

The City of Columbia City

In Columbia County on the Columbia River



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

Present:

Sally Ann Marson, Chair
Nell Harrison, Committee Member
Sheila Bauer, Committee Member
Stan Hopkins, Committee Member
Shannon Fitzgibbons, Committee Member
Kathleen Devlin, Committee Member
Debra Hebard, St. Helens Garden Club
Leahnette Rivers, City Administrator/Recorder

Veterans Memorial Park: Members discussed the following topics:

- Leahnette reported that Astoria Granite Works did not respond to the RFP due in part to a key staff member's health issues and in part to concerns about performing the work within the budget constraints. She said Oregon Memorials did not recall receiving the RFP in the mail, but the package has not been returned to City Hall. She did verify that the address she pulled off of their website and used for mailing purposes was a street address, and they recently told her over the phone that they have a PO Box, although the PO Box is not mentioned on their website. She said the Jones Sculpture Studio responded to the RFP according to the requirements. Committee Members said they had reviewed the Jones Studio proposal and found it to be acceptable. **MOVED (HOPKINS), SECONDED (FITZGIBBONS) AND CARRIED UNANIMOUSLY TO MOVE FORWARD WITH RECOMMENDING THE CITY COUNCIL AWARD THE CONTRACT TO JASON JONES SCULPTURE STUDIO FOR AN AMOUNT OF \$16,250.00.**
- Leahnette reported on the following:
 - Larry Preston plans to make contact with Dave Nelson to have the materials for the planting berm delivered to the site. Larry plans to begin constructing the berm on August 25.
 - The public works crew will be removing the chain line fence on August 11 or 12,

- and the split rail fence will be installed on August 15.
- The paved pathways, bronze star and flag pole are installed.
 - The tile work installation is scheduled for August 23 and 24.
 - A temporary porta-potty will be delivered to the site on August 7 and remain on site through out the remaining construction season.
 - Micah has suggested Committee Members visit the site to approve the placement location for the third bench. Members decided to inspect the bench location after tonight's meeting.

RRR/Pixie Park: Members reviewed Larry's maintenance report for July, and noted that the DAR is giving some thought to providing a porta-potty at Pixie Park and considering a proposal for improvements to the Pixie Park beach as submitted by Josh Reedy.

Other Business: Committee Members discussed the work plan for September 13 work party as outlined in Leahnette's July 24, 2014 e-mail message. Stan will work at the Bundy Park site, Sally Ann will work at the entrance sign site, and Kathleen and Nell will mark the location for the various plantings along the bike path.

The meeting adjourned to a Veterans Park site visit at 6:30 p.m.