

The City of Columbia City

In Columbia County on the Columbia River



PARKS COMMITTEE MEETING MINUTES FEBRUARY 24, 2015 - 5:00 P.M. CITY HALL, 1840 SECOND STREET, COLUMBIA CITY, OR 97018

Present:

Sally Ann Marson, Chair
Nell Harrison, Committee Member
Debra Hebard, Committee Member
Ted Burns, Committee Member
Jack Hruska, Committee Member
Kathleen Devlin, Committee Member
Mitchell Looks, Citizen
Portia Swenson, Citizen
Leahnette Rivers, City Administrator/Recorder

Dog Park: Mitchell expressed an interest in scheduling and advertising a play date for dogs in the Dog Park during the month of March 2015. Mitchell said he would like to distribute fliers prior to the event and provide a supply of tennis balls during the event. Leahnette asked the Parks Committee if they would support the distribution of the event information in the March 2015 Newsletter, as well as via Facebook and Twitter. Members expressed support of the idea, and suggested that several monthly events could be coordinated. Mitchell will provide Leahnette with the event details for distribution.

Veterans Memorial Park:

- Phase II monument bases and flag pole bases are installed, the irrigation piping and electrical conduit is complete, and the electrical work and lights are installed.
- The second Eagle Scout project, involving Phase II landscaping and lawn seeding, will start in mid-March.
- Debra recently weeded the rose garden. The new roses have been ordered and should arrive soon. After they are planted another application of bark will be added to the rose garden.
- Leahnette will check with Chief McGlothlin to see if he can serve as the Dedication Ceremony moderator.
- The Young Marines have confirmed their participation. The Young Marines will Raise the Colors, and the Color Guard will be removed from the schedule.

- Leahnette is still working on securing six uniformed branch representatives to raise their respective branch flags and unveil the branch monuments. She is also attempting to schedule a military flyby.
- Leahnette has located a bagpiper for the ceremony, which will cost approximately \$350. Committee Members approved the expenditure. The song “We’re No Awa Tae Bide Awa” will be used to open the ceremony, and “Scotland the Brave” will be played after the closing remarks, unless the bagpiper has other recommendations.
- CCRider can provide bus service for the event for \$400. Pick up/drop off points might be CCRider Transportation Park n Ride, Knapp Social Center/Caples House Museum, City Hall and the Veterans Park. Leahnette will coordinate specifics with CCRider.
- Members approved the event invitation, which includes the event schedule and the words to “God Bless America” for the sing-a-long. Specific instructions associated with transportation options, parking and access, and park location will be included as an insert within the invitation. Invitation printing will be donated by Documart. Invitations will be mailed in early March.
- We will need a small stage for the event. A site visit will be coordinated in early May to determine site set up for the event.
- Members approved the use of red, white and blue tablecloths to cover the monuments for the unveiling events.

Datis Park: Jack will assess the condition of the picnic table and report back.

Harvard Park: Members selected the Timber See-Saw for the playground area in Harvard Park to replace the broken airplane. The purchase price is \$2,995.00 plus installation. The see-saw is constructed locally and Leahnette will distribute specifications to the members for their review. The purchase of the see-saw will be placed in the 2015-16 budget, and Leahnette will place the order after July 1st. Kathleen noted that we need to keep the picnic tables off of the chips to avoid infringing on the equipment fall zones.

Jim Bundy Memorial Park: The corrections crew will be cleaning up the wind storm debris. A piece of metal roofing recently came off of the kiosk and Leahnette will ask Public Works to repair it. The trillium is beginning to bloom. Leahnette will have the corrections crew trim up around the bases of the three trees to the west of the bike path between Jim Bundy Memorial Park and “A” Street if they are located on City property.

Public Works Wall: Kathleen and Leahnette plan to replant the landscaping along the wall behind the Public Works shop this spring. The morning glory needs to be pulled from the shop yard on a regular basis and kept off of the wall.

Five-Year Capital Improvement Plan Update: Members agreed to update the same current projects contained in the plan for inclusion in next year’s plan.

Schedule Next Meeting/Adjournment: The next meeting will be held on Tuesday, March 24th at 5:00 p.m. Meeting adjourned 6:15 p.m.