



PARKS AND RECREATION COMMISSION

Monday, February 7, 2022, at 4:00 PM

APPROVED MINUTES

PRESENT

Vice Chair Lynne Pettit
 Commissioner Carmin Dunn
 Commissioner Howard Blumenthal
 Commissioner Jacob Woodruff
 Commissioner Paul Barlow
 Commissioner Brandon Sundeen
 Commissioner Dana Lathrope

STAFF PRESENT

Shanna Duggan Parks and Rec Manager
 Sheri Ingram Public Works Office Assistant
 Councilman Doug Morten
 Erin Bird Parks and Rec Admin Assistant

OTHERS PRESENT

Dan Davis

ABSENT

Chair John Brewington

CALL TO ORDER

4:04 p.m.

APPROVAL OF MINUTES

Approve minutes next month March 12th.

TOPICS FROM THE FLOOR: From attendees not otherwise of the agenda

Dan Davis is here to listen.

STAFF REPORT

Duggan stated:

- There have been some server issues popping up which is why there has been some confusion and lack of communication and that she apologizes.
- Campbell Park bathrooms will be shut down earlier than normal due to students vandalizing right after school.
- The new rubber on the basketball hoops have been ripped down at Campbell Park.
- Recreation printed an activity log and in the last 60 days there have been 400+ registrations. They have dealt with 119 in registrations. Dunn asked about where the registrations come

from non-residents, Duggan said Warren and Columbia city is many non-residents. There has been a newspaper article.

- It's time to think about Spring Work Parties, give Parks and Rec the info for that soon. Duggan mentioned she would like to see work parties in other parks that don't normally get them.
- Art in the park will be August 20th and Parks and Rec will be inviting artists and they will come and show their art, dance, gardens, paintings, etc.
- Citizens Day in the Park is getting planned. Duggan is in charge and would like some to be involved, it will be on June 20th. It will be a 10 or 11 o'clock start time with lunch and such.
- St. Helens Softball will be starting soon. There is a lot of youth and some adult and older than 18.

COUNCILOR'S REPORT

Morten counts the amount of people in the Council Chambers, there are many people on zoom.

Morten said that Council felt the proposed policy with the Parks Department needs to be polished. As this was discussed there is some language in the permit regarding cleanup of Parks. Council approved that damage that has occurred to who is holding the permit, any maintenance is looked at by staff and recommended and cleanup will be. Some of this is in place and some of this is an agreement. For example, a parade permit, the one who is holding the permit is responsible for clean up, you charge \$100 or \$200 to clean up. Another example is like renting a car, there should be pre-inspection with permits and at the end parks staff should look and check for any damage or clean up other than the charge to follow up. When individuals leave the area, it will need to be inspected; the park staff will need to inspect when the permit holders leave the area. Whether than put down deposit we put down a card on file. Like if there is a birthday party and there is some duct tape left behind then they can charge the card for this. Morten has another example Curry wants to use a park for a month. There should be checks throughout the process and time it is reserved. Every now and then during the time, staff can come, and check and Curry can be alerted regarding the problem and the staff will be alerted. If there is documentation regarding the issues of the parks, it can be rectified financially. Morten put this into the work session, Council had no problem agreeing with this. Barlow asked if this process was being modeled in other communities, Morten said it has been used in Portland Parks for years. He said you'd go to the spot you reserved and if anything was there in the beginning and he said you must mention it before. Barlow asked about on weekends do they have to be there. Morten mentioned that they can be there Friday afternoon before the weekend activities. Barlow questioned what if the wedding leaves a mess on 1 pm Saturday then it sits through Sunday, Barlow said this could be applied to ball fields being used. Morten mentioned it could be a photo taken when they leave. Morten would like the Parks and Recreation staff to come up with a method. Dunn said that staff may not have capacity to do this with every reservation. Duggan said that it is going to get revamped, the permit needs to be more user friendly. Duggan said some feedback may assist with these methods. We want to find a method that will keep the parks clean. Belcher said if the person has a permit they should have a legal document, attorneys should review it. There should be a pre-permit walkthrough and pre-permit documentation. Morten said you could take a photo of the space before and after the event. Things before and after would be documented through the photos. Belcher feels as if there should be pre-event documentation. There should be post-event documentation such as a photo or document. There should be a mitigation process. Such as Nob Hill, Blumenthal found a lot of damaged it there may have been some disagreement between city and permit holder. Sundeen said this is a good way to protect the parks and he has rented the parks and he said it was an unpleasant experience, both times it is filthy with broken glass, cigarette butts, and the garbage was full. He

asked when a family's rents a space what are they going to pay for. Maybe if someone is paying for this park reservation maybe there should be some guarantees. Morten said that he should be able to get money back from an experience as such. Belcher said you get a permit; you take a photo, and it looks like not how you want it. Can they go to the staff and ask that things be cleaned up? This can be a way to help clean up the parks. Woodruff said he would get to his reservation early and he said that there should be a number to call a staff should come out to clean up. Blumenthal said sometimes damage may or may not be visible until later. He said wildflowers don't grow until spring and he won't know of any additional damage until then. Morten said he should document a year after the event. This could be a yearlong permit. Curry will need to pay up to replace anything that is popping up. Blumenthal recommends there should be a intensive look at from the many thousands that came through. There were 100 per hour, maybe about 3,000 people coming through. That can cause a major impact. Morten said he asked Duggan to share a trail method link he sent to her. It is good to discuss the many different things we need to do to iron out this and the process will take a while, but it is on the radar. Blumenthal is asking how to fix this as well, bring in heavy equipment that might affect the trails and nature. Belcher said that its peculiar that many people went through there and if we expect that next time, we need some assistance and someone to monitor it, maybe it should be marked ahead of time with engineer's tape. Maybe the areas that are sensitive need signs and to be marks off. It was mentioned Curry will come to the Parks Commission. Lathrope said she is thankful of this plan moving ahead, she asked about considering the scenarios say the small rental vs permit large events. The bigger ones need to have a person walk through and document and periodically during the event time, all throughout the month and a half the event is happening, put some barriers in. Dunn said that it is important to think about what mitigation can be used to help and try to plan and assume a lot will go through. The plaza has changed for the assembly of people. In the plaza, going from the parking lot to the seating area you can go into or in front of the ceremony or walk in the grass and with the gazebo and there is a sidewalk. Morten wants to encourage everyone with iron in specials projects, come to the Budget Committee meetings. He said he wants them to come to meetings. it is important. Dunn asked Morten to please send this information. Belcher said he is hoping Dunn would come to the urban trail, maybe wait until the March meeting, and would like to go over the trail.

NEW BUSINESS

John is resigning from Parks and Commission. Dunn said it is time to reelect chair and Vice Chair Dunn said she may put Pettit on chair.

Motion made by Commissioner Belcher to elect Pettit as the new Chair, Seconded by Commissioner Blumenthal.

Voting Yea: Commissioner Dunn, Commissioner Belcher, Commissioner Blumenthal, Commissioner Woodruff, Vice Chair Pettit, Commissioner Barlow, Commissioner Sundeen, Commissioner Lathrope

Motion made by Commissioner Woodruff to elect Sundeen as Vice Chair, Seconded by Commissioner Blumenthal.

Voting Yea: Commissioner Dunn, Commissioner Belcher, Commissioner Blumenthal, Commissioner Woodruff, Vice Chair Pettit, Commissioner Barlow, Commissioner Sundeen, Commissioner Lathrope

DISCUSSION ITEMS

2. Field rentals and trade time for work

Duggan said that Girls Softball has not been charged to use the Boise fields and Campbell fields, they maintain them. but they now get charged \$5 for using them. There has been talk of trading work maintained for field use. What is the liability with this with volunteers? Maybe someone does something the Parks does not want done. Some examples are the Board had to come to the City or Parks staff and it is improved and then traded for field usage. Duggan feels like say someone puts in 80 hours to maintain, should they put that much. Is this something that should happen? Woodruff said there is a lot of time being put into making the fields look nice. They should get a discount or break. A Parks representative should set what it should look like. Duggan said that the rate is very small, 5 an hour, how much do we discount when it comes to having to use fertilizer and weeds. There used be a permit to use athletic fields, they were exclusive use permits and now they are no longer being used. Dunn mentioned she thought this was settled and Duggan is going to investigate it more. She said this needs to be updated along with the special use permit needing to be updated.

3. Talk about how to post an area that is fragile and trying to be restored

Blumenthal wants this to be solely done. He said there is a camas bluff that people are laying in. Blumenthal has mowed it; the camas is starting to grow and how to post that camas is fragile and it needs to be marked that it is sensitive. Blumenthal states that he wants to preserve the camas fields. Pettit said that there could be signs that say, "do not disturb". If citizens are not abiding, then they'll need more signage. Morten asked if the camas bulbs could be transported to other areas, some of it would have to be sacrificed and replanted or to start new development. Morten thinks it's good to regulate people in the Nature Park. Blumenthal mentioned that camas likes growing in shallow soil with rock underneath, maybe build a boardwalk and that'd keep people off the ground and walking in the wrong areas. Belcher said he did not like that the camas meadow near the highway and replaced with bark. Belcher takes camas and has planted it in his yard. Belcher said if you want to transplant it but do so with expert assistance. Pettit said to try called Lana Pierce they will know how to properly do that. Morten said a sign stating "sensitive areas, please stay on path" Pettit got a donation for the signs. Duggan said she'll have a budget meeting and can investigate more signs for Nob Hill during 2022 and 2023. Belcher said next time there is a budget committee he would like to take part. He will find out when it is, and he'll keep Blumenthal and Dunn in the loop. Blumenthal said he's been moving gravel into the park. Blumenthal also said April 2nd is the next work party and Emily Martin will be doing a section of it. April the 3rd will have Native Plants Society come out and look. Blumenthal found out that there are some students from PSU that makes maps and we've been talking to Dimsho and Duggan about getting a rough draft of Nob hill. Woodruff is asking about how Brewington is and if we can just choose the person form last opening. Lathrope is asking about signs, will it be something they'll look at shortly. Lathrope would like to donate a couple 100s to the project,

ADJOURNMENT

5:35 p.m.