

# Palo City Park & Rec Agenda

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October 9th, 2024 at 6:00 PM  
City Council Chambers  
2800 Hollenbeck Road

Welcome

**Called to order:** 1801

**Members present:** Clark, Morgan, Ben, Amanda

1. **Approval of the September Minutes**

A. Motion to approve: Morgan, Second: Ben

2. **Updates from City Council Meeting**

A. Clark received permission to order the materials for the Clymer Park Pavilion and plans to have completed by the end of the year.

3. **Updates from West Linn Meeting**

A. P&R is registered for a table for Trunk Or Treat event. Amanda will set this up. All are welcome to help staff this. Clark will get candy. Amanda has purchased P&R stickers. Will plan to advertise for open gym, t-ball, and holiday art classes.

4. **Updates from Shellsburg Meeting**

A. Discussion: Amanda and Clark met with Kelsey Fish from Shellsburg P&R. They have 5 team members who have very specific roles- Communication, Ordering/Registration, Budget, Grants, Concessions, etc. The members take turns running the open gyms. Her advice was to start with 3–4-year-old t-ball, then expand program. Recommended getting a \$5,000 loan from city council to put towards developing these programs with a plan to repay money over a 5-year term. Discussed advertising for t-ball starting now, online registration starting February-March and ending April 1<sup>st</sup>, with a start date of May 1<sup>st</sup>-ish. Plan for practice once per week (4 total) during the month of May and then 4 games total- once per week in the month of June. Also recommended having one t-shirt for all ages, so that they don't have to purchase a new shirt every year. Ben will ask Adam Vincent what he would charge to print these shirts for the kids. Clark will find an old "Palo Panthers" design for the shirts with purple and black as the colors. Also discussed selling banners for local businesses/families to purchase and hang along the outfield fence as a fundraiser for t-ball/ball in general. Clark will contact a company to find out how much these banners cost. Would like to put out a Microsoft Forms survey to the community to determine what night works best for t-ball- likely Sunday, Monday, Tuesday evenings.

B. Motion to proceed with asking City Council for a loan to develop our t-ball league, starting with 3-4 year olds: Morgan, Second: Ben.

5. **Palo Youth Ambassador Club**

A. N/A

6. **Mural at Memorial Park**

A. Discussion: Parks and Rec does not feel like we are equipped well or given the authority to be involved in the decision to proceed with the mural or what it should look like. Requests that City Council and the "city beautification" group (Clark) be put in charge of this.

B. Motion: Morgan, Second: Ben.

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7. **Open Gym**

- A. Discussion: Youth open gym will be held every Thursday evening from 1730-1900. Will discuss further with Pete if anyone has volunteered to run this. Otherwise, would like the P&R members to each sign up for timeslots to be present and supervise the evening open gyms. For now, there will not be a designated adult open gym time.
- B. Motion to proceed with this format: Morgan, Second: Ben.

8. **Holiday Art Classes**

- A. N/A

9. **New/Old Business**

- A. Dugouts are being painted by city staff.
- B. Future meeting with Eric, City Council, P&R, West Linn, Palo Fire, etc., to discuss collaboration on activities/events. Also, looking on clear responsibilities on what Parks & Rec is responsible for.
- C. Permission received from mayor to hold our P&R meeting at Whiskey River (or wherever we'd like), instead of City Hall.

10. **Adjourn:** 1842