



PARKS AND RECREATION COMMISSION

Monday, February 07, 2022 at 4:00 PM

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES

TOPICS FROM THE FLOOR: From attendees not otherwise of the agenda

STAFF REPORT

COUNCILOR'S REPORT

NEW BUSINESS

1. Re-elect Chair and Vice Chair

OLD BUSINESS

DISCUSSION ITEMS

2. Field rentals and trade time for work
3. Talk about how to post an area that is fragile and trying to be restored

ADJOURNMENT

Zoom Information:

Topic: Parks & Trails Commission

Time: Feb 7, 2022 04:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

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PARKS AND TRAILS COMMISSION

Monday, January 10, 2022 at 4:00 PM

MINUTES

PRESENT

Chair Carmin Dunn
 Commissioner Jerry Belcher
 Commissioner Lynne Pettit
 Commissioner Paul Barlow
 Commissioner Howard Blumenthal
 Commissioner Brandon Sundeen
 Commissioner Dana Lathrope

STAFF PRESENT

Councilman Doug Morton
 Shanna Duggan, Parks and Rec Manager
 Sheri Ingram, Public Works Office Assistant
 Erin Bird, Parks and Recreation Admin
 Matt Brown, Finance Director

ABSENT

Vice Chair John Brewington
 Commissioner Jacob Woodruff

OTHERS PRESENT

Emily Martin

CALL TO ORDER- 4:01 p.m.

1. Welcome Commissioner Dana Lathrope

Dunn said welcome Dana Lathrope, Lathrope is not present yet due to technical difficulties.

APPROVAL OF MINUTES

2. Approve Minutes of 12/13/2021

Motion made by Commissioner Blumenthal, Seconded by Commissioner Belcher. To approve minutes of December 13, 2021

Voting Yea: Chair Dunn, Commissioner Barlow, Commissioner Belcher, Commissioner Blumenthal, Commissioner Lathrope, Commissioner Pettit, Commissioner Sundeen.

TOPICS FROM THE FLOOR: From attendees not otherwise of the agenda

Martin said last Wednesday they successfully installed the last plants at Nob Hill Park, other than regular maintenance during Spring and Summer this project is wrapped up. Martin said there is a possible small grant project starting with a landowner who is adjacent to the project site.

PARKS & REC MANAGER'S REPORT

Duggan said:

- There have been many upticks in COVID and contact tracing.
- McCormick Park trails are flooded currently and be cautious. Once the water goes away, they can look at trees and see how many are down and need looked after.
- The zipline is fixed, there are some issues with drainage at the playground.
- The surfacing is completed at the sports park at Campbell Park, Duggan said she sees it being used over the weekend.
- Basketball season started, there are 110 participants, we are doing 3rd-6th grade teams due to the lack of gym space with remodels at the High School.
- There are a lot of Grant Opportunities coming up.
- Trail opportunities for the Masterplan. There is an in-depth trail-system plan in the City of Portland. Duggan urges everyone to take a look and become involved in what is going into the Masterplan
- In the last 60 days there have been over 522 registrations, the revenue brought in is about 20,000 dollars in the last 60 days. The money goes towards buying local for supplies, staff, and youth programs. It is thriving and doing well, they will see how this COVID uptick goes and they are following along with the schools when it comes to closures. They limit how many participants are at programs, mask wearing and cleaning.
- Interviews are the Parks Utility 1 position, there were 34 applicants, they took top five.
- Looking towards the summer, start thinking of work parties and such. Art in the park will be happening. Blumenthal asked what type of program it is and Duggan said it is in the works. Blumenthal asked if it'll be a couple days and be like a bizarre setting with booths and Duggan said that is what she is looking for, but keeping it hands on. Lathrope said she had an annual showing that lasted 3 days over a weekend in another town smaller than St. Helens and it had arts and music from locals, it resembled a Saturday market and but focused on local only.

COUNCILOR'S REPORT

Morten asked if Duggan presented standards that the trails need to follow, and Duggan said she made a presentation regarding standards they want the trails to follow and how she discussed with the group about the trail standards in the City of Portland. Duggan said she'll send a link to all. She said it is going to include the trails from all the parks around, it is on the RFQ then soon RFP. Belcher requested more information on what an RPQ is. Duggan explained an RFQ is a request of qualifications, the RFP is the submit of permanent proposals, she said it dials in on what is good and what needs attention. Morten asked if everyone has the RFQ documents, about 60 pages, Duggan will send it out. Morten mentioned how the Spirit of Halloweentown made three quarters of a million dollars for Tourism, this is after expenses were paid. The event director reported to the council with this information, she oversees this money, the Tourism spends it where it needs it, he said that Nob Hill made a fraction of the money. The money can stay in Tourism, Morten says that trails is a big part of that, he did a search on the design and function of trails because it will be a huge part of it, they will happen quick and for the it'd be important for the Master Plan. There will be involvement in the trail that goes South on the waterfront, in front of the paper mill and down towards Milton Creek and in McCormick Park, Morten says he hopes for this to be put into the Masterplan. He looked in the Masterplan and there are some put in by Dimsho some sections of that trail on the riverfront. Morten said it is timely with the riverfront. Things are coming along with Campbell Park and Duggan reports it well and should be timely now. Morten felt there were a lot of missing pieces before and he is thankful for Duggan being there to give report and him as well. Morten assured this will be more helpful.

Barlow asked where her office is located, Duggan said she is at the 2625 Gable Rd location but is able to meet at other locations. Belcher asked when the new person is hired, where will they be when they come in, Duggan said they are entry position and as for looking for a supervisory on the parks side, she is looking to see if they need.

NEW BUSINESS

3. **Columbia View Park Expansion**

Dimsho is sharing a rendering on zoom. Dimsho introduced the Riverfront Site Plan, she said there was an open house where this was presented to the public, you can also check online for more info. Dimsho said this will be presented at the next council meeting, they will recommend an expansion of .6 acres, it will go before the planning commission meeting in the February 8th meeting. Dimsho is hoping to get a motion to move forward with the plan. Dimsho mentioned in the 2015 Masterplan, expansion of property. Riverwalk access and stage and increase capacity, Dimsho is focusing on just the expansion of the park. This design is at 30% level. This will get more consistent as it comes along. The new stage will be shifted back from the gazebo with a permanent dance floor and some seating made from concrete. The stage, there are renderings online, its only 30% complete. it will have a moveable back, it will remain unconstructed when not in use. it will be like a barn door. Dimsho continued further south, the park will be expanded closer to the river. there will be grading. There will be concrete walls put in, there will be a mountain viewpoint. There will be an opportunity for signage and more. There is storm water drainage, a landscaped area and a street expansion. it will be similar to Seaside, Oregon where it turns you around to the street. There is enough space to unload and travel by. There will be an ADA accessible area and that is the only area where ADA accessibility is. Dimsho mentioned a berm at the park, the berm is a few feet and will add some elevation to the park, a fun play area for kids. This will get recommendation at the next council meeting. The money will be spent appropriately through the amount of acreage and adds to the urban plaza acreage.

Dimsho asked for questions: Dunn asked about the money being used in the roundabout, will it go into parks or road structure, parks are used only for parks and the street will not be included in that. Dunn also asked how many feet the expansion will be, about 150 ft. Blumenthal asked about the roundabout, it is a very good idea, Dimsho said it will be quite accessible, she related with McCormick and said it has a small street system in it. Blumenthal asked will it be able to be used with vendors and Dimsho said there will be a designated spot used just for that. Belcher asked about Godfrey needed different play equipment, and Dimsho said there was some design but then it went away, Belcher mentioned his concern of this being forgotten like Godfrey. Dimsho said it depends on capacity. Dunn said what happened with Godfrey was the changes of staffing and turnover it kind of didn't happen.

Motion made by Commissioner Blumenthal and seconded by Commissioner Pettit to recommend expansion of Columbia View Park.

Voting Yea: Chair Dunn, Commissioner Barlow, Commissioner Belcher, Commissioner Blumenthal, Commissioner Lathrope, Commissioner Pettit, Commissioner Sundeen.

4. **Tourism Impact and Funding Allocations**

Dunn explained that there is 3/4 of a million dollars to tourism, make a recommendation to city council to bring some of the funds to parks, parks like Columbia View Park, Nob Hill Park and just trails in general. Belcher said the money from tourism, from Spirit of Halloweentown, that money was spent and deemed necessary. It must be specifically revenue, if the city has discretion to spend it on the parks from Spirit of Halloweentown money. Duggan said if things are being impacted by Tourism, it can be used to replenish those types of things. Morten said that the money for Tourism stays in Tourism, it is up to the Tourism Director make the call to take the money to other places. The Tourism has been an ongoing situation. There are many different things that have been suggested by Council, Morten said it is complicated and when the budget meeting gets unveiled, he will have more answers. Dunn asked about Nob Hill getting money, Morten said Curry has already mentioned a better way to facilitate next year, Morten said we need to hear what's in mind. Morten said for an example; Curry wants to do the sandcastle challenge, Curry wants to make it bigger and buy a ferry, she wants people to easily get there from around town and to purchase a tram, she sees a future in Tourism. Morten said that Curry has turned the town around with tourism. Morten said he does not know how to go about requesting money. Dunn asked the best path to take is to request through City Council to set forth a process. Morten said its going to get ironed out. How will the Tourism money be utilized. Curry can rationalize money that goes into Nob Hill, then it will be utilized by Tourism. Dunn said that they need to make a motion to city council. Morten agrees and says it will be appropriate. Belcher said from a conversation he had with Brown, if the ticket sales go towards Nob Hill Park than you can see it as a direct payment. Brown said that the spending of the tourism funds is up to the Tourism Director, the Council can think of a policy, recommend a policy, if parks are used for events, then they should receive some of the funds. Dunn asked about a contract is getting rewritten towards Tourism. Will there be more direction? Brown said that question is best towards Morten and Walsh. Belcher said when parks are being directly used by tourism, then a portion of the money should go towards the park's improvements. Lathrope, say funds used towards 13 nights, however the revenue comes from vendor fees, does some of the revenue come from the vendors? Is that space in front of the courthouse is owned by county? Morten said in the permit system, there could be some verbiage, if Tourism wants to use a park, how much money being used in the permit. Morten reminded this is new, the paper mill when away and now what. Tourism is a clean industry. It is going to revitalize the economy here. Morten said that there is a lot to be done, and parks is in the middle. Brown mentioned about revenue, The Spirit of Halloween town is special but keep in mind there are many different events that don't many money such as 13 nights, this is done because The Spirit of Halloween town makes plenty of money to get through the other events. Fees an permits, there are usually costs but are waived. Duggan said she wants some kind of funding towards the parks when used during Tourism events, like toilet paper, garbage and such. Look into the impacts towards the parks, making sure there's enough supplies. Dunn said just general improvements, if its an annual event then maybe making improvements towards the park being used for the event make it benefit. with the parks and recreation masterplan there will be this type thing brought up. Blumenthal asked if there will be surprises again, having an event without input from others. Blumenthal mentioned he is re-graveling Nob Hill Park. Blumenthal thinks this should have happened within a month after The Spirit if Halloweentown. Dunn said this is something we want to try and get ahead of for next time. How can we get to the support and funding towards the next event. ettit agrees with the wording to develop the proposal. Lathrope asked about estimating.

Motion: Motion made by Commissioner Lathrope and seconded by Chair Dunn to recommend to Council that when tourism uses a city park when it is charged for, then a portion of proceeds should go towards park improvements towards that park.

Voting Yea: Chair Dunn, Commissioner Barlow, Commissioner Belcher, Commissioner Lathrope, Commissioner Pettit, Commissioner Sundeen Voting Nay: Commissioner Blumenthal

5. Dalton Lake Report-Lynne Pettit

Pettit said cities offer a great challenge to sustain species, it is a great opportunity to preserve nature. Walnut tree park is doing great there is no damage and the library is getting lots of books. Dalton Lake is it doing well, there is a lot of seeding. May will be a work party, there was a donation of \$460. In October the kiosk was installed, hopefully the signs will come by March 22nd, one bench, signs, kiosk, three other benches, new plant species signs with QR codes and is in the works. Dunn said with the signs and QR codes could be used in other parks it would be nice to see some consistency with all the parks. Pettit offered bringing a picture of what they have there.

DISCUSSION ITEMS

New Vice Chair/Chair

Motion: Motion made by Commissioner Belcher and Seconded by Commissioner Blumenthal to nominate Commissioner Brewington as Chair and Commissioner Pettit as Vice Chair.

Voting Yea: Chair Dunn, Commissioner Barlow, Commissioner Belcher, Commissioner Blumenthal, Commissioner Lathrope, Commissioner Pettit, Commissioner Sundeen.

Blumenthal will be first sat April work party. The bridge on nob hill is floating. Belcher said the urban trail, he counted people on the river walk, 20 people. The urban trail will connect the trails and you can see sand island. The urban trail will bring people to town, Belcher have walked many trails and this needs to get to the Master Plan. They need a barrier along the trail, Belcher said he will not let this go away, this is something that will benefit the City of St. Helens. This will bring people to the trail, he wants to give people the parks brochures. Pettit is making suggestion towards Master Plan, can use on Millard Property, make a golf course. It will protect the old oak trees. Belcher said a golf course is expensive. Pettit said to walk the property see if it can be done, or they can make a driving range. or a short course. Dunn said to bring this up with Brewington next time.

Pettit will be out of the state next meeting

Lathrope thanked everyone for walking her through this. Lathrope is going to recommend trail definition and marking for the botanical gardens and use Pettit's idea with the signs and QR code.

Dunn said that she can add that to our list, have all ideas compiled.

Belcher said every park should have a kiosk with a map of trails marked out. Get some cobblestones as found in portland and be near kiosks.

ADJOURNMENT

5:43 p.m.