



Performance 2021 Review & 2022 Preview

Recreation Supervisor, Events & Luscher Farm

last performance review/preview was Jan. 2021. responsibilities fall into four categories as Events and Luscher Farm Supervisor. works with CMO in two areas, City-wide community events and City-wide communications and works within the Department in communications and special initiatives and projects and in Recreation program areas, Events and Luscher Farm.

2021 Accomplishments

CITY

- worked with City's Communication team to promote several initiatives, divisional activities, parks announcements, hiring recruitments, virtual and in-person community engagement opportunities, and worked as a liaison for the Department with the Communications Team. participated in first Communications Team Retreat, which focused on goal setting for the group. In addition, role on the communications team included some emergency response communications—in particular with covid and the snow/ice storms in February of 2021.
- worked with Fire & Police to develop communications to commemorate February's American Heart month in lieu of traditional Survivor Breakfast due to COVID-19 in 2021.
- accepted the role as leader for the Youth Leadership Council in partnership with the CMO rep. to organize the program for youth to learn about government. worked to build curriculum, new group focus and by-laws, and will lead to a field trip to Washington DC.
- Events team worked with the Library and Respond to Racism for the Juneteenth event at Millennium Plaza Park. Program included keynote speaker Antoinette Edwards (former Director of Portland Youth Violence Prevention), remarks from Respond to Racism co-founder, Willie Poinsette and performances from Randal Wyatt, Conscious Ave, Julianne Johnson-Weiss, and Alex Addy. Mayor Buck and Councilor Mboup also shared remarks.
- Events team worked with LO for Love and Councilor Nguyen to present the Asian American Pacific Islander Heritage Month celebration at Millennium Plaza Park on Sunday, May 23. Festivities included a reading of the AAPI month City proclamation, remarks from Councilor Nguyen and performances from Heart Strings Mandarin, Hula Hulua, and White Lotus Dragon & Lion Dance Troupe.
- Worked with Communication team on messaging concept for City Reopening event, which will be titled "LOtogether". Event includes an evening event to reflect, honor and thank on October 8th & celebration of community's vibrancy on October 9th. It was later determined that City should not host this event.
- Events team assisted Fire & Police Departments with their presentation honoring the 20th anniversary of the September 11th attacks. filmed the display, and commemorated on social. During the presentation, the American flag, the only flag authorized to fly on a fire engine, was raised and lowered to half-mast at 5:45 am to commemorate the striking of the first tower of the World Trade Center. It was again raised and lowered at 6:03 am to commemorate the striking of the second tower of the World Trade Center. A 21-bell salute was also performed in memory of the fallen.

- Served on the Chamber Strategic Plan development committee.
- [REDACTED] oversaw and coordinated the second annual #LetItGlowLO campaign, which ran Dec. 1-31. The City shares some of the photos on social and participants are automatically entered into the weekly drawing to win a \$100 gift card to a Lake Oswego business of their choice.

DEPARTMENT

- The Homeland Security Grant application for the purchase of removable lift-out bollards for Millennium Plaza Park was finalized and submitted. Although it was not approved, it serves as text for another opportunity for future grant use.
- LOPR partnered with LOSD to provide some limited summer enrichment programs as part of a grant awarded to the district. LOPR will be providing 4 weeks of the Rec Academy Summer Camp that coincides with LOSD summer school.
- [REDACTED] has taken on Parks & Recreation Incident Weather website updates, which coincide with City social media and other neighborhood social media platforms
- [REDACTED] took the lead and organized and coordinated with Rec Divisions to completed Grant Report for 2021 COVID-19 Camp Grant of \$ 10,000.
- Re-elected Treasurer for Oregon Recreation & Parks Association to serve through October of 2023.

EVENTS

- [REDACTED] led her Events team to develop a new small-scale Lake Grove Farmers' Market to take place on Hallmark Drive on Sundays from 1-5pm from March 7-April 25. A presenting sponsorship agreement was signed with Mercato Grove. Worked with Lake Grove Business Association and Mayor's office to ensure market was successful and supported by the community. Hoping it will continue with some tweaks in fall of 2022
- [REDACTED] ensured the Lake Oswego Farmers' Market reopening was successful, following all OHA guidance, preparation included vendor jury and selection, licensing, insurance requirements, promotion, staffing, logistics and safety planning. Attendance has averaged nearly 5,000 per week Patrons were delighted with the return of music (solos & duos) on the middle stage and the return of hot food consumption in the designated eating area. [REDACTED] and team slowly rolled out additional features, including a larger footprint, return of music to the main stage, return of market information and kids' corner, etc.
- Volunteers were reconnected and engaged and the team hosted their annual Volunteer Appreciation event at Luscher Farm on September 28.
- Summer Events plans changed to include new types of activities for safety, Picnic in the Park (a lottery ticket experience), Flicks at the Farm, a Drive-in Concert, Bark in the Park, Petals & Punch. [REDACTED] and team worked with Sterling Talent, Parks team, [REDACTED] with promotional materials, Police and Fire Dept's to meet traffic and fire safety requirements.
- Picnic in the Park Concert series included local restaurant and caterer selection included: CP Taqueria, Chuckie Pies, LV Bistro, Sabrozon, Celebrate Catering, Wraps by Souper Natural.
- Developed planned implemented two traditional summer concerts, hosted on July 21 (Foothills Park) and August 25 (Westlake Park). Worked with talent agent to book band (Dancehall Days and Stone in Love), secured sound engineering, worked to develop sponsorship package, secured food vendors, completed application for VMS sign and all the logistics for traditional community concerts. This was completed in less than two weeks!!!
- [REDACTED] to redo liability waiver for Barnyard Bolt, which allowed younger participants with a family-focused ages 5+ adventure running event.
- [REDACTED] oversaw Fall Event programs including Barks in the Park, Lake Grove Harvest Market (1 day event), Lake Oswego Reunion Market including wagon rides, Monster Mash Drive-Thru Spooktacular, Veterans Day Celebration, Tree Lighting, and Tinseltown Trolley events.

LUSCHER

- [REDACTED] oversees programs and interior facilities at Luscher Farm. [REDACTED] is the representative for the Department with CSA and Friends of Luscher Farm and Friends of Rogerson Clematis Garden. [REDACTED] worked on the Luscher Farm Task Force to ensure potential improvements at Luscher in planning and programming.
- [REDACTED] oversaw Luscher Programs and activities: Virtual classes & orientations, redesigned in-person presentations, work parties, Plot Review process, Adopt-A-Plot, Hired fulltime position for program coordinator, summer camp counselors and summer staff training. Field Trips, Zombie Garden Days, Gingerbread House Workshop, Food labs, cooking activities for kids and families, Scarecrows in the Gardens, Birthday Parties
- [REDACTED] coordinated with [REDACTED] to host Youth action Council (YAC) work parties to help with Children's Garden area and clean-up
- [REDACTED] coordinated and finalized negotiations for renewal of a 3-year Community Support Agriculture contract with 47th Avenue Farms completed with 12% revenue fee for CSA shares and a newly agreed upon 1% fee for any products grown at Luscher and sold as commercial/restaurant shares.
- [REDACTED] worked with staff and TSC to create a new mural for the Children's Garden at Luscher Farm.
- [REDACTED] and Luscher Farm team worked with Lakeridge High School for a new fall season Applied Work Internship program. Seniors came for two hours 4x per week to intern and earn elective credits for six weeks
- [REDACTED] oversees the interiors of the farmhouse, bunkhouse, barn and various outbuildings. Luscher buildings are old and need continuous attention for repairs, maintenance and cleaning.
- After [REDACTED] retirement in February of 2021, [REDACTED] hired [REDACTED] as the full-time staffer in the fall of 2021. [REDACTED] position includes a reorganization—focusing her efforts on youth and adult organic education programs (including adopt-a-plot and camps). The part-time position [REDACTED] vacated now focuses on Community Garden Coordination.
- Worked with [REDACTED] to develop new partnership with Oswego Lake Watershed Council. As a result, they will be teaching a new class at the farm in the fall—soil your undies. The class is focused on soil management and nutrition. We hope to expand to additional offerings in 2022.

FOLLOW UP COMMENTS [REDACTED] 2021 goals and comments:

[REDACTED] 2021 Goals for [REDACTED] were ([REDACTED] 2022 comments **Bold**):

1. CPRP – **perhaps this year in 2022**
2. National School: NRPA Revenue Development- **maybe 2022 or 2023? Another option for 2023 is Leadership Academy through Oregon Recreation and Parks Association.**
3. Work towards presenting a workshop session on Events- **? Could use some feedback on this [REDACTED], you continue to amaze me with your willingness to take on new projects and your continuous improvement in areas of programming and facility oversight. I never have to worry about event coordination, organization and implementation whether it is Parks & Rec focused or City-Wide Community focused. It is always excellent and you are doing a spectacular job of creating synergy between Departments and Divisions. Thank you for another outstanding year of service.**

[REDACTED] 2021 Goals were ([REDACTED] 2022 comments **Bold**):

1. Session at ORPA perhaps with [REDACTED], build our experiences- ??
2. Experience of working with the Lake Grove Business Association on the Lake Grove Market pilot project, starting the market from the ground up and ensure that it's set up for success- **Completed**

3. Working on the Rec position, reinvigorate programs and work on the customer service and building relationships with the LF partners. Being more present to work with the new person in the position. **Completed**
4. Work more in the community garden program and the LOSD organic ed program **Completed**

concepts/ideas for 2022 professional growth for :

Goals aligning with Dept. Strategic Profile & Recreation Strategic Plan

- Recreation Strategic Plan A. 1. Action: Create and implement specific Division Action plan for 2022 Events and Luscher Farm Divisions
- Strategic Profile Goal 2 Assist with creation of a marketing and branding strategy tied to facilities
- Recreation Strategic Plan A.3. Assist to ensure LOPR programs and services are evaluated and updated routinely to ensure quality

2022 concepts and ideas for Professional and Division Goals:

Events:

- Focus on cultural events that promote equity and inclusion:
 - MLK Celebration with LO for Love and Respond to Racism
 - Juneteenth Celebration with Respond to Racism
 - Cultural half-day celebration on a Sunday in September featuring music, performance, food and artist & nonprofit vendors.
 - Decrease Sunday Moonlight & Music concerts from 8 to 4 to allow for greater focus on cultural events.
- Bring back the Lake Grove Farmers' Market in the fall of 2022.
 - Planning code amendment change in Market hours (11am-3pm).
 - Expansion of programs like music and Farm Fresh Kids to make the event feel more like an "experience".
 - Expansion of footprint due to previous covid restrictions.
- Host July 4th Laser Light Show & Concert
- Tree Lighting Festival
 - Move Tree Lighting event to solely Millennium Plaza Park and expand "festival feeling" with vendors, music, etc.
- Continue to build relationships/support local businesses through a "Dessert Week" or "Dessert Month" in April.

Luscher:

- Hire/train new Garden Coordinator
 - This includes continuing to try to build relationships with community gardeners through new gardener orientation, work party participation, etc.
 - Consider additional community garden "team building" events such as meet n' greet or summer party.
 - Introduce additional weekday AM work parties
- Expand sustainability & environmental program offerings through partnerships
 - Underground soil class in the fall with Oswego Lake Watershed?
 - Mason Bee classes with .

- Work with FOLF to fund one of three Luscher projects (pending Director approval): Outdoor kitchen, outdoor structure or new greenhouse.