

## **Parks Advisory Board Meeting Minutes May 22, 2019**

President Norma Hernandez called meeting to order at 6:50 am.

Present- Norma Hernandez, Jessica Schleif, Andrew Fick, Jim Holen, Natalie Osburn, Carla Oja, and Michele Tompkins.

Absent- Josh Saranpaa, Howard Rub, and Eric Halverson.

Staff- Director Tim Williams, Jonah Dart-McLean, Brianna Bowker, and Adriana Coron.

### **Public comments**

1. There were none.

### **Approval of Minutes**

- A. The following corrections were noted: Carla Oja and Coach Rub. April 2019 minutes were approved as corrected, with Michele Tompkins abstaining.

### **President Hernandez**

- A. What do you hear- Carla Oja heard that the fourth graders at Lewis and Clark would get swimming lessons. Director Williams added that the Parks Foundation was fundraising to provide transportation to the pool, but they were waiting on collaboration with the principal. President Hernandez said Run on the River was very well attended and less chaotic than she expected, considering all of the street changes. Buoy Beer was a great partner during the event. The event included a tent offering medical and other services to the runners. Jim Holen added that the event timeline proceeded without incident and there were no injuries. He commended Parks Staff for their assistance with the event. Jessica Schleif said the Uniontown Association volunteers planted some landscaping around the Doughboy Monument. She also noticed a posting at Fort Astoria Park indicating chemicals were applied, but the chemicals used were not stated. There were white pellets in the lawn and some of the weeds were shrinking, but there was no signage. She recommended the Board members be sent copies of the herbicide policy. Jim Holen said the two picnic shelters at the top of Shively Park had received some upgrades, but the shelters at the south side were missing siding and had broken windows and, there were no trash cans.

### **Employee and Volunteer Recognition**

- A. Brianna Bowker recognized Adriana Coron as the May employee of the month.

### **Old Business**

- A. Jim Holen gave an update on the Parks Foundation. He expected that this year's Run on the River had raised more than last year's event, as there were more sponsors. Three Parks After Dark events and a benefit night at Fort George had been scheduled.
- B. Director Williams updated the Board on Staff's efforts to implement the Parks and Recreation Master Plan. Maintenance at the cemetery was a priority with Memorial Day approaching. Additionally, Staff had sent out an RFP for the Cemetery Master Plan. Director Williams described the master planning process, confirming that the Board would be involved. The Board and Staff briefly discussed the history of the cemetery and new trends in burials.

- C. Director Williams provided an update on the Scandinavian Heritage Association Monument. The name of the park had not yet been officially changed.
- D. Director Williams provided details about the Maritime Memorial expansion project. The granite delivery was delayed in customs, so the project would not be complete by Memorial Day as originally planned. However, the landscaping and concrete work was done and looked good. The project should be complete in July.
- E. President Hernandez noted the staffing update was included in the agenda packet. The Board and Staff discussed the chicken pox and lice outbreaks, the new filter and sanitation system at the pool, and signage at the pool.

### **New Business**

- A. There was none.

### **Updates**

- A. Director Williams provided the Board with copies of the Splash into Summer flier and said the event had some good sponsors. The pool would be open for free. Food, drinks, entertainment, games, and crafts would also be provided for free.
- B. Director Williams shared details of the new Program Refund Policy. Next, Staff would be working on a Memorial Donation Policy.
- C. Director Williams reviewed changes to the fee schedule, which were approved by City Council on Monday night. He answered questions about the cost recovery model, discontinuance of the punch cards, the cash card discounts, and data tracked about out-of-town Parks users. Michele Tompkins said she wanted the department to implement a non-resident fee.

### **Staff Reports and Upcoming Events**

The following reports were presented to the Board as part of the agenda packet:

- A. Maintenance
- B. Aquatic Center
- C. Recreation
- D. Lil Sprouts/Port of Play
- E. Communications/Marketing

### **Future Meetings**

- June 26, 2019 at 6:45 am in City Hall, Council Chambers
- July 24, 2019 at 6:45 am in City Hall, Council Chambers

### **Non-Agenda/Miscellaneous Business**

1. Jessica Schleif announced that Tide Rock Volunteer Days were the second Saturdays of each month. She briefly described landscaping work that had recently been done.
2. Director Williams asked Board members to provide feedback about inviting Parks friends' groups or other community organizations to give updates at meetings.

**Next meeting will be held Wednesday, June 26, 2019 at 6:45am at City Hall in City Council Chambers.**