

Parks Advisory Board Meeting Minutes

August 12, 2013

Present- Councilor Karen Mellin, Grace Laman, Norma Hernandez, Tammy Loughran, Howard Rub, Brad Johnston and Parks Director Angela Cosby

Absent: Ron Williams and Jay Flint

Staff- Phil Elkins and Terra Patterson

Guests- George Hague

Meeting was called to Order at 6:51am by chairperson Norma Hernandez.

Minutes- The minutes were discussed, Grace Laman moved to approve the minutes from the June meeting and Karen Mellin seconded. The minutes were approved.

Chair Person Section

What do you hear?

- Howard Rub inquired about an incident involving an ambulance at the aquatic center. Angela Cosby discussed the incident briefly.
- Grace Laman mentioned she had heard about the triathlon the department is offering in September. She also asked about advertising at Fort Stevens.
- Karen Mellin discussed feedback she had heard regarding the River trail and privately owned property.

Old Business-

1. Friends of Column- Director Cosby gave an update on the progress the Friends of the Column have made in taking over operations. Staff has stayed in close contact with them but have not yet received a memorandum of understanding. Staff will keep the Parks Board informed as more information becomes available. The Friends group have made changes in routine maintenance and parking fees. Karen expressed concern for a tree given to the city from our German sister city. Ms. Cosby will follow up on this to ensure the tree stays in the park.
2. 9th Street Park- Staff has done some research in finding the terms of the previous grant and what we can do within the confines of the old grant. Staff is hoping to have re-landscaping started by October.
3. Volunteer program- Ms. Cosby has researched other City's programs. She has also spoken with management of the Tacoma and Salem programs.

New Business-

1. Angela reviewed department Challenges and Successes. These included staff setting up various ball fields and equipment for the Regatta celebration. Adequate, quality staffing has also been a success in the department. A challenge staff has seen in some programs this summer is low registration, other programs have experienced growth to offset any income deficits.
2. Phil Elkins gave a parks maintenance Report. He discussed various projects and use of ball fields

3. City Staff has worked with Downtown Association on developing “way finding” signage.
4. Budget Update- Angela is working on budget updates for Parks Board and plans to have reports for the board on a monthly basis.
5. The future potential site of a combined aquatics center and health building sponsored by the Hospital and College was discussed. A grant has been received but there is still a large monetary need for matching funds.
6. The Health Department Report for the aquatic center was reviewed. The facility is looking great and had only one concern to be rectified with the swinging door onto the pool deck.
7. Staff hired local artist Roger McCay to repaint park signs. Parks signs have been repainted and are looking good
8. Ms. Cosby discussed the Grounds coordinator position. The position opens for applications today.
9. Angela Cosby reviewed staff representation on community boards and groups.
 - a. Phil Elkins serves on the Cemetery Association and Safety Committee
 - b. Angela Cosby is on the Lower Columbia Tourism, the Downtown Association, the Friends of Column and the Chart Committee.
 - c. Erin Reilly serves on the P3 Committee
 - d. Pam Pearce currently serves on the North Coast Swim Club board.
 - e. Terra Patterson also serves on the North Coast Swim Club board, and also works with the Maritime Memorial Committee and the Parks Foundation.
10. Director Cosby gave an update on the Parks Foundation. They are currently looking for more members.
11. Employee Recognition- Angela introduced two parks employees for the July and August employees of the month. Ms. Cosby and Terra Patterson discussed what a good job Kierstin Merilla and Grace Smith have done at the aquatic center and the recreation center.

Next Meeting- Monday September 30, 2013