

The City of Columbia City

In Columbia County on the Columbia River



PARKS COMMITTEE MEETING MINUTES MARCH 18, 2014 - 5:00 P.M. CITY HALL, 1840 SECOND STREET, COLUMBIA CITY, OR 97018

Present:

Shannon Fitzgibbons, Chair
Nell Harrison, Committee Member
Larry Preston, Committee Member
Ted Burns, Committee Member
Kathleen Devlin, Committee Member
Sally Ann Marson, Council Member
Sean Burns, Citizen
Kit Gardes, Citizen
Kiel Hoff, Citizen
Ben Hoff, Citizen
Cody Stinson, Citizen
Michele Hajek, Citizen
Leahnette Rivers, City Administrator/Recorder

Veterans Memorial Park:

- Rose garden: Nell and Larry headed up a very successful volunteer work party on Saturday, March 15. They had an excellent turn out with 13 or more volunteers. Volunteers planted 111 roses along the hillside below the chain link fence. Kiel, Michele, Ben and Cody were introduced to the group - they volunteered during the planting party and would like to volunteer for additional park projects.
- Bark dust: Larry is ready for the delivery of 20 cubic yards of bark dust for the roses. Leahnette will schedule the delivery and Kathleen will assist Larry with spreading the bark dust.
- Donations and contributions: We recently received a donation for the park from the Samuel S. Johnson Foundation in the amount of \$2,500, bringing our total cash donations for the park up to \$5,848. In addition, we've received material and skilled labor donations valued at \$8,941. To date, 100 engraved bricks have been ordered.
- Construction update: The 2" water service is installed and operable. Public Works will

begin excavating the picnic table and park bench foundations and installing the irrigation system and electrical conduit. Micah is serving as Project Manager, handling excavation activities, utility installation, coordination with utility representatives, etc. Larry is serving as Assistant Project Manager and focusing on volunteer assignments and scheduling, coordinating planting projects, locating pathways, etc.

- Blue Star Memorial Byway Marker: Members were pleased with the new Blue Star Memorial Byway Marker. A rock has been identified at the site that should work for mounting the marker on. The Parks Committee agreed that the St. Helens Garden Club should be asked to design and install the landscaping around the marker, which will be situated below the cherry trees. Members confirmed that grass should be planted around the landscaped area.
- Flag of flowers: The Parks Committee agreed that the St. Helens Garden Club should be asked to design and install the flag of red, white and blue flowers. Members confirmed that grass should be planted around the flag of flowers and around the flagpole. Larry offered to keep those areas mowed using a small mower.
- Layout of pathways: Larry said the “jog” in the chain link fence has been removed. He suggested the path around the east side of the monument be shifted further to the east to line it up with the existing bike path. This will expand the grassy area around the base of the monument and make better use of the available space at the site. Members agreed.
- Parking: During the grand opening event, patrons will be encouraged to enter the park from the end of Lincoln Street and park along the bike path in the grassy area. Handicapped parking will be provided in the paved area near the wooden fence at the top of the paved drive. Larry will verify how many handicapped spaces can fit in that area.
- Signage: Leahnette will work on obtaining some proofs for the signs for the Parks Committee to review during the next meeting. Signage needs include a main Veterans Park sign to hang on the chain link fence facing Highway 30, signage along the highway, directional signage on Pacific, Tahoma, and Lincoln Streets, directional signage at each entrance to the bike path, and handicapped parking signs. Members agreed that signage should be kept simple - white lettering on a brown background - Leahnette will confirm with ODOT about colors.
- Chain link fence: Members discussed replacing the chain link fence with something that is more attractive. In the interest of our tight construction schedule, Leahnette suggested we tackle that portion of the project during Phase II.
- Picnic tables and park benches: Members discussed the purchase or construction of picnic tables and park benches. Leahnette noted that the grant application specified they would either be manufactured locally, or constructed by a local contractor - purchasing from a source outside of the area will require the approval of an amendment from the grant authority. Members discussed a variety of ideas - including constructing them from concrete or fabricating them from steel. Due to the tight timeline for Phase I, the tables and benches will likely be part of Phase II construction. Larry suggested the park bench that was previously set for placement at the base of the flag pole be relocated to the grassy area along the east side of the Blue Star Byway Marker, and the bench be situated to face northeast to provide a view of the monument and veteran walls. Members agreed.
- Opening ceremony: Sean asked if the Committee would like to have the Young Marines Color Guard perform during the ceremony, or if the VFW plans to do it. It was the consensus of the Committee that Sean contact the VFW representatives to coordinate plans for a Color Guard. Kathleen noted that we may need a porta-potty on the day of

the event.

Dog Park:

- **Signage:** Leahnette is still waiting to hear back from ODOT about placing “Dog Park” directional signs on Highway 30. Once that occurs, she will order the remaining signage for the dog park.
- **Donation:** Leahnette said she hopes that Public Works can fabricate a simple donation box for the site.

DAR financial assistance for Ruth Rose Richardson (RRR)/Pixie Parks: Leahnette said the DAR has approved a \$2,000 contribution to the City for maintenance of their parks during the 2014 growing season. Larry is serving as Maintenance Manager for the DAR parks, and the DAR is looking for a key to issue him for the RRR sprinkler system. Larry mentioned there is a sprinkler system in Pixie Park. Leahnette will check with the DAR to see if it is functional.

McBride Creek Trail System: Leahnette said she is working on obtaining grant funds for invasive species removal, and she will be walking the trail with members of the Soil and Water Conservation District tomorrow.

Harvard Park: Kathleen said the park needs to be mowed. Leahnette said mowing activities should start soon. Members noted that it is still too wet to mow in many places. Leahnette said Public Works hopes to purchase a new Kubota with a spreader attachment in the near future.

Young volunteers: Kathleen noted that we now have several young volunteers that are interested in park maintenance and projects. She suggested we create our own Youth Volunteer Corps, and find someone that might be willing to oversee it. Michele said she might be interested.

Set date and time for next meeting: The Parks Committee will meet again on April 1, 2014 at 5:00 p.m.

Meeting adjourned at 6:45 p.m.