

4/8/2026 | 6:30 PM

**Bob Crane Community Center, Board Room
3200 Tremont Road**

- 1. Call to Order/Roll Call**
- 2. Approval of Minutes**
 - a. Approve February 11, 2026 Board Name Meeting Minutes
- 3. Unfinished Business Master Plan Process Bob Crane Community Center Update**
 - a. Master Plan Process
 - b. Bob Crane Community Center Update
- 4. New Business**
 - a. Cultural Arts
 - b. PLAY UA
 - c. Program Registration
 - d. ADA Assessment
- 5. Updates & Reports**
- 6. Board Member Comments and Setting Future Agenda Items**
- 7. Adjournment**

Wednesday, February 11, 2026
6:30 pm
Bob Crane Community Center Board Room

CALL TO ORDER

Meeting was called to order by Chair Lindsay Christ at 6:30 pm.

Members Present:

<input checked="" type="checkbox"/> Sean Cain	<input checked="" type="checkbox"/> Caroline O'Donnell (Vice Chair)
<input checked="" type="checkbox"/> Lindsey Christ (Chair)	<input checked="" type="checkbox"/> Craig Smith
<input checked="" type="checkbox"/> Ivana Lucas	<input checked="" type="checkbox"/> Allison Thomas
<input checked="" type="checkbox"/> Brian Noble	

Staff Present:

Parks & Recreation Director Debbie McLaughlin
 Parks & Recreation Deputy Director, Jeff Anderson

APPROVAL OF MEETING MINUTES

Motion to approve minutes of the Parks & Recreation Advisory Board of the Dec 10, 2025, meeting.

Motioned: Brian Noble

Second: Craig Smith

Board Discussion: none

Voting Aye: yes

Abstain: none

Motion: Passed

UNFINISHED BUSINESS

Master Plan Update

Director McLaughlin provided an update on the City Master Plan process.

- A citizen-based Steering Committee will offer a resident perspective bringing vast experiences to the process. Don Brown and Bhakti Bania are Co-Chairs of the Committee.
- There will be four subcommittees for the City Master Plan.
 - Land Use, Housing and Economic Development
 - Mobility
 - Parks and Recreation
 - Emerging Technology, Resilience and Disruption

- Don Brown will also be the Chair of the Parks and Recreations committee. Parks and Recreation advisory board Chair and Vice Chair will be on this subcommittee. The Urban Forestry Master Plan will be blended into all the committees. The Steering Committee will be established by end of March.

Older Adult Services

Deputy Director Jeff Anderson provided an update on our Older Adult Services process

- Commission on Aging ceased providing services at end of 2025.
- The city is merging the CARES services (Fire and Police) and Parks & Recreation for a collaborative approach in exploring future services.
- Lyn Kiger was hired as the Community Services Coordinator, a new full-time position to oversee our services.
- The heavy snow in late January provided an opportunity for a trial run serving our community with snow removal service. Our process allowed departments to track, communicate and help the older adults.
- Nate Hall, Social Worker with the city, began in 2025 and expanded services for the residents. He is with CARES in the Fire Department.
- Community Conversations
 - First 2/11/2026 and second 2/17/2026
 - Questions and responses were for services from City, transportation and more
 - Working on one point of contact for everyone to get communication from
 - City is establishing a website location for all information
 - An online survey will be released this spring to gauge interest in needed services.
- Older Adults Advisory board is being created this year. Council looking to appoint 9 members, range of expertise, profession, older adults, different ideas, members in the community. Applications due April 30.
- Expanding volunteer services would be in second half of the year.

ACTION/DISCUSSION ITEMS- NEW BUSINESS

Election of officers:

Motion: Craig Smith nominated Lindsey Christ for Chairman

Seconded: Sean Cain

Motion: Lindsey Christ nominated Caroline O'Donnell for Vice Chair

Second: Ivana Lucas

Both Nominations

Board discussion: none

Voting: all Yes

Abstain: None

Passed: Passes

Capital Improvement plan – 10 Year Projection

- Northam East Athletic fields bids came in under budget

- General contractor is new vendor, but using same sub-contractors as earlier phases
- Fancyburg Park Maintenance yard bids came in over budget. Staff and architect are working on reducing the design. The building would change to a pole barn style. Plan to rebid in the spring.
- Smith Nature Park and Miller Park pedestrian bridge replacements
 - Smith would work around Golden Bear scare
- Community Center public art installation
 - March call for artist
 - Permeant structure – in lobby
- Fancyburg Park Miller Park
 - RFP for a design team at Fancyburg Park
- Northam Park
 - Flipping locations of ball fields
- Projects were reorganized to focused on a park each year
 - 2026 Northam Park
 - 2027 Fancyburg Park
 - 2028 Northwest Kiwanis Park, Mallway Park
 - 2029 Reed Road Park
 - 2030 Thompson Park
 - 2031 Northwest Kiwanis Park
- Reed Road pool
 - Getting new Pool surface finish not a full replacement this spring.
 - 2029 getting a new full replacement

Recreation Services

- Summer Camps
 - Expanded Day Camp to a 4th location for day camp
 - Lower enrollment at each location from 120 to 110
 - Change deadline for cancellation to March 1 to allow waitlist people to join
 - Additional director to help between the four locations for consistency of service
 - Field trips format modified to split camps visiting a location due to our size
 - More structured environment with a 1:10 staff/kid ratio
 - Gina Kolp, New Recreation Supervisor overseeing camps supervisor from Powell 14 years' experience
- Northam Tennis
 - 2025 memberships - 535 members
 - Revenue mostly pass sales and a few daily admissions
 - Largest expense is staffing
 - Utilizing, more time to play due to the new water underground system
 - League: added two more teams (19 Teams total)
 - New ideas for 2026

- Open earlier at 7am, Friday PM social activities, extending play for a few more weeks
 - Tennis and aquatics early bird rates through 4/15/2026
- Pickleball @ Northam
 - 250% increase in activity in the area of the courts from 2024, due to Pickleball courts
 - Drop in reservations
 - 22 programs offered and service 222 people
- **Aquatics**
 - Cool and rainy weather; in return there were low pass sales (May and June)
 - Daily passes increased
 - Pool is an Enterprise Fund and had to transfer \$300,000 from General Fund to balance operating budget
 - Full-time manager and coordinator added to financials
 - Late season swim
 - Staffing at pool an issue in the late season
 - Rain closures – if questionable weather, we try to keep one pool open
 - Swim lessons sessions
 - Registrants Outdoor: 558
 - Registrants Indoor: 723
 - Looking at different models of swim lessons for future
- New pool manager: Lea Reihls – starts March 23, 2026
- New pool update of items:
 - Passes for early bird sale end May 15,2026
 - When school in session – abbreviated swim schedule

Department Organization Chart – change in structure

- Created new Deputy Director position and promoted Jeff Anderson
 - Cultural Arts, Recreation, Park Development, Older Adult Services
- Matt Leber now oversees Operations
 - Community Center, Aquatics, Tennis, Athletic Fields
- Parks and Forestry
 - Parks, Forestry, Horticulture
- New fulltime positions
 - Special Project Coordinator, Community Center Coordinator, Parks Development Coordinator, replacement position of Turf Coordinator

36 full time positions in 2026

Director's Report

1. OSU Wayfinding reports available to everyone

AGENDA ITEM- Board Member Comments and Setting Future Agenda Items

Play UA update/ Community Center one year in review
 Hiring for Summer update
 Program registration update
 Diversity programs/family dynamics

Jodi Culture Arts programming and permanent collation

ADJOURNMENT

Motioned: Lindsay Christ

Seconded: Allison Thomas

Voting Aye: All

Abstain: none

Motion Passed

Meeting was adjourned at 8:07 pm

Chairperson

ATTEST: _____