



PARKS AND TRAILS COMMISSION

Monday, February 12, 2024 at 4:00 PM

HYBRID: Council Chambers & Zoom (details below)

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES

- [1.](#) Approve January Minutes
- [2.](#) Approve December Minutes

VISTOR COMMENTS: Limited to three (3) minutes

NEW BUSINESS

- 3 - Park Bench - Teresa Knight
- 4 - Sand Island - Brad Hendrickson
- 5 - Park Needs - Chair Pettit
- 6 - City Committees - Chair Pettit
- 7 - Urban Trail - Belcher
- 8 - Heinie Huemann Park - Jacobson

OLD BUSINESS

ACTION ITEMS

STAFF REPORT

COUNCILOR'S REPORT

DISCUSSION ITEMS

ADJOURNMENT

Join Zoom Meeting

<https://zoom.us/j/94977541435?pwd=bjl0S1NQbzJPb1MwRkJmOWxEVG1qdz09>

Meeting ID: 949 7754 1435

Passcode: 406684

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.

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PARKS AND TRAILS COMMISSION

Monday, January 08, 2024 at 4:00 PM

DRAFT MINUTES

MEMBERS PRESENT

Chair Dana Lathrope
 Vice Chair Lynne Pettit
 Commissioner Jerry Belcher
 Commissioner Howard Blumenthal
 Commissioner Scott Jacobson
 Commissioner Brian Long

MEMBERS ABSENT

Commissioner Jacob Woodruff

STAFF PRESENT

Brandon Sundeen, City Council
 Melisa Gaelrun-Maggi, Parks Administrative Assistant
 Jennifer Dimsho, Community Development Project Manager

CALL TO ORDER 4:00pm

APPROVAL OF MINUTES

Minutes from last meeting were not reviewed by enough Commissioners in time for January meeting. Will be reviewed in next meeting.

NEW BUSINESS

1. Columbia View Park - Associate Planner Jenny Dimsho

Jenny Dimsho shared the current plans for St. Helens Riverwalk site. She referred Commissioners to the last Riverwalk work session for more detailed information.

Belcher asked if the deadline for the project for the streets was still September and Dimsho was unsure as of this time.

Lathrope asked if people would have access to the river from the park with this new design, Dimsho responded that it would still be steep and unsafe.

Jacobson asked if the City has looked for more bids, Dimsho said that the Mayor had brought up the idea and they would do so around February.

Blumenthal asked about the retention materials on the south side near Nob Hill, Dimsho did not have details as it was not part of this design.

Paul Barlow joined the meeting

Lathrope asked about the lighting on the guardrails, Dimsho stated that the lights within the guardrails are special LEDs and that there is dimmable lighting in other areas of the park.

Barlow asked what kind of bike racks would be installed and stated that his group would be interested in installing a bike work station.

Blumenthal wants to know if they have thought of recycling the splashpad water, Dimsho said they do not have plans at this time.

2. Chair & Vice Chair Nominations - Chair Lathrope

Lathrope asked if anyone would like to present themselves for the office.

Jacobson thought that Pettit would automatically be Chair. Pettit accepted. Blumenthal seconded.

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

Pettit nominated Jacobson as Vice Chair.

Jacobson nominated Belcher as Vice Chair.

Jacobson accepted. Belcher seconded.

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

3. Japanese Gardens - Councilor Brandon Sundeen

Taylor Theel from the Scappoose Bay Watershed is interested in removing invasive species and possible future design. Councilor Sundeen is giving her history information and there is talk about starting a "Friends" group.

Pettit asked which invasive species they were thinking of removing, Councilor Sundeen said they were talking of blackberry but does not know the full scope.

Jacobson thought it would be a good idea to make a map of the garden. Councilor Sundeen and Pettit agreed.

Councilor Sundeen said in the past there was interest from the Portland Japanese Garden, but it did not go anywhere.

Belcher asked if the St. Helens Garden Club has any interest, Councilor Sundeen said that he has heard that their members are getting up in years and they are stretched for commitments.

4. Interview/New Commission Member(s) - Chair Lathrope

Pettit is going to send available dates and times to the Commission Secretary who will check with two current applicants.

5. Future Budget Items - Chair Lathrope

Lathrope asked if any Commissioners had major wish list items. Both Lathrope and Pettit are wishing for more park signage. Jacobson wants to do a Parks only website. Belcher wants a concrete stamp and a kiosk for his Urban Trail. Blumenthal wants a kiosk and a new bridge for Nob Hill Park. Pettit wants historical signage for Dalton Lake.

Lathrope would like to redo the Master Plan. Councilor Sundeen remembers that the last time it was brought up the cost was about \$125,000.00. Jennifer Dimsho mentioned that a master plan can be covered by SDC funds but needs to be staff lead and woven into City Council strategic with years of planning. The first step would be involving Buck Tupper. Pettit stated that a few years ago the Commissioners sent in their ideas for a new master plan and if they could use those. Dimsho claimed that they are still filed. Barlow asked what the average expiration on a master plan is as he doesn't feel nine years is that old. Dimsho said that most are ten to fifteen years. Councilor Sundeen stated that he doesn't feel that now is the best time to try for a new master plan as there are many items that have not been accomplished on the old plan and due to budget needs. Dimsho agreed with Councilor

Sundeen and echoed budget and added staff issues. Pettit feels that Dalton Lake is not well represented on the old master plan. Jacobson asked if they could just add an addendum, Dimsho stated that addendums make a plan unruly.

Lathrope wants everyone to keep in mind that they should not ask for budget items that won't be finished in this budget year, such as the Urban Trail kiosk as the area is under construction for another year or so. Belcher still wants his kiosk this year.

6. Review Current Park Assignments & Create 2024 Calendar for Presentations - Chair Lathrope

Lathrope went through the park assignments and verified if each commissioner wanted to keep their park and which month to report in.

Pettit is going to do May for Dalton and Walnut Park. Blumenthal is going to do February for Sand Island. Councilor Sundeen is going to invite Brad Hendrickson to that presentation. Woodruff has McCormick Park with Barlow for the month of September. Barlow has the BMX track for September. Woodruff has Sixth Street Park for the month of September. Belcher has the Botanical Gardens and Godfrey Park for the month of November. Long is assigned Campbell Park and Civic Pride Park for the month of March. Jacobson has Columbia View Park and Heinie Heuman Park for the month of October. Blumenthal has Nob Hill Park for the month of April. Lathrope has Grey Cliffs Park for the month of July. Japanese Gardens will be addressed by a group in the month of June.

OLD BUSINESS

Belcher wants the City to give a presentation on the Sand Island contract. Councilor Sundeen said that he will ask Brad Hendrickson and the City Administrator to attend the February meeting.

Belcher wants to know if Councilor Sundeen is still interested in renaming Botanical Gardens. Councilor Sundeen says he is interested but wanted to get the opinions of the people who first created the garden.

COUNCILOR'S REPORT

Councilor Sundeen thinks that there could be a better job with a new commissioner onboarding and remember to be a voice for your parks.

Lathrope agrees that there needs to be a commissioner onboarding and felt it was lacking when she was a new member. Sundeen thinks that maybe brainstorming and making a list between the members would be a good start.

DISCUSSION ITEMS

Blumenthal gave a recap of all the hours he and his partner spent at Nob Hill.

Blumenthal mentioned the new lawsuit that was won when someone slipped in a park. He was told the City is aware of the situation.

Jacobson stated that people are not cleaning up after their dogs on the gravel trail next to Columbia View Park. He stated he is also working on a grant for an ADA trail going from the Senior Center to the Heinie Heumann Park.

ADJOURNMENT 6:05



PARKS AND TRAILS COMMISSION

Monday, December 11, 2023 at 4:00 PM

DRAFT MINUTES

MEMBERS PRESENT

Vice Chair Lynne Pettit
 Commissioner Jerry Belcher
 Commissioner Howard Blumenthal
 Commissioner Scott Jacobson
 Commissioner Brian Long
 Commissioner Jacob Woodruff
 Commissioner Paul Barlow
 Chair Dana Lathrope

STAFF PRESENT

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

CALL TO ORDER 4:00pm

APPROVAL OF MINUTES

1. Approval of November 2023 minutes

Motion made by Commissioner Blumenthal, Seconded by Commissioner Jacobson.

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

NEW BUSINESS

2 - Display of Canoe - Belcher

Commissioner Belcher stated that Doug Morton would like to work with two native American tribes and display the eagle canoe that the City has in storage.

Jenny Dimsho had some input about the display idea in the new Waterfront area. However, with the budget cuts that might not be an option anymore, she asked if the Commission still wants it to be in the design or does the Commission want to remove it from the plans and do something on their own. Keeping in mind that if it is installed it will be an art installation and it would likely get weathered and/or vandalized. She also pointed out that the canoe has no connection to any Native American tribes as it was made by a group of kids. If the Commission is looking for a connection to local tribal history, they should find something else.

Belcher said that he feels it looks like canoes that natives have made and could be a teaching tool for Lewis and Clark.

Questions were asked about who carved the canoe and their history. Blumenthal would like to see it kept in shape so that it can be used in the water. He feels it will rot after 10 - 15 years.

Jacobson said that he felt it would be inappropriate to ask tribes to be involved and Belcher agreed.

Belcher made a motion to allow the City Council to make the decision on how they are going to present the canoe. Pettit seconded. Lathrope agrees with reservations. Dimsho says that she will take these comments into consideration when planning and budgeting the Waterfront walk.

3 - Expansion of Botanical Gardens - Belcher

Commissioner Belcher brought up the fact that years ago the Commission wanted the City to buy or trade more land to expand the Botanical Gardens. The City declined to do so at that time. Belcher is now asking for the City to ask the current owners of the surrounding land if they would like to sell their land. Buck declared that he does not see that happening during the current budget crisis.

4 - Tolles Resignation - Lathrope

5 - Interview Committee - Lathrope

Lathrope reminded the Commission that Tolles resigned and that they needed to form an interview committee to decide which of the two current candidates would be best. Pettit, Barlow, and Woodruff volunteered. The committee will decide on dates and then inform the secretary to arrange meetings.

6 - Future budget items - Lathrope

Lathrope noted some items she remembered from previous meetings and was wondering if the Commissioners wanted to move forward with any specific items. Pettit pointed out that in a previous meeting they had already approved replacement signs for Dalton Lake and the BMX trail. Lathrope pointed out that those items come out of this year's budget and the \$1000 t-shirt sales.

Blumenthal wants another kiosk at the base of the Nob Hill stairs due to the possible increase in traffic after the completion of the river walk. He also wants to replace the trail bridge. Blumenthal feels that the expansion of the trail and the area that will someday be the Urban Trail near 5th street gets flooded easily and wants work done. Tupper asked if gravel would help, and Blumenthal said it would not be enough. Blumenthal would also like to see an update to the Park's Masterplan.

Belcher wants a concrete stamp for the potential future Urban Trail. Tupper said that he has been looking at them but that they cost around \$300. Lathrope and Jacobson would like to see how much is left over from the T-shirt money that could go towards the stamp.

Belcher would also like a kiosk for the Botanical Gardens. He feels the city could make it for cheap.

Pettit asked if a kiosk would be better than a sign for Civic Pride Park. Tupper thinks that the members should talk about how they want their signs to look for uniformity.

Lathrope would like members to bring their items to the next meeting with cost estimates.

STAFF REPORT

Tupper said that the veteran's memorial is almost done except for the flagpoles. The park's activity is slower due to the weather, but the cleanup of leaves, limbs, and transient garbage has increased.

Lathrope asked if we should install sharps containers in the public bathrooms. Tupper's concern is that if teens will break toilets from the floor, they could easily break off a sharps container and injure themselves with the used needles.

The homeless tent in Campbell Park is still there and the police have told them there is nothing they can do.

Lathrope asked about the flooding in the parks, Tupper said that there is no more than usual. Some ponding under the swings in McCormick Park, but they must wait until spring to fix.

Two park's employees have just finished Playground Equipment training and they expect to make some upcoming changes.

COUNCILOR'S REPORT

Sundeen has been working on some historical signs for Dalton Lake.

He asked if the Commission needs anything from the City Council.

Pettit said that she needs a new path around Dalton Lake as it is surrounded by private property. She also wants bee houses and a bird viewing platform.

DISCUSSION ITEMS

The motion made at the previous meeting was presented back to the Commission to pass with amendments. Questions were brought up about the gray area in the motion, and what "well behaved" means. Buck Tupper advised that they refer it Safety Committee.

Pettit made a motion to refer it to Safety Committee, seconded by Belcher, Voting Yea: Vice Chair Pettit, Commissioner Belcher, Commissioner Blumenthal, Commissioner Jacobson, Commissioner Long, Commissioner Woodruff, Commissioner Barlow, Chair Lathrope.

The 2024 meeting calendar was brought forth for discussion. It was decided to move the November meeting to the third Monday of the month.

Blumenthal made the motion, Jacobson seconded, **Voting Yea: Vice Chair Pettit, Commissioner Belcher, Commissioner Blumenthal, Commissioner Jacobson, Commissioner Long, Commissioner Woodruff, Commissioner Barlow, Chair Lathrope.**

Lathrope wants a report from the City about the Sand Island financials. She also wants Brad Hendrickson to come to the next meeting. She plans on extending an invitation to him and the Finance Director.

Belcher feels that the recent article in the newspaper that spoke of the Waterfront Riverwalk fits better with his future urban trail plan. He wants to meet with people to try and get grants to fund his trail. Tupper reminded Belcher that any grants need to be run by Dimsho first.

Jacobson has talked with Tina Curry about the possibility of adding a Parks website.

Blumenthal mentioned that he added a swale to Nob Hill and wants to add more to divert water. He also asked for another scoop of gravel from the Parks maintenance department. Tupper said he would take care of it.

ADJOURNMENT 5:26pm