



Parks and Recreation Committee
Agenda

March 21, 2024

6:00 p.m. Public Meeting

Hybrid Meeting in Person and Via Zoom
Phoenix Plaza Civic Center 220 N. Main St./Via Zoom

*A complete agenda packet is available on the city's website. This meeting is being conducted in person and virtually to allow for public participation. A recording of the meeting in its entirety will be posted to www.phoenixoregon.gov. To comment on agenda items, please write your name on the sign-in sheet and include the item number, if attending via Zoom raise your hand when the topic is discussed by Committee. **If you need special accommodations, please give the City Recorder 72-hours prior notice.***

Please click the link below to join the webinar:

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1. Call to Order / Roll Call / Confirmation of a Quorum

2. Approval of Minutes: February 15, 2024 (pg. 3)

3. Public Comments

This item is for persons wanting to present information or raise an issue, not on the agenda. Each person shall be limited to three minutes and may not allocate their time to others unless authorized by the Presiding Officer. To comment, please write your name on the sign-in sheet. When your name is called, step forward to the podium and state your name and address for the record. If attending virtually, please raise your hand and wait to be allowed to speak. When your name is called, please unmute yourself and state your name and address for the record. (In accordance with state law, a recording of the meeting will be available at city hall, but only your name will be included in the meeting minutes). While the Committee or staff may briefly respond to your statement or question, the law does not permit action on, or extended discussion of, any item not on the agenda except under special circumstances.

4. City Councilor Liaison Report

5. Old Business

- a. Easter Egg Hunt Update (pg. 5)
- b. Pickleball Update
- c. New Events Update

6. New Business

7. Member Comments

8. Adjournment – Next meeting April 18, 2024

**City of Phoenix, Oregon
Parks and Recreation Committee
Minutes of February 15, 2024 Meeting**

Public Meeting Hybrid Meeting in Person and Via Zoom
Phoenix Plaza Civic Center 220 N. Main St./Via Zoom

1. CALL TO ORDER / ROLL CALL / CONFIRMATION OF A QUORUM

Chair: Mark Peterson, called the meeting to order at 6:00pm.

Present: Mark Peterson, Chair; Nancy Peterson, Vice-Chair; Rosa Van Gordon, Secretary; Melissa Schneyder, Member; Krista Peterson, City Counsel Liaison; Bonnie Pickett, City Recorder/Executive Assistant; Chris Stephenson, Public Works Superintendent.

2. APPROVAL OF MINUTES: January 18th, 2024

Rosa made a motion to accept minutes, Mark 2nd. Motion passed unanimously.

3. PUBLIC COMMENTS

No public comments

4. City Counselor Liaison Report

- a. Krista saw the Newswatch 12 video on the Pickleball court and forwarded it to the Mayor, who is very excited about the new courts. No other updates.

5. OLD BUSINESS

a. Easter

- i. The annual City of Phoenix Parks and Recreation Easter event will be held on March 30th, 2024, 10am at the Phoenix Elementary School. Rosa confirmed the Fire District 5 will be there at 9:45am, and is waiting to hear back from the City of Phoenix Police Department. Flyers are needing approval from the school district, Bonnie and Nancy are in charge of distributing the flyers once approved. Mark asked that the Easter event be advertised on the Parks and Recreation page within the City of Phoenix website. Mark will coordinate the reader board. Bonnie will be purchasing 2000 stuffed eggs, Teddy Grahams, and candy to stuff the remaining eggs in inventory. Melissa is going to assemble the pinwheels and will purchase the pencils, stamps, thank you cards, stickers, table cloth and markers for the craft table. Melissa will also be our Easter Bunny, Rosa will be Melissa's helper. Rosa will be sending an email to Chris with a list of the things we are needing from him: Advertising at Blue Heron and Colver park, cones/caution tape, chair for photo booth, and PA system. For this event, six volunteers will be needed, Rosa will connect with the local Girl

Scout Chapter, Nancy will connect with Breeze. The Cleanup crew will be the Parks and Rec Committee.

b. Pickleball

- i. Chris thinks re-sealing of the courts will be done by March, after the court has been sealed, Mark stated that SOPA will provide a person who can stripe the court. Mark stated that SOPA would like to have a grand opening. Mark purchased a Rigor box for the nets on craigslist and Chris stated he can help with a welded "pickleball nets" sign for the box. Krista mentioned that she has a big pair of scissors for a grand opening event. Mark stated that the hours for pickleball play will be 8am-dusk.

6. NEW BUSINESS

a. Movies in the Park:

- Rosa has no other information to add, waiting to hear back from Artisan Markets and Pheasant Fields. Bonnie is working with the City to put on Movies in the Park.

7. MEMBER COMMENTS

- a. Rosa is excited about the secretary position and pickleball!
- b. Nancy is excited about bulbs coming up out of the ground!
- c. Melissa is excited about bulbs coming up, interested in learning pickleball!
- d. Mark is looking forward to the Easter egg hunt event!

8. ADJOURNMENT

NEXT MEETING March 21st, 2024

Respectfully submitted,

Rosa Van Gordon, Secretary

PARKS -- EASTER EGG HUNT, MARCH 30, 2024

10:00 a.m. at Phoenix Elementary School

Draft To-Do List

Done	Checklist Ideas	Action/Person
√	Set day & time: Mar 30, 2024 at 10:00 at PES	Committee & Bonnie
	Confirm Ph Police participation	Rosa
	Confirm Fire District 5 participation	Rosa
	Council Invited	Krista
	Reader Boards requested	
	Bunny costume - all set?	
	Flyers made, translated, approved by School District office	Nancy & Bonnie
	Flyers printed	Bonnie
	Flyers to PES, OHES by March 4	
	Flyers to Ph preschools	
	Flyers – posted in town	
	Purchase candy for 850 empty eggs	
	Fill eggs with candy	Mark
	Need more eggs	
	Purchase ducks (& plushies?)	
	Purchase pinwheels & assemble	Melissa will assemble
	Paper bag craft (Bags, markers, stickers). Is a sign for "Craft area" needed?	
	Basket with pencils (& candy?) for Easter Bunny	
	PA system	
	Cones & caution tape for dividing field	
	Picture area – Backdrop and Chair	
	Signs for age groups for both sides of field (have 2 each: Under 2; 2-3, 4-5, 6-8, 9-11)	
	Volunteers signed up	Breeze at PHS is alerted
	Greeters	
	Helpers with extra eggs & candy to use after the scramble on the field to make sure no child leaves empty-handed	
	Clean up crew	
	Thank yous & acknowledgements	