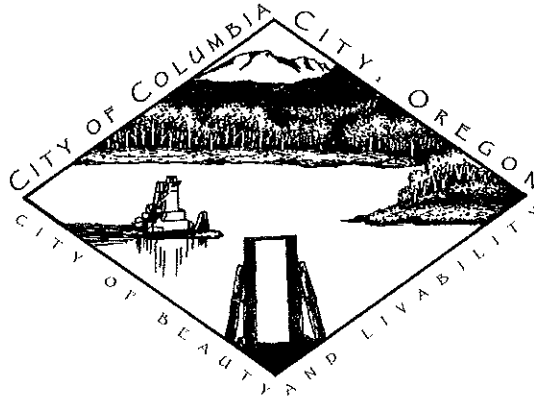


The City of Columbia City

In Columbia County on the Columbia River



PARKS COMMITTEE MEETING MINUTES

April 6, 2021 - 6:30 P.M.

1850 SECOND STREET, COLUMBIA CITY, OR 97018

Present:

Katrina Claridge, Committee Chair
Sheila Bauer, Committee Member
Nell Harrison, Committee Member
Jack Hruska, Committee Member
Micah Rogers, Public Works Superintendent
Mike McGlothlin, City Administrator

Attending:

Jane Eggleston, Citizen
Debbie Johnstone, Citizen
Sally Ann Marson, Citizen

Chair Claridge called the meeting to order at 6:30 pm.

1. Comprehensive Status Review of City Parks:

A. Veterans Park: Nell Harrison said that she and four volunteers from the St. Helens Garden Club will be planting petunias in the park prior to Mother's Day. This discussion led to Superintendent Rogers informing the committee about the restoration of the borders around the flower bed areas of the park; replacing the older wooden borders with brick material. Nell Harrison and Superintendent Rogers then coordinated for this work to be completed prior to the plantings so that the beds could be adequately prepared.

Sally Ann Marson volunteered to lead the efforts to have the American flags placed at the park prior to the Memorial Day holiday in order to honor military service members, even though the annual Memorial Day celebration was cancelled for 2021 due to the COVID-19 pandemic. She said that she would pick up the flags from City Hall on Friday May 28th.

Superintendent Rogers also briefed the committee on the maintenance projects that he and Public Works personnel are planning on completing. This entailed work at shoring up the northern bank area of the park and replacing cedar fencing, completion of the earlier noted

brick border(s) to the flower beds in the park, perform necessary mowing/edging/weeding activities and to assist with maintenance of the park's monuments.

The City Administrator said that he would also contact the business that performs maintenance services for the monuments and will get a quote for two service options. One option will be for the maintenance company to clean all monuments in the park and the other would be for having the company take care of the military branch monuments with Public Works cleaning the remaining ones.

Chair Claridge also questioned the working status of the water fountain at the park. Superintendent Rogers shared with the committee that while the water fountain is normally shut off during the winter months that Public Works has also kept it shut off due to safety considerations and initial guidance received due to the COVID-19 pandemic. A review of current mandates will take place and access will be addressed accordingly. Chair Claridge also shared that she had received a complaint about litter being present in the park. Superintendent Rogers said that he will inform his personnel to monitor the parks as the weather warms and parks usage increases.

Superintendent Rogers also shared input from Public Works staff in regards to the portable toilet that is installed at this location. He said his staff reported to him a noticed increase in damage to the unit, trash being left inside the portable toilet, and what appears to be unknown persons staying in the unit for prolonged periods of time with evidence of controlled substance and alcohol usage. Given these factors staff is recommending that the portable toilet at the park be removed or, at a minimum, be changed to seasonal placement like those at Harvard and Ruth Rose Richardson parks. After committee discussion it was decided that the City Administrator would speak with Council at their next meeting in order to seek their guidance and input on the issue.

B. Harvard Park: Superintendent Rogers shared maintenance plans and projects for Harvard Park with the committee. These activities consisted of the installation of the shade sails in April, stirring/adding as needed the wood chips in the playground area, conducting a playground equipment safety check and take remedial maintenance action as needed, and the installation of a small gravel parking area on the Penn Street side of the park.

Chair Claridge said that she had noticed that the swing set area needed attention due to rust located at the swing set chains and that the wooden portion of the teeter-totter also needed repairs. Superintendent Rogers said that he would ensure that the areas were inspected with maintenance conducted as needed. Chair Claridge also inquired about the feasibility of adding a water fountain at the park. Superintendent Rogers informed the committee that waterline infrastructure was already in place for this to be conducted and that all that would be needed would be the installation of the fountain and its concrete base, along with its associated tie-in. The City Administrator said that once the scope of work and cost estimates were completed that the matter could come before Council for review and approval consideration.

C. Bundy Park: Superintendent Rogers briefed the committee on the maintenance activities associated with the park. Noting that the wooded portion of this park makes it difficult to maintain, Superintendent Rogers informed the committee that his department makes efforts to address maintenance and safety issues along the walking/bicycle path through the area, around benches and equipment, and at the southern end of the park. He said also said that he prefers to keep the wooded area more natural but does cut undergrowth area so as to not allow

a fire hazard to be created. Superintendent Rogers also noted that there are several Big Leaf Maple trees that have to be monitored for safety and tree health issues. After discussion amongst the committee it was recommended that Public Works continue these maintenance operations as outlined.

D. Carolyn King Park: Superintendent Rogers advised the committee on repair/replacement plans for the table and bench located at this park. He also informed the committee of continued maintenance and safety plans.

E. Datis Park: Discussion took place regarding the future project plan of an observation deck overlooking the Columbia River at this park. Financial funding and associated coordination with outside regulatory agencies remain the key challenges for this project being completed. The Public Works Department completed a drainage project that caused water run-off at this park in order to combat erosion, and is also exploring options for the improvement of the steps that are located at this park.

F. Rivers Walk: The Public Works Superintendent and the City Administrator briefed the committee on work completed to date for this project. These efforts have consisted of scope of work, engineering, survey, site walk, and route exploration. Construction and route challenges discovered to date were also shared with the committee. As the location dries with warmer weather, planning and construction efforts will be undertaken later in the spring and into the summer months with a project completion date of October 31, 2021. At the ground breaking phase a dedication ceremony is planned to be conducted in order to honor former City Administrator Leahnette Rivers, who the trail system has been named after.

2. Signage at Veterans Park: It was discussed and decided to re-site the current sign at the Veterans Park. Public Works will conduct these activities by moving the sign to a better location so that it does not interfere with the roses that are planted in the area. Future plans of a new sign were also discussed in conjunction with establishing an improved parking area and a one-way route of travel for access and egress into the park area. The City Administrator will conduct outreach with both Knife River, Inc. and ODOT to check on feasibility and assistance as this concept was discussed several years ago

3. Other business: Chair Claridge noted from transition notes that she received from the previous Committee Chair, Sally Ann Marson, that there was also supposed to be bench installed with the shade sails at Harvard Park. Superintendent Rogers confirmed that information and shared the plans for installation. Chair Claridge also led discussion on an item from the notes where a citizen had suggested a "nicer" portable toilet to be installed at Harvard Park as well. Discussion took place in regards to the potential movement of the portable toilet from Veterans Park as well as improved fencing around the portable toilet area at Harvard Park. Further research will be conducted and plans made to address this issue.

4. Next meeting time: June 1, 2021 at 6:30 pm in the Columbia City Community Hall.

5. Adjournment: The meeting adjourned at 8:00 pm.