

Parks Advisory Board Meeting Minutes August 28, 2019

Chairperson Norma Hernandez called meeting to Order at 6:51 am.

Present- Norma Hernandez, Jessica Schleif, Andrew Fick, Josh Saranpaa, Carla Oja, Howard Rub, and Eric Halverson.

Absent- Jim Holen, Michele Tompkins, and Natalie Osborn.

Staff- Tim Williams, Jonah Dart-McLean, Terra Patterson, Mark Montgomery, and Brianna Bowker.

Public comments

1. There were none.

Approval of Minutes

A. June 2019 minutes were unanimously approved with the following changes:

- Public Comments, 3rd paragraph – “**Carla Oja** ~~Natalie Osborn~~ suggested Staff contact the Clatsop County Historical Society...”
- What do you hear - Carla Oja did not attend the splash event and therefore was not the one who spoke about it.
- Non-Agenda/Miscellaneous Business – “**Carla Oja** ~~Natalie Osborn~~ said she planned to speak to Jonah Dart-McLean about the paint on the playground at Tapiola Park”

President Hernandez

A. What do you hear- Board members and Staff discussed the movies in the park, which were all well attended except one held on a rainy day. At their last meeting, the Parks Foundation discussed the possibility of partnering with the Parks Department next year to combine the Parks After Dark and Movies In The Park events. They were also considering offering concerts in the park next year. Howard Rub said it was nice to have the Riverwalk open. Jessica Schleif reported that the lawn at Ocean View looked good.

Employee and Volunteer Recognition

- A. Director Williams and Jonah Dart-McLean recognized Mark Montgomery as the August employee of the month.
- B. Director Williams and Brianna Bowker recognized Dale Hirahara as August Park Partner of the month.

Discussion

A. The Board and Staff discussed the Herbicide Policy, which was not currently being enforced. Jessica Schleif reviewed the policy and provided a brief history of its adoption and implementation. Contractors are not posting the required signage at parks where chemicals are used, and reports are not being provided to the Board. Director Williams confirmed he would start reporting to the Board on the chemicals in use, per the policy. Jonah Dart-McLean shared details about the contractor’s signage and his efforts to work with them on compliance with the policy. He also provided an overview of State and Federal regulations that chemical applicators must follow. If the City’s policy could not be followed, perhaps it should be updated. They discussed potential changes to the policy and to the way it is implemented and enforced.

Old Business

- A. Director Williams noted the Parks Foundation had been focusing on the movies in the park.
- B. Director Williams updated the Board on Staff's efforts to implement the Parks and Recreation Master Plan. Staff was doing a great job securing park sponsorships.
- C. Director Williams provided details about the Maritime Memorial expansion project. All of the granite had been delivered and was being installed.
- D. Carla Oja updated the Board on the Scandinavian Heritage Association Monument. Work on the monument temporarily ceased during the festival. Currently, the association was working with their vendor on how to personalize the granite for donors. The project was past the halfway point and should be complete in June 2020.
- E. Director Williams presented the Director's Report. He reviewed current staffing levels and noted the upcoming reduction of temporary seasonal employees.

Staff provided details of a program for seniors called Silver and Fit, which is similar to Silver Sneakers. Several people have asked that the City participate in the program, but the City would be contractually obligated to subsidize the cost of the program. Director Williams said he had presented the program to the Mayor and City Manager, who expressed concerns about the cost. The Board and Staff discussed whether the program would fill a need in the community. Director Williams reported on upcoming closures. Grey School and Lil Sprouts would be closed on August 29th and 30th for cleaning. Also, the pool will shut down after Labor Day.

New Business

Updates

- A. Director Williams gave an update on the Ocean View Cemetery Master Plan. Staff was in the process of collecting data about the cemetery and has met with consultants and stakeholders, both internal and external. He confirmed the consultant's work would cost about \$87,000 and would be complete by Christmas. When their work is complete, the consultants would make a presentation to the Board and City Council.
- B. Director Williams provided an update on the Communications and Public Relations Request for Proposals (RFP).
- C. Director Williams reported that scholarships had been suspended until further notice because the Foundation had run out of funds. Staff was working with the Foundation to help make the scholarship program more sustainable.] He briefly described some of the changes to the program he planned to propose. Changes to the program would be presented to the Board in September.
- D. The Board and Staff talked about changes that had been made to the scholarship program in the past

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 – Contract was awarded to JayRay Communications in Tacoma Washington

Discussion Items for Next Park Board Meeting

Future Meetings

- September 25, 2019 at 6:45 am in City Hall, Council Chambers
- October 23, 2019 at 6:45 am in City Hall, Council Chambers

Non-Agenda/Miscellaneous Business

1. President Hernandez thanked Staff She hoped the staff understood that the Board asked so many questions because they were tasked with representing the community.
2. The board and Staff sang happy birthday to President Hernandez
3. meeting adjourned]

Next meeting will be held Wednesday, September 25, 2019 at 6:45am at City Hall in City Council Chambers.