

The City of Columbia City

In Columbia County on the Columbia River



PARKS COMMITTEE MEETING MINUTES FEBRUARY 4, 2014 - 5:00 P.M. CITY HALL, 1840 SECOND STREET, COLUMBIA CITY, OR 97018

Present:

Shannon Fitzgibbons, Chair
Ted Burns, Committee Member
Kathleen Devlin, Committee Member (arrived 5:22 p.m.)
Nell Harrison, Committee Member
Larry Preston, Committee Member
Sally Ann Marson, Council Member
Leahnette Rivers, City Administrator/Recorder

Veterans Memorial Park:

- Review to-date budget information: Members reviewed the to-date revenues and expenditures associated with the development of the Veterans Park, along with the remaining requirements. Members compared the original budget with the new revised budget, recognizing that the project had expanded significantly from the original plan and approximately \$10,000 in additional park development fees will need to be used in the absence of securing new donations. Larry noted that we won't need 30 yards of concrete - we will probably need 10 yards or less, which will reduce the requirements by at least \$1600, but Jason's \$1300 proposal for the bronze star has not been added to the budget.
- Discuss rose garden: Leahnette noted that a rose garden is now planned below the existing fence and above the paved drive. Roses have been ordered and are set to arrive in early March. Nell will organize a planting work party. West Oregon Wood Products is donating organic fertilizer to prep the soil for planting.
- Discuss sponsor recognition: It was the consensus of members that park sponsors that donate cash, materials, or labor valued at \$250 or more will receive special recognition as a park sponsor in the City's newsletter, press releases, and City website. In addition, they will receive one engraved sponsor brick for placement on the concrete in front of the veterans wall at no charge. Contributions valued at:
 - \$325-\$399 will also qualify for one engraved veteran brick for placement on the wall at no charge.

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- \$400-\$474 will qualify for two engraved veterans bricks for placement on the wall at no charge.
- \$475 or more will qualify for three engraved veterans bricks for placement on the wall at no charge.
- Review construction schedule: Members received copies of the updated construction schedule for the park. Leahnette commended Larry for developing the schedule.
- Review proposal for brass star submitted by Jason Jones: Members reviewed the two design proposals submitted by Jason Jones for the brass star. Leahnette noted that Libby Calnon had suggested the idea of using the image of the Statute of Liberty. MOVED (NELL), SECONDED (LARYY) AND CARRIED UNANIMOUSLY TO AUTHORIZE JASON JONES TO DEVELOP THE BRASS STAR WITH THE STATUTE OF LIBERTY DESIGN FOR THE AMOUNT OF \$1300 AS OUTLINED IN THE PROPOSAL.
- Other items: Leahnette said West Oregon Wood Products has volunteered to send a volunteer team to install the flag pole, and they also plan to make a cash donation. She said donation requests are being sent to local businesses, and Hudson Garbage Service has expressed an interest in donating \$500. Members acknowledged receipt of Jason's maintenance instructions for the monument. Larry suggested a Member be appointed to oversee the ongoing maintenance activities and requirements of the Veterans Park. It was the consensus of the Committee that Larry be appointed as the Veterans Park representative. Larry noted that some of the gold paint is missing from the lettering on the east side of the monument.

Dog Park:

- Discuss final details for Grand Opening event - 10 a.m. February 22, 2014: Leahnette said paper bags will be decorated and filled with dog bones, a roll of doggie bags, and a tennis ball with paw prints on it to hand out to attendees. She said \$20 donations are being accepted to pay for the give-away bags. Nell, Shannon and Sally Ann will help put the bags together. RS Media has donated special signage to recognize our park partners. A press release has been distributed, and event information is posted on our website and included in this month's issue of the newsletter. Kathleen suggested we post notice of the event at the park.
- Park name - contest: Members discussed whether or not a contest should be held to name the park. It was the consensus of the Committee to name the park the "Columbia City Dog Park". Committee Members suggested directional signage be placed on Highway 30 and on "E" Street at Second Street.
- Additional bench donations: Leahnette said at least one person would like to purchase an additional bench for the park in memory of their dog. No objections were heard from members.
- Porta-potty: The issue of whether or not a porta-potty should be provided for park users was discussed. It was the consensus of members that we add signage to the park specifying the availability of a restroom at the Library, which is just four blocks away.
- Other items: Leahnette noted that initial reports indicate many park patrons are not picking up after their pets. We will continue to monitor the problem and step up our efforts on enforcement through public education, signage, etc.

Other Business:

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- Basketball hoop - Jim Bundy Memorial Park: Larry provided members with a sketch of the parking lot at Bundy Park. He said the area is not suitable for a basketball hoop. He said the parking lot slopes significantly towards the street. It was the consensus of members that no further action be taken at this time. Larry and Kathleen volunteered to serve on the Basketball Hoop Study Committee.
- Railroad trestle replacement: Leahnette reported that the trestle has been replaced with a culvert that is large enough to permit pedestrian access. Leahnette discussed trestle beach access issues with members.
- BMX bike track: Kathleen suggested that development of a dirt BMX bike track be considered.

Set date and time for next meeting:

- The next Parks Committee Meeting will be held at 5:00 p.m. on February 18, 2014.

Meeting adjourned at 6:34 p.m.