



PARKS AND TRAILS COMMISSION

Monday, April 10, 2023 at 4:00 PM

HYBRID: Council Chambers & Zoom (details below)

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES

1. Approve March 13, 2023, Minutes

VISITOR COMMENTS: Limited to three (3) minutes per speaker

NEW BUSINESS

2. Annual Report to City Council – Chair Lathrope
3. Elephant Slide - Lathrope
4. Civic Pride Update - Gonzales

OLD BUSINESS

5. Grants Sub-Committee Volunteers Needed- Vice Chair Pettit
6. Columbia View Park - Jacobson

ACTION ITEMS

STAFF REPORT

COUNCILOR'S REPORT

DISCUSSION ITEMS

SUMMARIZE ACTION ITEMS

ADJOURNMENT

VIRTUAL MEETING DETAILS

Join Zoom Meeting

<https://zoom.us/j/96361403149?pwd=R2xDUWlWY2hBc0U3L0hjZkhHVUdnZz09>

Meeting ID: 963 6140 3149

Passcode: 871642

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at 503-397-6272.

Be a part of the vision and get involved...volunteer for a City Board or Commission! For more information or for an application, go to www.sthelensoregon.gov or call 503-366-8217.



PARKS AND RECREATION COMMISSION

Monday, March 13, 2023 at 4:00 PM

DRAFT MINUTES

MEMBERS PRESENT

Chair Dana Lathrope
Vice Chair Lynne Pettit
Commissioner Jerry Belcher
Commissioner Howard Blumenthal
Commissioner Jacob Woodruff
Commissioner Scott Jacobson
Commissioner Lauren Gonzales

STAFF PRESENT

Melisa Gaelrun-Maggi, Parks Administrative Assistant
Buck Tupper, Facilities Maintenance Supervisor
Brandon Sundeen, City Council
Jenny Dimsho, Community Development Project Manager

GUESTS

Doug Morten

CALL TO ORDER - 4:00pm

APPROVAL OF MINUTES

1. Approve of Minutes from February 13, 2023

Chair Lathrope corrected that in the July presentation she would be having Grey Cliffs as well as Campbell Park.

Motion made by Commissioner Blumenthal to approve with corrections, Seconded by Commissioner Jacobson.

Voting Yea: Chair Lathrope, Vice Chair Pettit, Commissioner Belcher, Commissioner Blumenthal, Commissioner Jacobson

VISITORS COMMENTS:

❖ Doug Morten

Doug came to talk about Columbia View Park. He suggested that everyone do their homework as work is beginning. He feels that the position of the new gazebo/stage will be too far away.

Belcher asked what Morten thinks of the angle of the new stage. Morten does not know about the angle, but he feels the area in front should remain intimate. Pettit asked if a sound consultant was brought in. Morten said that a musician tested their sound system and found a "hollow" spot. He said that there has been talk of grass or not and he feels that people should weigh in about that decision.

NEW BUSINESS**2. Draft Grants Subcommittee Guidelines - Jennifer Dimsho**

Dimsho talked through the report attached and mentioned that this report is in response to a request from Vice Chair Pettit. Dimsho met with Parks Supervisor Buck Tupper, City Administrator John Walsh, and City Councilor Brandon Sundeen to put together this draft. If Parks decides to move forward with this subcommittee, they will need to then have Councilor Sundeen move it forward to City Council for approval. City staff will often use consultants help when writing federal grants. State grants might be a good match for parks but the City might have other ideas for these grants. Private grants would be the best idea for a parks sub committee as they are easier to get and manage.

Belcher asked if an even easier way to get funds would be donated money. Dimsho does not think that would fall under the grant sub-committee but just general fund-raising.

Dimsho pointed out the many questions that will need to be fielded when applying for grants, such as if the grant brought forward would have the City staff capacity to manage it.

Blumenthal asked about small grants that personal receipts can get reimbursed through. Dimsho agreed that can be done, but that it would need to be talked over with the new finance director. Dimsho asked Pettit how many on the commission are interested in the sub committee. Pettit answered that this is the first time it is being brought up to the Commission.

Belcher has stated that someone told him in the past that it is not his job to get grants. He feels he should be able as a citizen to contact foundations. Dimsho thinks it is tricky and stated that it is her preference that the Commission reach out to her first.

Lathrope mentioned that Work Source has funds that may be available for a project she is working on. Dimsho thinks that sounds like fund-raising that arose naturally from a relationship.

Motion made by Vice Chair Pettit to form a Grant Subcommittee, Seconded by Commissioner Jacobson.

Voting Yea: Chair Lathrope, Vice Chair Pettit, Commissioner Belcher, Commissioner Blumenthal, Commissioner Woodruff, Commissioner Jacobson, Commissioner Gonzales

3. Columbia View Park stage - Commissioner Jacobson

Jacobson claims he was told by Tina Curry that they are rethinking the site of the stage in Columbia View Park. Dimsho says that they have re-marked the stage and dance floor and then took photos which will be rendered by the ninth. The process started with three different options, and they took many opinions into consideration before deciding on this location. The current person who does the sound for 13 Nights on the River is being consulted in the process.

Belcher asked who is making the decisions. Dimsho stated that there is a tech advisory committee as well as eight consultants made up of civil engineers, landscape architects, and other professionals. Pettit asked if they could be brought the rendering. Dimsho says that they are on a planning time crunch, and it might be better if they tune in to the Planning Commission meeting instead. Pettit asked how many people they think will attend events at the new stage and if there is enough parking for them.

Dimsho reminded them that there will be more parking with the new waterfront project that is under construction and that even our current events are overcrowded in Columbia View Park.

4. Interview Subcommittee - Chair Lathrope

Chair Lathrope expressed interest in being one of the members of the Interview Subcommittee. Blumenthal and Pettit also expressed interest.

Councilor Sundeen will bring it to City Council.

5. Municipal Code Review - Chair Lathrope

Lathrope asked for follow up after the Municipal Code was brought up at the last meeting.

Blumenthal stated that he does not like the sixteen-foot rule for dogs in parks.

Lathrope suggested that they make a motion to make a six-foot leash law in all city parks.

Blumenthal wants to make sure they also make a motion to add Heinie Heumann and Grey Cliffs as "off-leash dog parks".

Motion to change municipal code so that it is 6ft dog lease law in all City parks.

Motion to include Heinie Heumann and Grey Cliffs as off leash dog parks.

Commissioner Blumenthal made the motion, Seconded Vice Chair Pettit.

Voting Yea: Chair Lathrope, Vice Chair Pettit, Commissioner Belcher, Commissioner Blumenthal, Commissioner Woodruff, Commissioner Jacobson, Commissioner Gonzales

6. Park Field Trips - Chair Lathrope

Lathrope is inviting all Commission members to Campbell Park on April 15th at noon to look at existing structures and upcoming changes.

Tupper will meet with Lathrope before the field trip to discuss issues and then will join the field trip.

Lathrope will notify Kathy that there will be a possible quorum, but no decisions will be made.

7. Dalton Lake & Walnut Tree Park - Vice Chair Pettit

Pettit gave her power point presentation about the history and current status of Dalton Lake and Walnut Tree Park.

OLD BUSINESS

Lathrope stated that the application is in for Citizens Day in the park. She will notify Kathy about the possibility of a quorum, but no decisions will be made.

STAFF REPORT**Buck Tupper**

Parks wants to send a thank you to Tina Curry in Tourism for use of the portable toilet at Nob Hill for their work party.

Parks repaired the horseshoe pits in Godfrey Park as well as various benches for baseball season.

Stump grinding has been done at Heinie Heumann and McCormick Park as well as various locations.

PUD removed electric lines from Walnut Park and when Parks removes the box, the pole will then be removed by PUD.

Tupper is continuing to investigate the possibility of fencing for Godfrey Park as some playground equipment is quite close to the cliff. It was brought up by a concerned citizen and the City engineering department is looking into it.

The Parks Department is recovering from the winter weather. During the snow someone drove around in McCormick Park and left ruts that they are working on repairing.

Blackberry bushes were removed from around the BMX trails in McCormick Park as well as some trees that blew down in the disc golf area and were cleared away.

Pesticide training is still ongoing with Chip Buble.

There was some vandalism in McCormick Park bathrooms including graffiti and broken doors. It seems that most vandalism happens within an hour after school gets out. The doors now lock soon after school gets out to try and save money.

They are working on the various park sheds that are old and falling apart.

Tupper noticed that many of the banners on the ball fences are out of date and should come down at the end of the season as well as storage in the sheds. Parks Department need to update the forms to include removing your items after the season is over.

Batteries as well as solar panels at Sand Island bathrooms were destroyed over the weekend. Brad Hendrickson is working on getting them repaired.

Belcher stated that when they toured the bathrooms at Sand Island they were not in good condition, and he feels that it can reflect poorly on the City since it is a City Park. Tupper reminded them that Brad Hendrickson is leasing the island and the Parks crew does not do anything on the island.

Tupper needs to still meet with Blumenthal about the bench for Nob Hill when the weather gets better.

COUNCILOR'S REPORT

Brandon Sundeen

Sundeen says there is potential for the work crew to come in and help with the Japanese garden.

There is an addition of pedestals for each branch of the military coming to the Veteran's Memorial. It has been put on hold due to funding and difference of opinion on placement. It will hopefully be done by this coming Veteran's day.

DISCUSSION ITEMS

Blumenthal mentioned that April 1st will be a work party for Nob Hill. He asked Tupper for more gravel. He also asked for another 5th Street Right-of-way work party in September. Blumenthal was asked to send the paperwork to the Parks Department.

Pettit thought it would be a good idea to do a work party at McCormick Japanese Gardens on Earth Day April 22nd 9am-12pm. Parks Department will check to see if reservations are available that day.

Belcher stated that people have told them him that the Heinie Heumann dog park is too muddy, and they would like bark dust put down.

Belcher reminded everyone that there is an Urban Trail meeting on Monday in the Columbia Room.

ADJOURNMENT

6:17pm