery Park (SCDP).

Sandcastle Playground: the overall project schedule was discussed. They also summarized the data gathered at the community engagement event, held in May, and from the online survey. They also reviewed the existing site conditions and presented two (2) design concepts for the playground.

67 people (43 adults, 24 children) attended the community engagement event and the online survey had 116 respondents (112 adults, 4 children), for a total of 183 responses. Several themes were presented and based on those responses, the Sandcastle and Dune theme was the preference (46.2%).

During this process, the community's desire to replace the Sandcastle playground with a similar playground was clear. Understory drilled down further to determine what people loved about the existing Sandcastle Playground, what were the favorite play elements and what they thought is missing and/or could be changed, so they could factor that information into the new design. Creating accessibility is key.

Chair Mulholland commented that she was happy to hear of the probability of going forward with a wood structure. She believes that a wood structure fits within the environment, and she had heard that many community members were concerned that the current wood structure would be replaced with a plastic structure.

The existing conditions of the playground were discussed (including topography, grading, circulation, access and character).

The two (2) design concepts presented were 1) Hillside Castle and 2) Sand Dune. These concepts were preliminary and were not specific about play equipment, but were more approaches to the overall play area.

Chair Mulholland asked if the two (2) design concepts were going back to the public for further input. Director Sprague told her that due to importance of staying on track with the timeline, they were not planning to go back to the public with both concepts. Both concepts have been presented to city staff and the Board, and unless they believe it's necessary to go back to the public, the decision will be made without further public input.

Robert Vincent stated that after seeing both concepts side-by-side in this presentation, he believes there is no question that the Hillside concept is closer to what the public wants.

Joan Prins expressed concerns about the slide being duplicative of the one being installed at SCDP, and wants to make sure it's unique. Chair Mulholland said the idea of incorporating the retaining walls into the structure itself is a great concept.

There was a short discussion on which concept was more accessible, with several people feeling like the Hillside castle has more accessibility.

Shawn Wood stated that she believed the Hillside Castle concept would cost more. Andrea Kuns confirmed that it was hard to quantify costs at this preliminary stage, but that was likely to be true, since building walls and structures cost more than grading and topography. She also indicated that as they go forward, their team will be looking at grading, the sizes of the terraces and walls, and determining if there are benefits to working with the existing walls and through this process, they will be cognizant of budget.

Director Sprague noted that, at this stage, they were not focusing on the budget, but rather what the public input was and how much we could match it to what Understory could do. Public expectation and reaction are very important, along with accessibility, and we need to have it as close to what we have learned the public wants, as possible, from the public outreach we did.

Chair Mulholland agreed, noting that expectations are very high since the existing structure is so cherished. She believes the Hillside Castle is going to come the closest to creating something where people will see the connection between the old and the new and feel like, even though it is not the same, there are some enhancements. Shawn Wood mentioned that she believes the Hillside Castle makes more sense next to the lake than a sand dune, with others agreeing.

The Board agreed to move forward with the Hillside Castle concept, with Director Sprague confirming that they were all comfortable not going back to the public, at this stage. Chair Mulholland's grandson raised a question about whether the towers in the play structure will be tall enough for people to stand up, because the current structure included areas where it was easy to hit your head while trying to stand up. Director Sprague thought that was a great question and she will follow-up on that.

Understory will be coming back to the Board on 10/16/2024, where they will have the design refined, the 30% drawings complete and the estimate, but they won't have the illustrative graphics that will be shown at the public event scheduled for November. That event was briefly discussed.

Schooner Creek Discovery Park: Understory expects to begin the design of Phase 2 next week.

With regards to Phase 1, Understory talked to the contracting team today (8/21/24) and the goal is to have the equipment and safety surfacing installed in early October, contingent on the equipment arriving on time and having good weather. The pour-in-place surfacing needs to be installed in good weather for the long-term lifespan and weathering of that material.

Assuming we stay to that schedule, Chair Mulholland asked what would be the completion timeline. Andrea Kuns said the contracting team expects to be done in October, although there will be planting that will happen after that. Director Sprague said that K&E will have a good idea in mid-September of when we would be able to open it to the public. If all goes as planned, we would have the ribbon cutting in November and open it to the public at that time. She encouraged the Board members to go take a look at the progress. She also mentioned that she will be going to the City Council on Monday (8/26/2024) for approval to start the Phase 2 design. As soon as she gets that approval, she will let Understory know that they can begin.

The Understory group left the meeting, and Monte Demaris arrived.

D. Parks & Recreation Staff Reports

a. LCP&R Staff Report

There were no additional questions or comments.

E. Parks and Recreation Budget Update

There was no discussion.

F. Unfinished Business

a. Unfinished Business

Applicant for Board - Director Sprague stated that there is an applicant for the Board who has been interviewed, who will go before the City Council on Monday (8/26/2024). There were no further questions on Board member roles or terms.

b. Adding a Youth Board member - Director Sprague noted that she has compiled everything and City Attorney, David Robinson, is aware we want to move forward. He will look at what the Driftwood Library is doing and at the City Code, to make sure it will be consistent across all committees. She also checked with the Council to see if they have a plan for adding youth members to the Boards, but they do not.

c. Beach Access (and Restroom) Repairs - a list was provided in the agenda packet, which prioritized repairs for the 27 beach accesses, starting from those most needing work due to safety and other concerns. The crew is already working on many of these. Director Sprague invited the Board to provide their input if there were beach accesses they wanted us to focus on or if they think these should have a different priority, then as listed. Monte Demaris provided comments on the following:

1. NW 15th St - the railing has been replaced and the doors for the restroom are in house, ready to install. We are hoping to replace the doors on all the restrooms, but they are costly. Currently getting bids for interior and exterior painting.
2. SW 51st St & Taft Bayfront Restroom - the current, rusted, gazebo needs replaced and we are getting bids on doors/frames.
3. NW 64th St - for accessibility, we have already paved down to where the state allowed (to vegetation line).
4. Siletz Bay Park - recently reroofed the gazebo, and there are a few more things to be done. A car recently hit the building, which damaged the drinking fountain, and that will be repaired. No damage to the building.

We are also starting work on the restroom at NW 17th St. The design is in process, construction has not started. Director Sprague said the new design is really great, and that we hope to be able to duplicate the design for other restrooms. She will show the Board the design at the next meeting.

Director Sprague noted that since Spring, in addition to the \$125K capital beach access projects, they are now taking some of that money and using it to purchase doors, which need to be replaced (some are falling off their hinges, others are permanently locked, since we cannot open them) and also painting. The plan is to do repairs at 8-10 of the public restrooms and beach accesses, so they don't degrade further into disrepair.

Chair Mulholland questioned how, if we have \$20K/year for beach access repair (noted in minutes from the 7/24/2024 meeting), but the first two (2) projects on this list equal \$230K, how does that correlate?

Director Sprague clarified that the big numbers on the list were for capital projects (e.g. construction projects) and that the amount allocated per year for beach access repairs was actually \$25k, which is for operations and maintenance/upkeep of the beach accesses. There is a larger budget for operation and maintenance, but the line item for beach accesses was \$25K. She also confirmed that anything over \$10,000 is a capital project that needs to go before the City Council for approval.

Joan Prins had a question about the Regatta Park bathrooms and whether they have been renovated. Monte Demaris informed her that the floors and walls were repainted/repaired 5-6 years ago. Donna Eddy mentioned that she likes the restroom Canyons, and said it would be nice if other restrooms had warm water to help with clean-up.

Chair Mulholland asked about vandalism and graffiti and wondered if there was a way to beautify the restrooms, in a way that promotes the spirit of Lincoln City. The thought being that if something is pretty, people tend to treat it better. She suggested tying in to an art class at the high school or community college, and considering themed murals, even small ones (like the LC tentacles with each one holding something different). She mentioned that an Alaskan tourist town had decorated all of the trashcans so beautifully that you looked forward to seeing the next one. Robert Vincent said that a town in California had done the same, with fire hydrants and mailboxes. Director Sprague mentioned that she had just been contacted today (8/21/24) by someone wanting to redo the mural at Josephine Young park, so murals are a hot topic. She will discuss this further with Monte Demaris, and possibly ELC, to see if this would be a possibility, and will come back to the Board with more information. Board member Donna Eddy mentioned that the PAC is always looking for something to support with their money.

d. Artist Joanne Daschel mosaic examples for SCDP sidewalk - the Board loved them with the caveat that the bird names need to be capitalized, as proper nouns. Director Sprague said she had already discussed that with Joanne. There will be 14 of them in the park. Joan Prins wanted to make sure that all the birds live in our area. Director Sprague will double check that and will bring the plan to the next meeting to show the Board where each one will be placed.

e. Mobi-mats - the mats will stay up until Labor Day and, next year, Director Sprague and Monte Demaris will discuss locations again. Current locations were provided in the agenda packet for this meeting. We currently have 750 feet, thanks to the Friends of Lincoln City Parks & Recreation, who purchased an additional 350 feet. The mats at the Casino have been resituated, to solve the problem of no accessibility from the paved area to the Mobi-mat. Monte Demaris explained the problem initially was a small creek that was in the way, which is now gone. The crew also went out to NW 34th St (Grace Hammond beach access) and extended those mats. They also recently went out to all the mats to make sure they were situated properly and in good condition. All the mats will stay place through the season. Chair Mulholland questioned their durability, and Monte Demaris explained that they are extremely durable. He also mentioned that after they are picked up for the winter, they will be taken to the Parks shop and power washed, and then will be rolled up and stored on pallets. After the power washing, they look almost brand new. The only damage we have seen was from a car that was driving on the beach and peeled out over them. Monte Demaris was able to repair the mat, with a loss of only a few feet. Director Sprague mentioned they were made of 100% recycled polyester, so they should last a very long time.

Joan Prins asked if we want more mats, and Director Sprague noted that they would have to assess to determine where we could put them. Although we always want more accessible equipment for the public, we would need to make sure the beach access would work with them.

f. Murals - during a discussion at the last meeting, Beth Towers wondered about that wall along the westside of 101 in the Nelscott area. Director Sprague said she learned the wall is owned by ODOT, so ELC is reaching out to ODOT. LCP&R and ELC would both like to do a mural there, so hopefully ODOT will give us permission. Chair Mulholland also mentioned that the long retaining wall below Dorchester House would be another possibility for a mural and Director Sprague said she would bring that up to ELC and PAC.

G. Parks and Recreation projects - board input

Director Sprague asked for Board input for an add-on to the new mural at Kirtsis Park. The artist, Vita Bakhtina, has finished the mural, but it does not extend to the left side of the wall (when facing it). The artist came back and would like to add-on to the mural. There will be a scavenger hunt element incorporated into the mural design, which was shared with the Board. LCP&R will not pay for this. The PAC just wanted to know if the Board was ok with adding on to the mural. Everyone was in favor and thought it has turned out great, so far.

H. New Business

a. New Business

There was no new business.

I. Board Member Comments

Chair Mulholland noted that, at the end of this meeting, Cheryl was retiring. The Board thanked her for everything she has done to support them through the years, and for the help she has given to many of them, individually. Cheryl mentioned that she would return in December, as a volunteer for Deck the Docks, and they were all happy to hear that.

J. Adjourn

Chair Mulholland adjourned the meeting at 3:45 p.m.

City of Lincoln City Parks & Recreation Board Communication

Presentations

Meeting Date: 11/20/2024

Department: Parks & Recreation

Secondary Dept:

Approval: Daphnee Legarza

Strategic Priority: Not Applicable

Primary Staff Contact: Jeanne Sprague

Email: jsprague@lincolncity.org

Secondary Contacts:

Estimated Time: 10 minutes

-
1. Director Sprague will update Board on Sandcastle 30% design, budget and city management perspective on construction timeline.
 2. Introduction of new LCP&R Executive Assistant Diane Robson.

City of Lincoln City Parks & Recreation Board Communication

LCP&R Staff Report

Meeting Date: 11/20/2024

Department: Parks & Recreation

Secondary Dept:

Approval: Daphnee Legarza

Strategic Priority: Not Applicable

Primary Staff Contact: Jeanne Sprague

Email: jsprague@lincolncity.org

Secondary Contacts:

Estimated Time: 5 minutes

LC Parks & Recreation:

Capital Project updates for FY 24-25

- Schooner Creek Discovery Park (SCDP):
 - Phase 1 – inclusive playground – almost completed! Some minor work to still be completed. Looking at a ribbon cutting/opening in Dec/ Jan. Council will be invited.
 - NEW marketing push started for Schooner Creek Discovery Park commemorative pavers, benches, and other park amenities.
 - Already sold 25 pavers (\$200-\$400e), 2 commemorative benches (\$5ke), and 1 picnic table (\$7ke)
 - We're on a roll with alternative funding! Please see: <https://www.lincolncity.org/departments/parks-recreation/schooner-creek-discovery-park-development>
 - To date, we've brought in **\$3,479,000 in alternative funding for the new park.**
 - Phase 2 design is at 30%, continuing design process. Construction will start in spring/summer 2025.
 - Phase 3 budgetary discussion occurring. Will be requesting a work session in Jan/Feb 2025 to discuss.
- Public restroom upgrades (design and construction of new restroom at NW 17th):
 - Design (gender neutral) is being completed. Forward progress being made for construction in Winter 2025.
- Sandcastle Playground new design:
 - In progress – 30% design completed.
 - Will be requesting a work session in Jan/Feb 2025 to discuss.
- Beach access improvements: More to come.
 - Deciding on which access to improve this year.
- Reminder: NW 15th drive on access will be opened from Oct. 1 2024 until April 30 2025, per Oregon State Parks Dept decision.

LC Parks & Recreation Board updates

- Next mtg is 11/20, 2:30pm at Community Center.
- Current focus of Board:
 - Sandcastle Playground 30% design and budget discussion
 - LC Community Center – new programs, pricing schedule
 - Public Art Committee art projects:
 - Murals on restrooms
 - Phase 2 art in Schooner Creek Discovery Park
 - Funding of Schooner Creek Discovery Park
 - Youth Board membership

Memberships and usage at Community Center –**October 2024**

Metrics	FY 23-24	FY 24-25	% Change	Other
Membership Revenue (excludes punch passes and lockers)	\$23,136	\$11,233	(\$11,903), (1.06%)	We are moving from Payment Plans that enter revenue not yet paid into the system.
Membership Scans (excludes punch pass)	2,983	4,340	+1,366 or +45.8%	
Total Members/ Punch pass users	1,138	1,605	+467 or +41%	
Annual Pass Sales	41	19	(22) (115%)	Medicare and Month to Month passes now available
Retention Rate	76.21%	92.97%	+16.76%	
Cancellations/ Terminations	176	134	42 or 31.3%	Month to Month passes now available
Drop-ins and punch pass Scans	1,252	1,304	+52 or 4.2%	
Drop-ins and punch pass Revenue	\$8,193	\$8,855	+\$662 or +8.1%	
Notes				

City of Lincoln City Parks & Recreation Board Communication

Budget Updates

Meeting Date: 11/20/2024

Department: Parks & Recreation

Secondary Dept:

Approval: Daphnee Legarza

Strategic Priority: Not Applicable

Primary Staff Contact: Jeanne Sprague

Email: jsprague@lincolncity.org

Secondary Contacts:

Estimated Time: 15 minutes

1. Schooner Creek Discovery Park (SCDP) budget update
 - a. Phase 1 and 2: \$4.4 million in budget remaining, covers all design and construction of these phases
 - b. Phase 3: \$5.3 million needed – not including:
 - i. \$1 million grant fund from OR Parks & Rec dept
 - ii. \$441,565 donation from William Bryd Upjohn estate
 - iii. \$97k future supplemental budget transfer from FY23-24 grants/donations
 - iv. Capital Campaign funds
2. Sandcastle Project budget update
 - a. 30% design at \$4.5 million (attached designs)
3. LCP&R Year End Estimates due Jan 2025
4. LCP&R FY25-26 Budgets due Feb 2025
 - a. Discussion on staffing for Parks and for Recreation
 - b. Any other Board requests

HILLSIDE CASTLE

- Two play terraces - one large upper terrace and a smaller lower terrace
- Ramp connecting upper terrace and parking to lower play terrace
- Ramp connecting lower play terrace to restroom and lower parking
- All new retaining walls

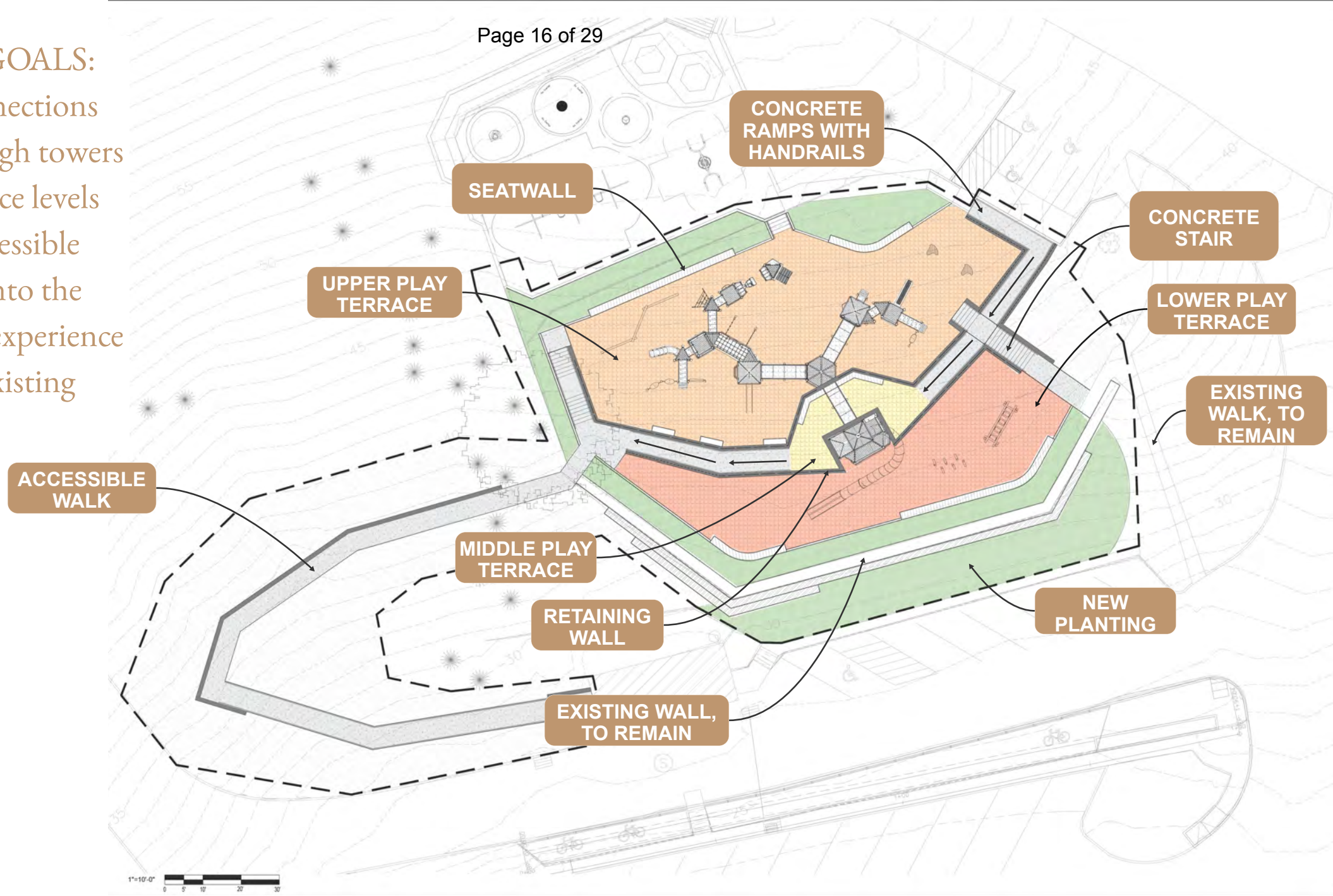
WHAT WE HEARD:

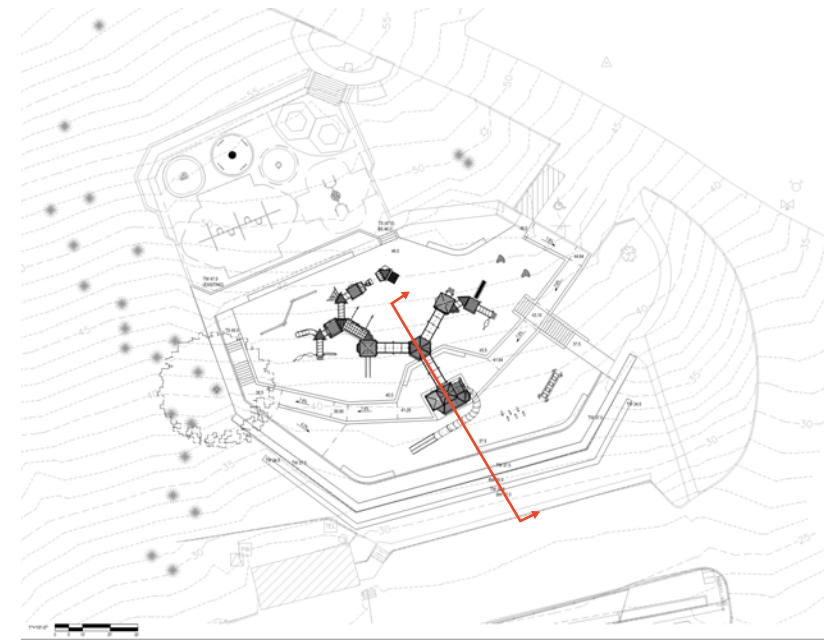
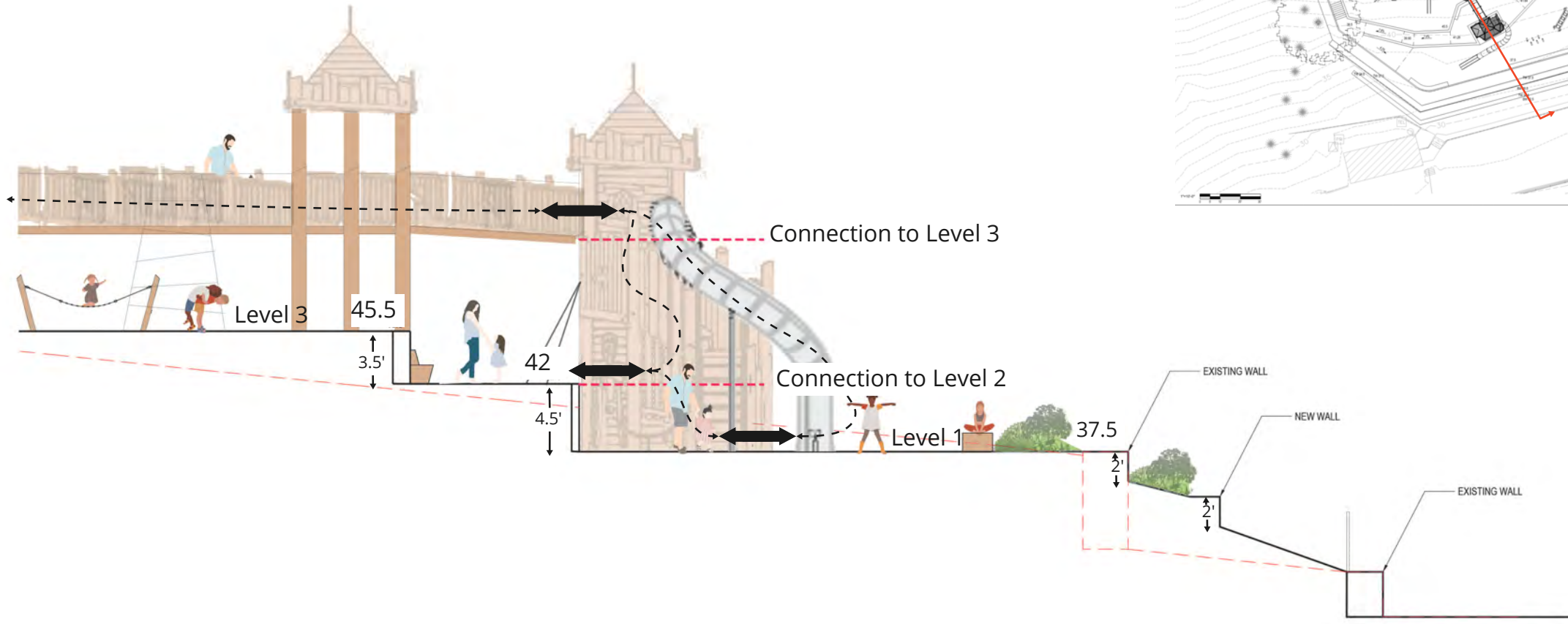
- Study keeping the existing retaining wall
- Study an accessible route on the west side of the site to connect to the restroom
- Play equipment should be equal to the existing structure in quantity, scale, complexity



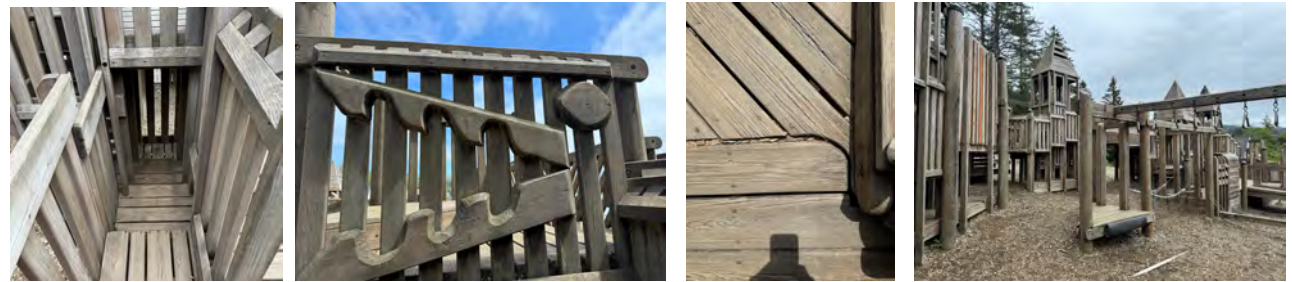
REFINEMENT GOALS:

- Provide connections to and through towers at three terrace levels
- Integrate accessible circulation into the overall play experience
- Retain the existing wall





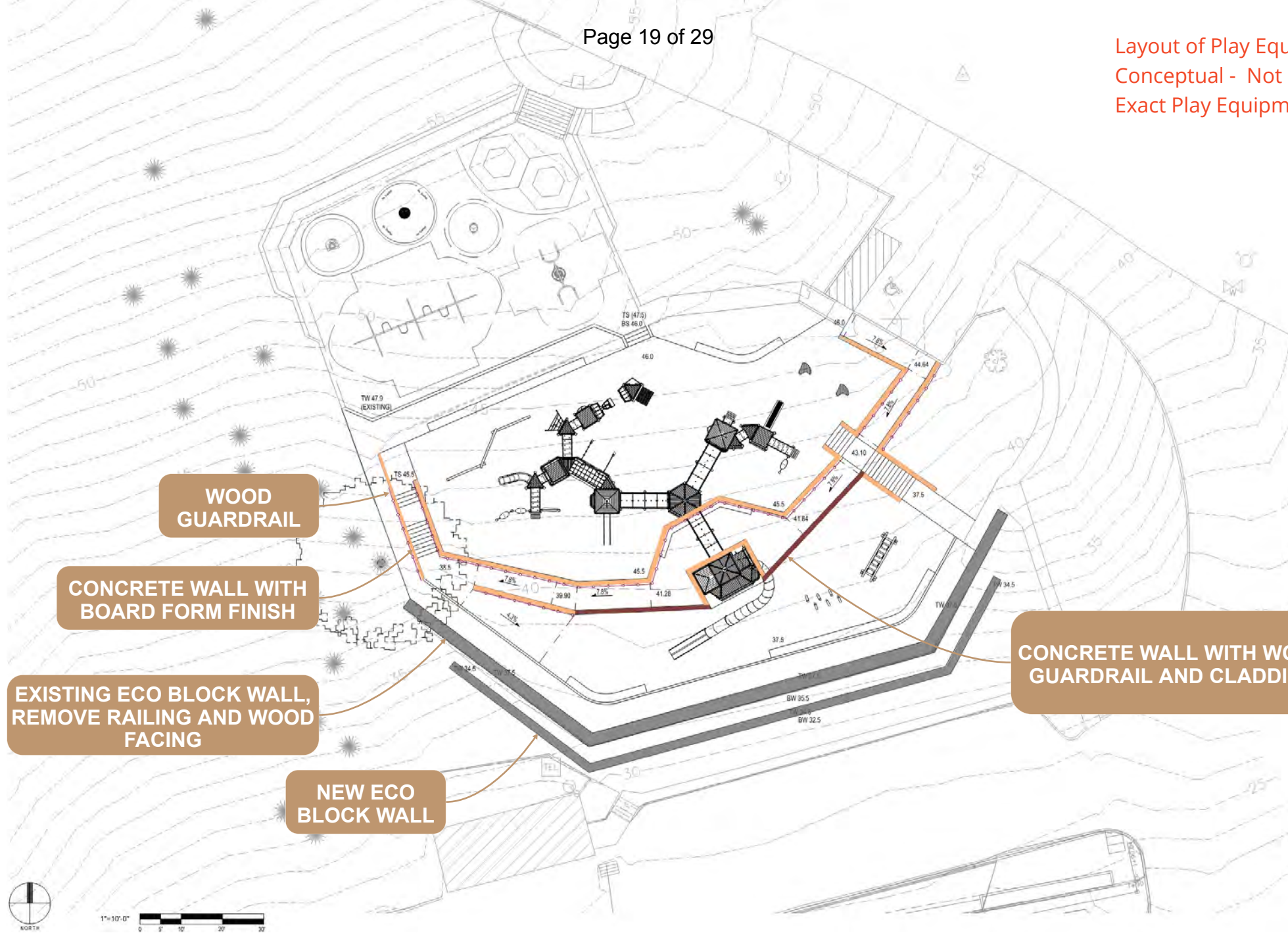
Conceptual Section - Not Reflective of Exact Play Equipment



RAILING AND WALL DESIGN INSPIRED
BY THE EXISTING SITE WALLS AND PLAY
STRUCTURE



Layout of Play Equipment is Conceptual - Not Reflective of Exact Play Equipment Locations



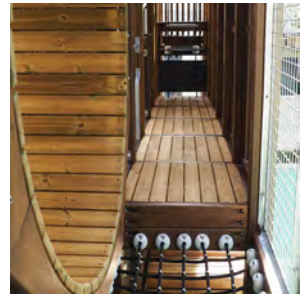
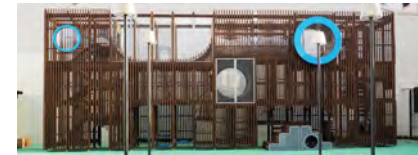
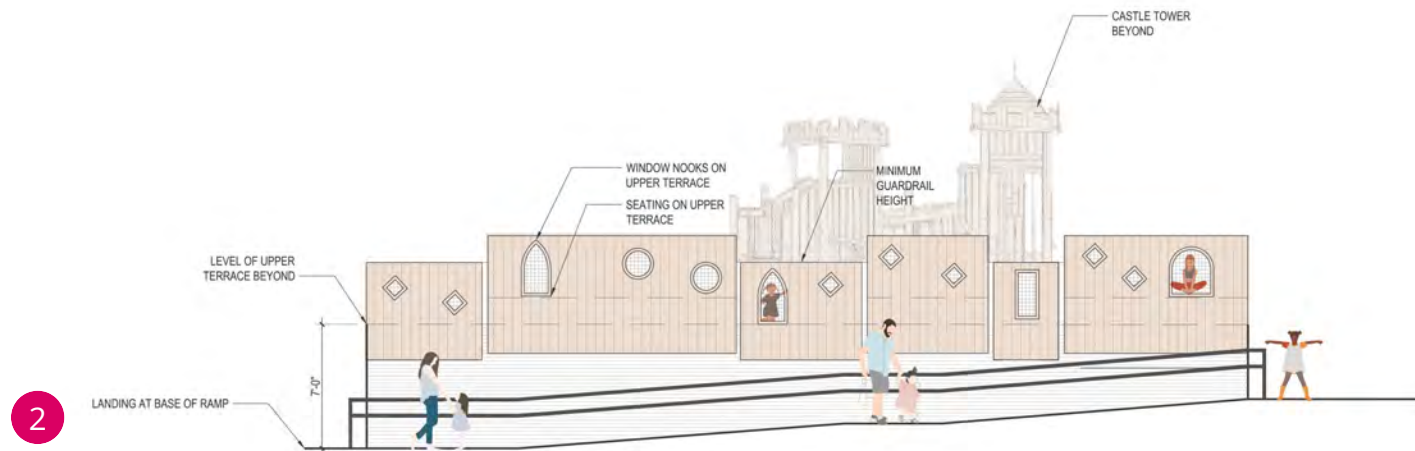
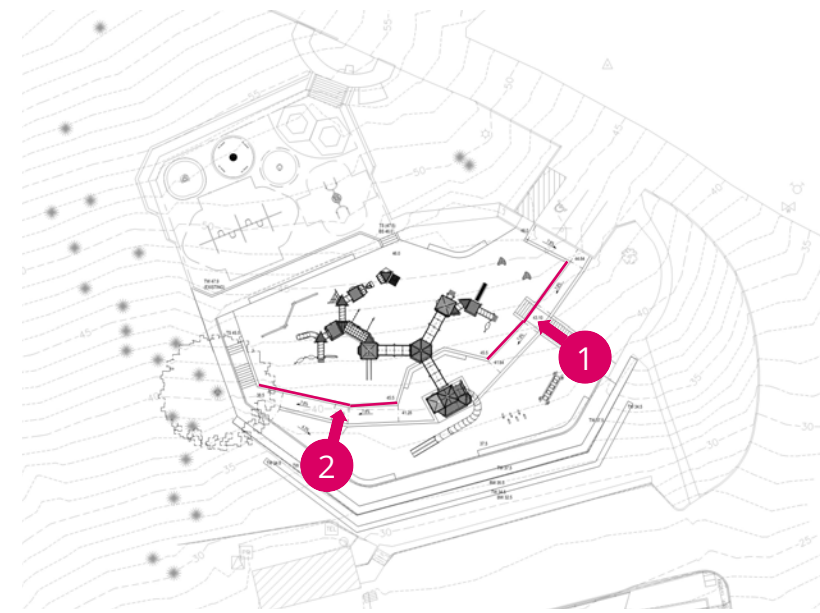
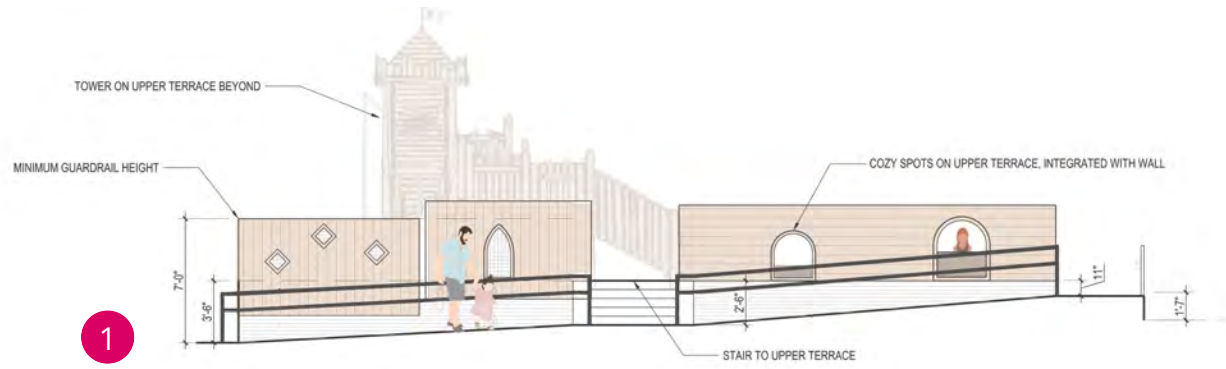
**WOOD
GUARDRAIL**

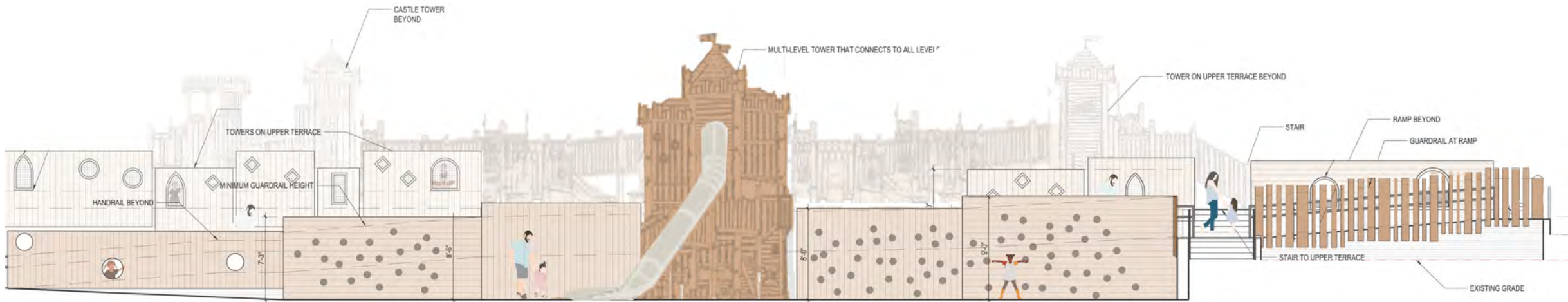
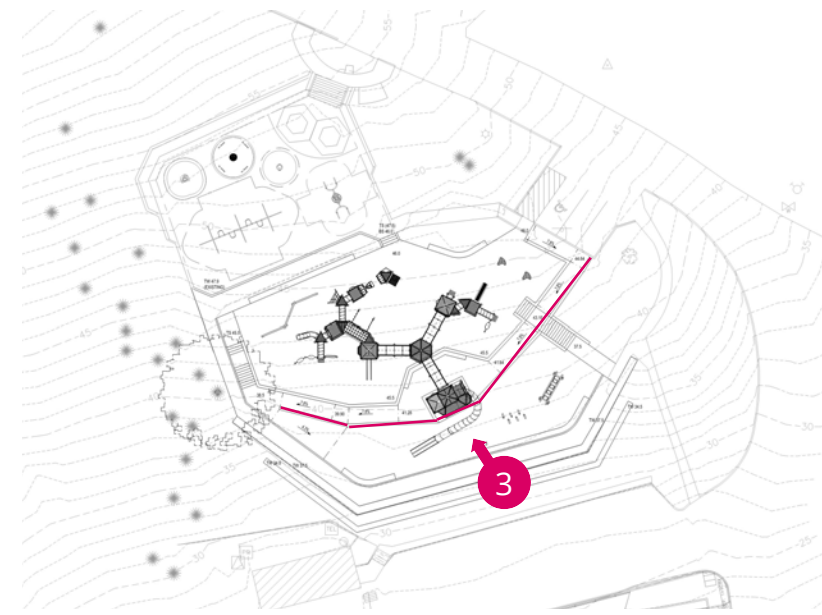
**CONCRETE WALL WITH
BOARD FORM FINISH**

**EXISTING ECO BLOCK WALL,
REMOVE RAILING AND WOOD
FACING**

**NEW ECO
BLOCK WALL**

**CONCRETE WALL WITH WOOD
GUARDRAIL AND CLADDING**





SANDCASTLE PLAY STRUCTURE

- Wood
- Seven towers and platforms connected with a variety of bridges and ramps
- Multiple slides of varying heights
- Variety of climbing nets to access towers
- Accessible transfer steps/platforms integrated into the structure





33'-6" Height

22'-6" Height
(Top of Slide)

9'-9" Height



30% Design Estimate:

Site Prep and Sitework for Terraces: \$2.3 million

Play Equipment: \$2.2 million

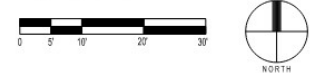
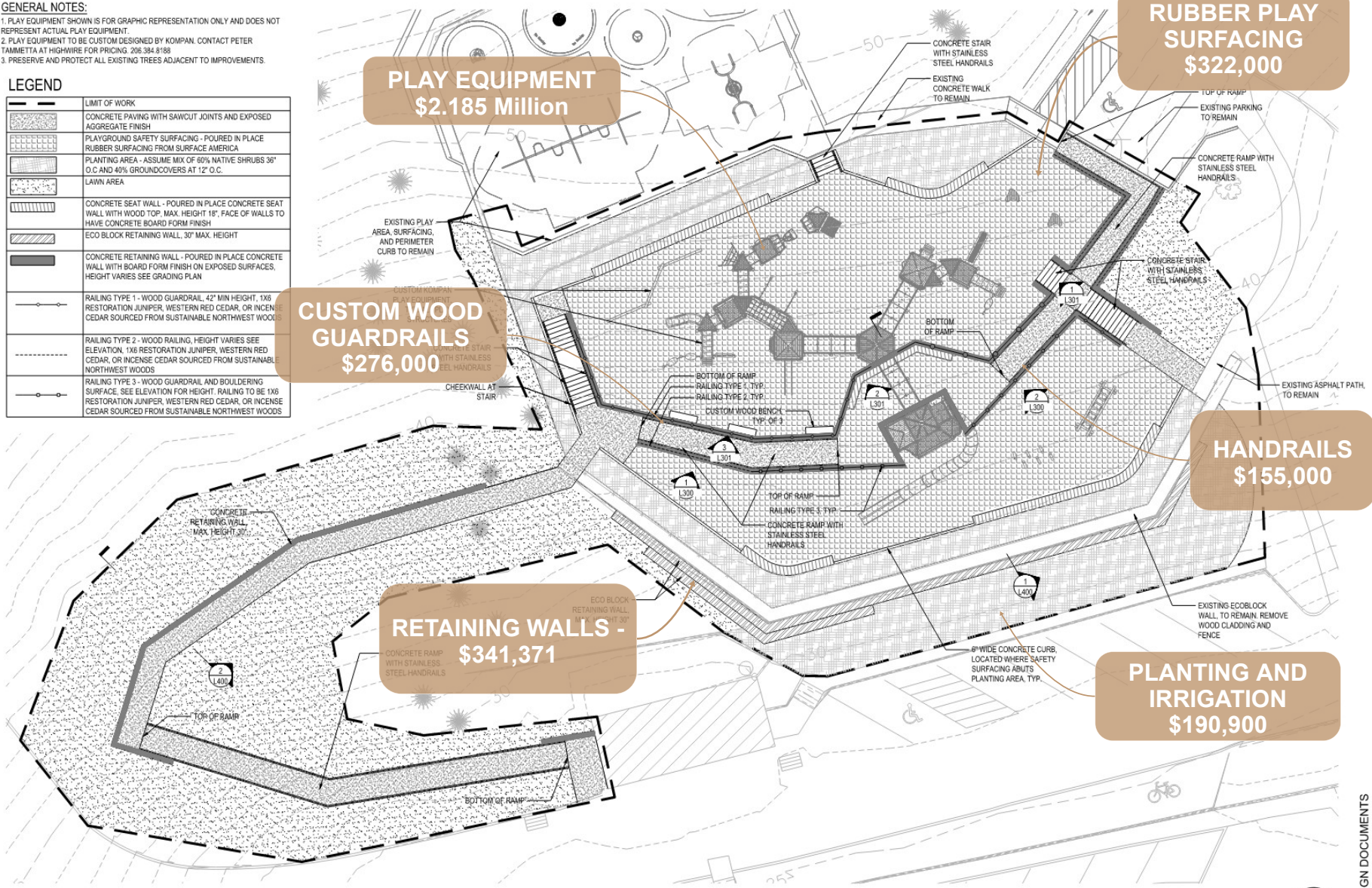
Total Estimate: \$4.5 million

GENERAL NOTES:

1. PLAY EQUIPMENT SHOWN IS FOR GRAPHIC REPRESENTATION ONLY AND DOES NOT REPRESENT ACTUAL PLAY EQUIPMENT.
2. PLAY EQUIPMENT TO BE CUSTOM DESIGNED BY KOMPAN. CONTACT PETER TAMMETTA AT HIGHWIRE FOR PRICING. 208.384.8188
3. PRESERVE AND PROTECT ALL EXISTING TREES ADJACENT TO IMPROVEMENTS.

LEGEND

Symbol	DESCRIPTION
[Dashed line]	LIMIT OF WORK
[Stippled pattern]	CONCRETE PAVING WITH SAWCUT JOINTS AND EXPOSED AGGREGATE FINISH
[Cross-hatched pattern]	PLAYGROUND SAFETY SURFACING - POURED IN PLACE RUBBER SURFACING FROM SURFACE AMERICA
[Dotted pattern]	PLANTING AREA - ASSUME MIX OF 80% NATIVE SHRUBS 36" O.C AND 40% GROUNDCOVERS AT 12" O.C.
[Blank area]	LAWN AREA
[Horizontal lines]	CONCRETE SEAT WALL - POURED IN PLACE CONCRETE SEAT WALL WITH WOOD TOP. MAX. HEIGHT 18". FACE OF WALLS TO HAVE CONCRETE BOARD FORM FINISH
[Vertical lines]	ECO BLOCK RETAINING WALL, 30" MAX. HEIGHT
[Solid grey fill]	CONCRETE RETAINING WALL - POURED IN PLACE CONCRETE WALL WITH BOARD FORM FINISH ON EXPOSED SURFACES. HEIGHT VARIES SEE GRADING PLAN
[Line with circles]	RAILING TYPE 1 - WOOD GUARDRAIL, 42" MIN HEIGHT, 1X6 RESTORATION JUNIPER, WESTERN RED CEDAR, OR INCENSE CEDAR SOURCED FROM SUSTAINABLE NORTHWEST WOODS
[Line with squares]	RAILING TYPE 2 - WOOD RAILING, HEIGHT VARIES SEE ELEVATION, 1X6 RESTORATION JUNIPER, WESTERN RED CEDAR, OR INCENSE CEDAR SOURCED FROM SUSTAINABLE NORTHWEST WOODS
[Line with triangles]	RAILING TYPE 3 - WOOD GUARDRAIL AND BOULDERING SURFACE, SEE ELEVATION FOR HEIGHT. RAILING TO BE 1X6 RESTORATION JUNIPER, WESTERN RED CEDAR, OR INCENSE CEDAR SOURCED FROM SUSTAINABLE NORTHWEST WOODS



City of Lincoln City Parks & Recreation Board Communication

Unfinished Business

Meeting Date: 11/20/2024

Department: Parks & Recreation

Secondary Dept:

Approval: Daphnee Legarza

Strategic Priority: Not Applicable

Primary Staff Contact: Jeanne Sprague

Email: jsprague@lincolncity.org

Secondary Contacts:

Estimated Time: 20 minutes

1. Board apparel – Diane Robson
2. Discussion on moving mtg to City Hall Council Chambers
3. Board description (attached)
 - a. In Jan 2025, hoping to move ahead with youth recruitment
4. Dec 11, 4pm Public Arts Committee mtg – City Hall, 3rd floor
 - a. Discussion on Phase 2 art for Schooner Creek Discovery Park
 - b. Discussion on murals in public places
 - c. Quorum: Robert, Jane, Donna, ?
5. Grant Letter template for Board (attached)
6. Batting cage update
7. Skatepark update

About the Lincoln City Parks & Recreation (LCP&R) Board

The parks and recreation board serve as an advisory body to the LCP&R Director and City Council, and represents parks and recreation users of the community. The board consists of seven regular members, as well as two (2) student members. Members are appointed by the City Council for a term of three years, with no limit on the number of consecutive terms that may be served. The one exception to this is two (2) seats on the board reserved for students from a local high school; the term for these seats is one year. Board members must be residents of the City of Lincoln City at the time of their appointment and remain residents throughout their term of service, with the exception of two members who may be residents within the urban growth boundary. The student members may be residents of Lincoln County from Depoe Bay north.

The parks and recreation board meets monthly to discuss an agenda of items relating to current and proposed parks and recreation services. These meetings are public and are usually held in the Large Meeting Room of the Community Center on the third Wednesday of the month at 2:30 pm, although the meeting day and time can be changed by mutual agreement of the Board. Monthly attendance by all board members is expected. The Executive Assistant to the Director of LCP&R serves as the board secretary, with responsibilities for recording minutes of each meeting, and for sending minutes and agendas to all board members within the week prior to the meeting. These minutes and agendas are also posted on the City of Lincoln City website.

The main functions of the parks and recreation board are to advise the Director and City Council in the areas of policy development, budgetary matters, and long-range planning. Board members also serve as the parks and recreation ambassadors to the community at large. It is the responsibility of the Director to keep the board informed about improvements or proposed major changes in parks and recreation services. Board members should keep the Director immediately informed of citizen concerns expressed to them. The board does not enter into contracts or personnel matters.

November 1, 2024

City of Lincoln City
801 SW Highway 101
Lincoln City, OR 97367

RE: Schooner Creek Discovery Park – Phase 2

The Lincoln City Parks and Recreation Board would like to offer this letter of support for developing a park in Lincoln City, located in the Taft District.

While Lincoln City has an extensive system of park facilities and open spaces, it lacks a Community Park, public fields, public event space, playgrounds, and more. Local organizations and large family groups are challenged to find a facility that has the capacity and infrastructure to support a large gathering. The newly acquired park in Taft has the potential to fill this gap. Restrooms and parking can be addressed in the programming and conceptual phase of park design. This is an opportunity to respond to an identified community need.

The following represents our thoughts for generally supporting the Schooner Creek Discovery Park project.

- This area in our community has no (developed) park and no venue to host special events, concerts, tournaments, etc. This Phase 2 of funding will construct the special event stage, along with concession and lawn areas. This will tie the Park together and often ample opportunities to the public to recreate outdoors.

The adage of "if you build it, they will come" aptly applies here. There are very limited alternatives in our community for these types of events. If we were to have these types of facilities it would only encourage more people being outdoors and hopefully more community sponsored activities. The benefits for our community are endless and the Lincoln City Parks & Recreation Board fully supports the development of this new Community Park.

The Lincoln City Parks and Recreation Advisory Board fully supports the development of this new Community Park with construction of Phase 2 immediately.

Regards,

Jane Mulholland
LCP&R Board Chair

City of Lincoln City Parks & Recreation Board Communication

New Business

Meeting Date: 11/20/2024

Department: Parks & Recreation

Secondary Dept:

Approval: Daphnee Legarza

Strategic Priority: Not Applicable

Primary Staff Contact: Jeanne Sprague

Email: jsprague@lincolncity.org

Secondary Contacts:

Estimated Time: 10 minutes

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1. SCDP Phase 1 – ribbon cutting ceremony date – discussion of event.
 2. Diane Robson has added 2025 Board meetings and some special events to Board member Outlook calendars.