



PARKS AND TRAILS COMMISSION

Monday, February 10, 2025 at 4:00 PM
HYBRID: Council Chambers & Zoom (details below)

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES

- [1.](#) Approve Minutes of January 13th, 2025

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

NEW BUSINESS

- [2.](#) Interview Brittney West and Nick Flory for Parks & Trails Positions
3. Friends Group for McCormick Park - Tupper

OLD BUSINESS

4. Rolls & Responsibilities - Update Bylaws - Lathrope
5. Milton Creek Reserve

STAFF REPORT

COUNCILOR'S REPORT

DISCUSSION ITEMS

ADJOURNMENT

<https://zoom.us/j/92571327561?pwd=ASQnDyiTyXqX4hb02ktoMT2Nb9FVnB.1>

Meeting ID: 925 7132 7561

Passcode: 395752

Dial by your location

- +1 253 215 8782 US (Tacoma)

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 TRAILS COMMISSION

Monday, January 13, 2025 at 4:00 PM

DRAFT MINUTES

MEMBERS PRESENT

Chair Scott Jacobson
Vice Chair Dana Lathrope
Commissioner Paul Barlow
Commissioner Jerry Belcher
Commissioner Howard Blumenthal
Commissioner Jacob Woodruff

STAFF PRESENT

Brandon Sundeen, City Councilor
Buck Tupper, Facilities Maintenance Supervisor
Sheri Ingram, Public Works Office Assistant
Lisa Scholl, Deputy City Recorder
Dawn Richardson, Admin Billing Specialist
Jamie Ford, Admin Billing Specialist

MEMBERS ABSENT

Commissioner Lynne Pettit

OTHERS

Lucas Green

CALL TO ORDER - 4:01 p.m.

APPROVAL OF MINUTES

1. Approve Minutes of December 9, 2024

Motion made by Commissioner Blumenthal, Seconded by Commissioner Belcher to approve the minutes of December 9, 2024.

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

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

NEW BUSINESS

2. Reid Herman Resignation - Ingram

Kathy Payne received an email from Herman resigning from the Parks & Trails Commission. He has accepted a position on the Planning Commission. Payne has already put out an advertisement to fill his position and it will close on January 27th.

3. Elect Chair & Vice Chair

Motion made by Commissioner Belcher, Seconded by Commissioner Woodruff to appoint Lathrope as Chair.

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

Motion made by Commissioner Woodruff, Seconded by Commissioner Belcher to appoint Blumenthal as Vice Chair.

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

4. Interview Lucas Green For Parks & Trails Position

Belcher asked what qualifications he thought he would bring and Green said he has basic skills in GIS technology and some map making. He is committed to this community and wants to make it a better place and knows about the ecology of the area.

Lathrope asked if he had familiarized himself with the Municipal Code and Bylaws and he said he read through them.

Blumenthal thinks he would be a good addition because of his background and as a younger member, will bring a new feel to the group and new ideas.

Belcher asked what his background is that he thinks will benefit the Parks & Trails and Green said giving a little more insight to the public on what is in our parks that is more educational-based. He has done a lot of volunteering. He is studying Environmental Sciences on the side. Lathrope said she was very impressed with his contributions to the discussion on the Milton Creek Project.

Motion made by Commissioner Blumenthal, Seconded by Commissioner Woodruff to recommend that Council appoint Lucas Green to the Parks & Trails Commission.

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

5. Bicycle, Bridges & Bike Lane Safety - Barlow

He had an individual slip going across the bridge on Milton Creek and it's really slick when it's wet. There are signs but he doesn't know if anything can be done to the bridge. Is there something that can be painted on the surface to make it safer?

Tupper said he would have to check with the bridge builder on what will work with the stain that is on it. There are signs on each end of bridge too. He will look into it. They will also have to put something under it so nothing goes into the creek.

Barlow said another concern is that there are more utility vaults are ending up in bike lanes in certain areas. There is one on Gable by the high school. It would be good if they were highlighted - maybe yellow paint. He doesn't know if there is a standard. Tupper said he would check with Engineering.

OLD BUSINESS

6. Milton Creek Reserve - Standing Item

Jacobson said thanks to everyone for coming to the Council meeting and they got a good result. The Council agreed to having a Reserve but it needs to be defined. He thinks Jacob Graichen is looking into it.

Motion made by Commissioner Belcher, Seconded by Vice Chair Lathrope to ask Graichen to make an overhead map of the area.

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

Jacobson talked to Katie from the Spotlight and she reached out to Crystal Farnsworth about getting an article about it in the Spotlight and he has been in contact with Elliott Levin at the Port. Maybe they should have someone from the Port zoom into the meetings.

7. Roles & Responsibilities - Update Bylaws - Lathrope

Lathrope's only point of non-clarity is the park assignments and how they operate with those and under those. She understands they are stewards of the parks but they have altered that with each person taking a stronger sense of ownership over individual parks and if that is the way they are going to operate, she thinks it's appropriate to have that language in their bylaws. As a Commission, their actions are impactful and they have responsibilities to uphold. As a Commissioner, she doesn't want to do anything that steps outside those bounds and put herself at risk so she thinks it needs to be a little but more formal. She is doing more research on Bylaws and she will come back to the next meeting either with new language or say she overthought it all and not suggest anything. She doesn't want to change what they are doing but just get clarity to protect themselves.

8. Urban Trail - Belcher

Belcher handed out a map of the proposed trail. The trail was going to go up the street by the Sewage Treatment Plant. He and Blumenthal walked the area and came to the conclusion it would be better to go up the steps. Also, they can detour on ADA trail when riverwalk is closed during Phase 2. If they could get a grant to put in a temporary asphalt trail, then ADA people could do the loop right now. There is no timeline for Phase 2 yet. Tupper said it would take a lot of effort and money to make ADA-compliant for a temp trail.

STAFF REPORT

He got the permit for 6th Street Field shed and concession stand today. Thanks to Little League and Youth Football for putting in money for this project.

They have been cleaning up debris from various sites and painting the insides of buildings.

Carolyn Skinner sent a summary of volunteer time at Nob Hill in 2024. They had 133 general hours and 34 public work party hours in the spring and 116 general hours and 30 public work party hours in the fall for a total of 335 hours.

COUNCILOR'S REPORT

Thank you for the presentation to Council and the time spent on it and all the projects they are working on. The library just updated their bylaws so this is a good time for them to look at theirs too. They have talked a lot about Milton Creek and the Urban Trail but we also have a lot of other parks too. He knows it's a big job and they are doing a great job so thank you.

DISCUSSION ITEMS

Blumenthal said they have been cutting down some of the non-native cherry trees and doing cage maintenance and trying to get rid of some of the orchard grass at Nob Hill. He is going to meet with new weed coordinator with Watershed Council at Nob Hill at the end of the month.

Lathrope was wondering if there were any work parties planned in the spring for Japanese garden. She would like to be involved with that or any other work parties. Since they are going to be in the public eye, she would like them to consider encouraging public volunteers. Belcher said he and Blumenthal discussed having a cleanup at the botanical gardens.

ADJOURNMENT - 4:58 p.m.

Respectfully submitted by Sheri Ingram, Public Works Office Assistant

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Submission information

Form: [Boards & Commissions Application - ONLINE SUBMITTAL](#) [1]
Submitted by Visitor (not verified)
Fri, 01/03/2025 - 2:44pm
174.224.92.174

I am interested in:

-
-
- Parks & Trails Commission
-
-

Applicant Name

Brittney West

Home Address

244 N 14th apt 2

City, Zip

Saint Helens, 97051

Primary Phone

5033966884

Secondary Phone

Email

wbrittney@hotmail.com

Mailing Address

244 N 14th Street Apt 2

City, Zip

Saint Helen's, OR

Do you live within the city limits of St. Helens?

Yes

If yes, how long?

34 years

Civic Activities (offices held, honors, etc.)

List names, addresses, and phone numbers of three references not related to you.

Kim Mann - st Helen's OR, 971-899-1326

Jenny Estes - Vancouver WA, 503-679-3474
Justin Hahgart- Scappoose OR, 360-606-7656

Briefly summarize educational background.

Studied at Portland Community College. Obtained certification in accelerated accounting and working on associates in business.

Present Employer Name, Phone, and Address

Equus, 500 N Columbia River Hwy, St Helen's OR.
Director of operations, Diana Nish 503-396-6971

Job Title

Career Navigator

Additional information you wish to include.

I hereby certify that the information provided above is true and accurate to the best of my knowledge. If appointed, I agree to not participate in any proceeding or action in which there may be a direct or substantial financial interest to myself, my relatives, or a business I or my relatives are associated with, including any business with which I am serving on their board or have served in the previous two years; or any business with which I am negotiating for or have an agreement or understanding concerning prospective partnership or employment. I agree to disclose any actual or potential conflict of interest at the meeting where the action is being taken.

Yes

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[Home](#) > [Boards & Commissions Application - ONLINE SUBMITTAL](#) > [Webform results](#) > Submission #49

Submission information

Form: [Boards & Commissions Application - ONLINE SUBMITTAL](#) [1]
Submitted by Visitor (not verified)
Sun, 01/26/2025 - 9:34am
172.56.153.253

I am interested in:

- Parks & Trails Commission
- Planning Commission

Applicant Name

Nick Flory

Home Address

59004 Glacier Ave

City, Zip

St Helens, 97051

Primary Phone

5745203333

Secondary Phone

5745203333

Email

nf777nd@gmail.com

Mailing Address

59004 Glacier Ave

City, Zip

St Helen's, 97051

Do you live within the city limits of St. Helens?

Yes

If yes, how long?

4 years

Civic Activities (offices held, honors, etc.)

Volunteer Firefighter, Navy Veteran

List names, addresses, and phone numbers of three references not related to you.

Bruce Layton +1 (832) 331-9897

Jen Massey- +1 (503) 396-2318

Randy Eagleston 503-396-9234

Briefly summarize educational background.

United States Navy, Professional certification in Business management and Executive leadership from the University of Notre Dame.

Present Employer Name, Phone, and Address

Schindler Elevator Corporation, 14122 NE David Circle, Portland, Oregon, 97230

Job Title

State Superintendent

Additional information you wish to include.

I like giving back to the community, my wife and I enjoy hiking and spending time at public park's recreating and going to events. She is a runner and would love to be involved with local races. I hope to see our beautiful waterfront grow and thrive!

I hereby certify that the information provided above is true and accurate to the best of my knowledge. If appointed, I agree to not participate in any proceeding or action in which there may be a direct or substantial financial interest to myself, my relatives, or a business I or my relatives are associated with, including any business with which I am serving on their board or have served in the previous two years; or any business with which I am negotiating for or have an agreement or understanding concerning prospective partnership or employment. I agree to disclose any actual or potential conflict of interest at the meeting where the action is being taken.

Yes