

The City of Columbia City

In Columbia County on the Columbia River



PARKS COMMITTEE MEETING MINUTES SEPTEMBER 24, 2013 - 6:00 P.M. CITY HALL, 1840 SECOND STREET, COLUMBIA CITY, OR 97018

Present:

Shannon Fitzgibbons, Chair
Jack Hruska, Committee Member (departed 7:15 p.m.)
Stan Hopkins, Committee Member
Theodore (Ted) Burns, Committee Member
Kathleen Devlin, Committee Member
Leahnette Rivers, City Administrator/Recorder
Sally Ann Marson, City Council Member

Veterans Memorial Park: Leahnette delivered the following report to the Committee:

- Some Committee Members visited Jones Sculpture Studio on September 11 to review the progress made on the monument and discuss design and foundation details. Jason will invite us back for one final visit after he completes the monument and before he installs it to provide us with a final opportunity to provide input. Jason is still working with his engineer on the foundation design. Once the foundation design is complete, we'll forward it to Columbia County Building for plan review. Jason will need to obtain the building permit before he can begin site work.
- The dead and decaying cottonwood trees were removed from the lower level picnic area, and the large maple with a split trunk that leaned over the memorial wall and monument area has been cut down. The maple tree stump was left in the bank, but it has been treated and should die. The tree removal costs were \$1500.
- Jayson Hester, VFW Post #1440 Commander, will present a request for engineering and construction assistance to his National Guard Engineer Battalion in early October. The request includes the design and construction of the picnic tables, park benches, memorial brick wall, and irrigation system, along with the installation of the flag pole.
- Micah and Larry met on site to measure out the location of the paths and other site improvements. Committee Members confirmed a desired path width of 5 feet.
- A donation request was submitted to Knife River for the installation of the paved paths.
- Micah has met with a representative of the power company to discuss bringing electricity to the site, and the Public Works crew is in the process of installing the water service to

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the site.

- ODOT is working on the development of the agreement for the use of their ROW.
- The new cycle for Veterans and War Memorial Grants has started. The funding agency representatives are checking to see if we can apply for Phase II while Phase I is still in progress.

McBride Creek Trail System Project: Stan reported that a large tree fell along the trail during a recent rain storm. Leahnette has identified a grant opportunity for invasive species removal along protected streams. She plans to research the application requirements. She said the trail system will be much easier to maintain if we can get rid of the blackberries and other invasive plants.

Dog Park: Leahnette reported that we have received the fencing materials, and a member of the Columbia County Community Corrections Crew is working on installing the fence. The signs are about to be ordered, and a commercial-grade blue diamond bench and picnic table have been ordered from Home Depot for \$1378. We ended up with some extra fencing materials, so we are sectioning off a corner of the park for small dogs.

Harvard Park and Other Business: Kathleen expressed concern about the need for a better park maintenance plan throughout the City. She said a lot of attention has been given to park development, but little attention is given to the maintenance of our existing facilities. She noted that it's a matter of safety and liability, not just aesthetics. She said she's been working with her neighbors and other community volunteers to trim shrubs, spread bark mulch and playground chips, add plants, and remove weeds and invasive plants from Harvard Park, but they can't do it all. She suggested the need for better coordination, recruitment and management of volunteers, better communication between volunteers (perhaps via an e-mail distribution list or through an on-line chat room), and written maintenance plans for each of the City's park sites. Kathleen suggested a citizen advocate be appointed to each of the City's parks. Committee Members and staff discussed these ideas at length with Kathleen. Members felt that, for the most part, each of the parks has a citizen advocate. Kathleen suggested the Committee consider a formal park advocate appointment process and the development of a specific written maintenance program for each park.

For Harvard Park, Kathleen said she is in need of a supply of weed killer to apply to the invasive weeds as they pop up, and another load of bark mulch and wood chips is needed. She said there's some graffiti in the playground area that should be removed, and we should start applying broadleaf weed killer to the lawn on a quarterly basis to get a handle on the dandelions because they contribute to additional mowing requirements and weeds in the planting areas. She said the trash should be removed weekly because of its contents, rather than waiting until it is full. Kathleen questioned the reason for the tall row of arborvitae along the west side of the playground, noting that it has grown into a hedge. She suggested the Committee consider removing it due to its close proximity to the playground, or at least trimming it. Committee Members will take a look at the arborvitae. Kathleen said she has a 3-foot spruce tree she would like to donate to one of the parks.

Leahnette agreed that Kathleen has several good ideas and suggestions that can and should be implemented, and she will begin working on them as time and resources permit. Meeting adjourned 7:45 p.m.