PARK & RECREATION BOARD AGENDA
Monday, April 8, 2019
6:30 P.M. - City Hall Council Chambers

1. Self-Introductions/Roll Call. Current members of the Park and Recreation Board are: Benjamin Misley (Chair), Kelsey Proctor (Vice-Chair), Mindy Garlington, John Eichsteadt, Bruce Hildreth, William Preble, and Stephen Dorner, City Council liaison is Mayor Tammy Stempel. Planning Commission liaison is Les Poole.

2. Approval of February 11, 2019 Minutes.

3. Pickleball update/presentation.

4. City Council Goal Setting Meeting recap and strategy moving forward. Please see attached email response regarding park fund limitations.

5. Utilizing volunteers to support parks efforts.

6. Business from the audience.

7. Business from staff.

8. Business from Board.

9. Next Scheduled Meeting is May 13, 2019

10. Adjourn

GLADSTONE PARK & RECREATION BOARD MEETING MINUTES of February 11, 2019

Meeting was called to order at 6:30 PM.

PRESENT:
Chair Ben Misley, John Eichsteadt, Bruce Hildreth, Kelsey Proctor, Bill Preble

ABSENT:
Stephen Dorner

STAFF:
Steve Graves, Public Works; Mayor Tammy Stempel

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1. **Self-Introductions/Roll Call**

2. **Approval of January 14, 2019 Minutes:**
It was pointed out that the Vice Chair is Kelsey Proctor (that portion of the meeting was not recorded/transcribed).

John Eichsteadt made a motion to approve the minutes. Motion was seconded by Bruce Hildreth. Motion passed unanimously.

3. **Cars Driving onto Meldrum Bar:**
Mayor Stempel said she recently saw several vehicles out on the furthest piece of the bar after dark when the water was rising. The police department said they don't really enforce the law that's on the books that says you're not allowed to drive off-road in the City of Gladstone. The Board agreed that they should start enforcing that law and come up with some options for blocking off that area. The Marine Board, Sheriff's Office, Water Consortium, and Fire/Rescue folks have asked that they close down the bar to vehicles. There was discussion regarding the current signage and possible changes/additional signs. Mayor Stempel said she brought this issue to Traffic Safety – they agreed that the rules should be enforced, but since it's in a park they asked that she bring it before the Parks Board.

Chair Misley made a motion to recommend enforcement of the existing law and update signage accordingly to state the ordinance not allowing vehicles on Meldrum Bar. Motion was seconded by Bruce Hildreth.

Bill Preble made a motion to change the existing sign (leaving the first and third sentence) and making new signs making it illegal to drive on the bar/spit.

Chair Misley made a motion to enforce the rules that currently exist regarding not being allowed to drive off-road. Motion was seconded by Bill Preble. Motion passed unanimously.

Chair Misley made a motion to update signage, specifically eliminating the second and fourth bullet points on the "danger" sign – keeping a general danger warning for the river as well as provide new signage that states specifically the City ordinance not allowing driving onto Meldrum Bar. Motion was seconded by John Eichsteadt. Motion passed unanimously.

4. **Restore America's Parks Campaign:**

Mayor Stempel said she gets a request on a regular basis to endorse the Restore America's Parks Campaign. She shared the information from a resolution to fully fund the National Parks System. There is no price tag attached – it is just a show of support. There was discussion regarding what other jurisdictions have supported this.

Bruce Hildreth made a motion to endorse the Restore America's Parks Campaign and ask the City to endorse it as well. Motion was seconded by John Eichsteadt. Motion passed unanimously.

5. **Goals for 2019:**

Chair Misley went over the goals from 2018. The Pickle Ball courts at Max Patterson Park was a great project and great win for the Parks. The SDC's and User Fees were recommended/implemented. Continued updates on the parks rules signage. They have great volunteer efforts going on related to parks/recreation (Nature Park, SOLVE efforts, clean ups at High Rocks, Pickle Ball group, etc.). He feels we have good momentum that we can carry forward.

Some of the goals discussed for 2019 were:

- Gladstone Nature Park Site Plan: This is on the to-do list for City staff. The next step is putting out an RFQ.
- Boat dock installation: A $10,000 match/grant was awarded – approval for this is on the Council agenda for tomorrow's meeting. Public Works is working on this.
- Meldrum Park Fee study/investigation: This was discussed at the recent Council work session – it was a very positive discussion.
- Kelsey Proctor said she feels it is worth investigating what the cost might be to hire someone to build a searchable database to store information on volunteers. She said the City could have an on-line form for people to fill out.
- Create a quarterly newsletter sent out to community partners. Chair Misley suggested having a segment in the City newsletter – highlighting a group, an effort, etc. There was discussion regarding what types of P.R. could be possible (Instagram, Facebook, involving high school students, etc.). This will be a topic of discussion at a future meeting.
- Research recreation programs that could be linked to the transient lodging tax.
- Wetlands on Glen Echo/consideration for purchasing some property to expand/develop it. Mayor Stempel said this was discussed at the strategic planning meeting and it's kind of off the table. She said they are doing the improvement plan just upstream and as part of that master plan they included Glen Echo also (Boardman Creek Complex project). Potentially we could piggy back off the funding stream. Kelsey Proctor said it should be a goal to get the Parks Board on people's radar so they are informed when grant opportunities come up.
- Park Host(s) – there was discussion regarding possible locations.
- Dog Park – not on the list of goals right now, but may be addressed in the future.

6. **Business from the Audience:**

Nancy Eichsteadt, Friends of Gladstone Nature Park, said someone asked her why the Nature Park had rules all of a sudden. She said it wasn't something new – they just hadn't been posted. They are planning an Arbor Day celebration on April 27th from 10:00 AM to 2:00 PM in the park – they are looking for vendors. On February 23rd they are doing an ivy pull in the park – on the Oatfield side near the entrance. The information is on the SOLVE website. On the last Saturday of every month now they are having work parties in the park.

7. **Business from Staff:**
Steve Graves shared information/quote from Accurate Electric – in regard to the lighting at the main ball field cluster at Meldrum. He said there were safety concerns with the backstop/bare wires so they have been without lighting for most of the winter. There was discussion regarding a special one-time fee for baseball teams to cover the costs.

Bruce Hildreth made a motion to approve getting this taken care of and considering a one-time surcharge to the baseball leagues. Motion was seconded by Kelsey Proctor.

Motion was amended to approving going forward with the electrical work by Accurate Electric in the amount of $7,015 with the understanding that it will be a goal for the Parks Board to look into the one-time surcharge. Motion was seconded by Kelsey Proctor. Motion passed unanimously.

Mayor Stempel said she is on the Clackamas County Water Tourism Stakeholders group – they had a meeting last week. Tour Oregon is doing a focus on the Clackamas River Basin and tourism opportunities. Gladstone is a prime location because it is at the end of the river (Estacada is at the beginning) – they are trying to figure out how to create a synergy between the two cities, etc. There is a day-long workshop in April or May to introduce people to the river and get ideas regarding how to promote tourism. Gladstone will host a tour of the Clackamas waterfront on April 7th – Tour Oregon will supply the bus. She said that we need to find someone who will walk them along Cross Park, Dahl Beach, etc. – she will coordinate that with staff. Let her know of anyone who might be interested and she will forward the information.

She said she has been approached by potential sponsors that may be interested in a Fourth of July fireworks display at Meldrum Bar Park. She will keep the Board updated.

8. **Business from the Board:**
Kelsey Proctor shared information from the Boy Scouts website regarding Eagle Scout projects that have been done. There was one done at Max Patterson Park's playground – they replaced one of the swings with an ADA swing (the only handicap-accessible swing in Gladstone's parks), removed all the graffiti, and replaced five yards of bark chips. She feels it is important to share this information in the City's newsletter.

Bill Preble said the City replaced some gates on the tennis courts recently and now they are ADA compliant. He said they look really nice. They will be pouring cement pads soon to make it completely accessible.

John Eichsteadt said he is thankful for the other dog waste/"poop station" on Oatfield near the Nature Park. He said they are making headway on getting rid of blackberries on the Webster side of the park. Steve Graves recommended a planting plan for that area.

9. **Meeting Adjourned:**
Meeting adjourned at 8:09 P.M.

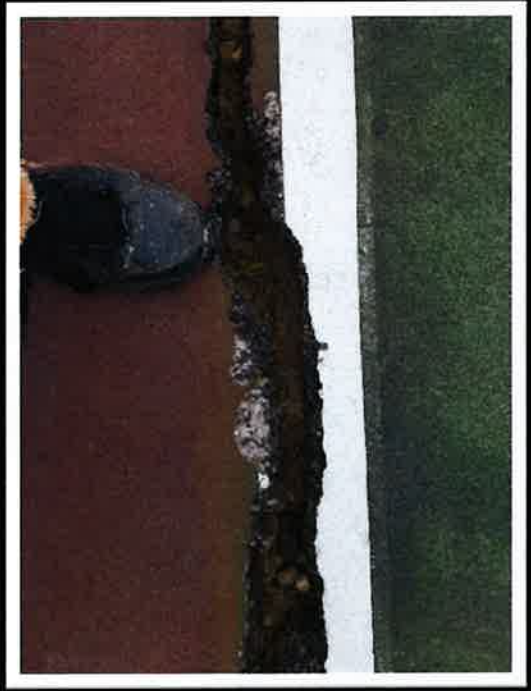
Next scheduled meeting is March 11, 2019

GLADSTONE

PICKLEBALL

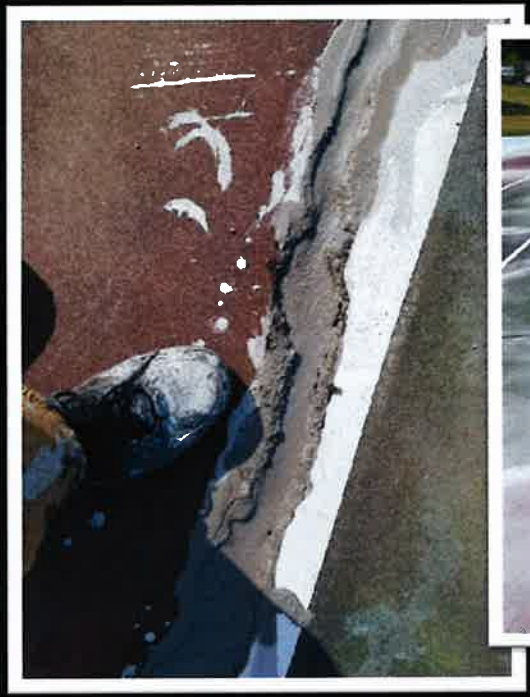
CLUB

The Beginning



Preparation

Beginning Repairs



Painting

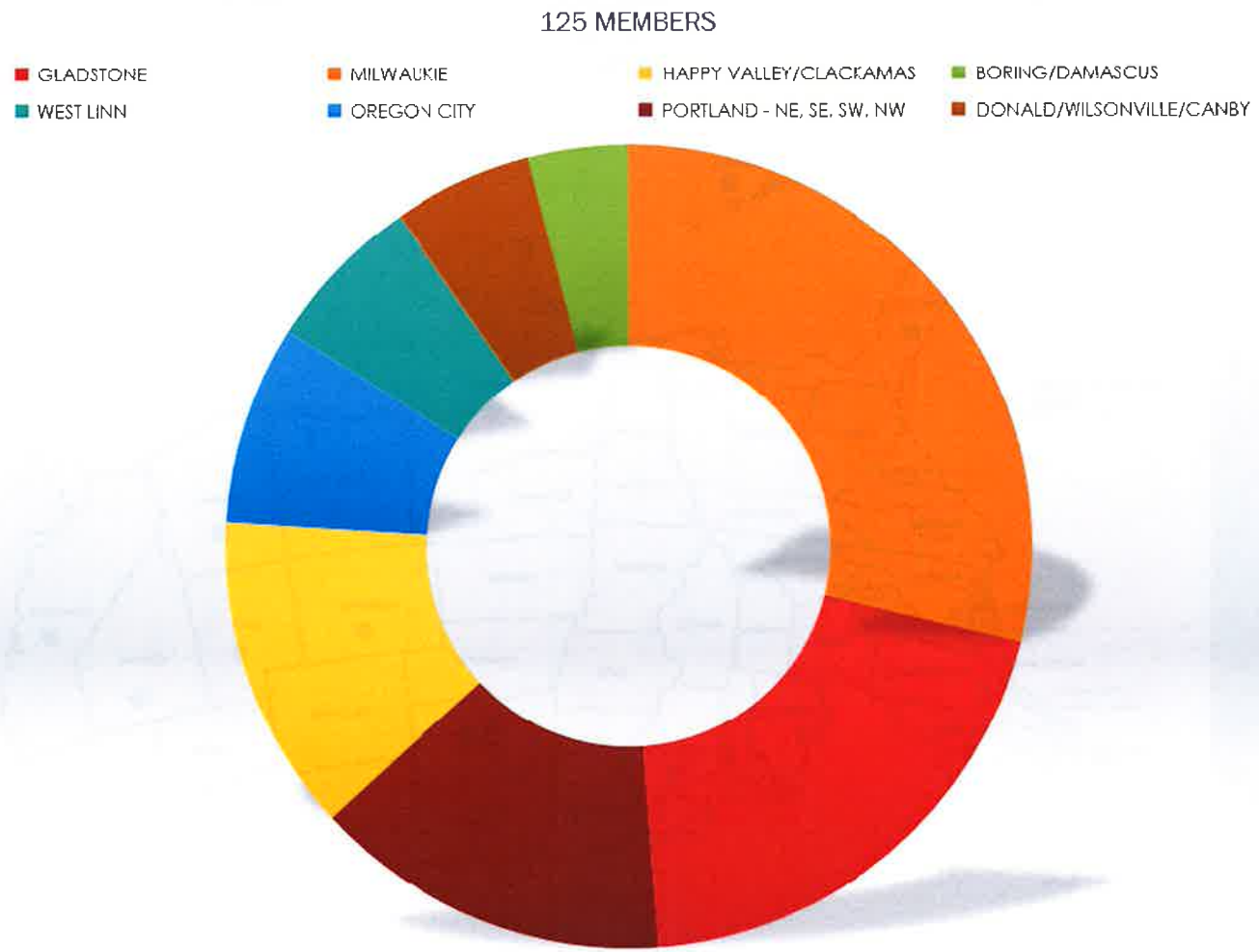
Painting

Painting

Striping

Start to Finish

New Old Problems


125 MEMBERS
GLADSTONE
MILWAUKIE
HAPPY VALLEY/CLACKAMAS
BORING/DAMASCUS
WEST LINN
OREGON CITY
PORTLAND - NE, SE, SW, NW
DONALD/WILSONVILLE/CANBY

Washington
Oregon
Idaho
Montana
North Dakota
Minnesota
Wisconsin
Michigan
Vermont
Maine
New Hampshire
Massachusetts
New York
Rhode Island
Connecticut
Pennsylvania
New Jersey
Delaware
Maryland
Ohio
Indiana
Illinois
Iowa
Nebraska
South Dakota
Wyoming
Nevada
California
Utah
Colorado
Kansas
Missouri
West Virginia
Virginia
Kentucky
North Carolina
Tennessee
Arizona
New Mexico
Oklahoma
Arkansas
South Carolina
Alabama
Georgia
Texas
Mississippi
Louisiana
Florida
Alaska
Hawaii

HOLLAND

From: Jim Whynot
Sent: Friday, April 5, 2019 6:14:00 AM
To: Parks and Recreation Board; City Council
Cc: Jacque Betz; Steve Graves
Subject: RE: Parks Work Session - Follow Up Questions

Good morning Ben and Kelsey,

Please see attached draft agenda for your review.

Sorry for the delay in responding to your questions from your email below after the Goal Setting Meeting with Council. It's been a crazy week.

To answer your question about grants, they should be looked at on a case by case basis. The City adopted a grant policy (attached). If the Parks Board wants to pursue grants they would need to follow the process in Section 1 and submit the proposal to Public Works for consideration. Please understand that grants still require staff time to apply and oversee and are generally associated with in-kind match or financial contributions.

The volunteer coordinator position was not included in the budget for the next two years. Neither was a .5 position to maintain the current level of service. At the Budget Committee meeting, the City Administrator' budget message highlighted that the City is striving to maintain a healthy general fund ending fund balance of 10% of the general fund unreserved revenues (per the City's fiscal policy) and recommended to the committee that the city complete a five-year long range financial plan and a cost allocation plan in the next biennium to monitor the fiscal health of the City in addition to the progress we make each year in attaining and maintaining the fund balance targets. For more information on the budget committee meeting please visit https://www.ci.gladstone.or.us/bc-budget/page/budget-committee-meeting-5.

We will need to reduce the time spent in the parks to work within our budget because we are subsidizing the position out of the sewer enterprise fund and we can no longer sustain this. The City does not have adequate resources in the general fund to sustain new positions; there are competing interests as we are a full service city, providing police services, fire services, senior center, municipal court, parks and recreation, library and administration. For example; to hire 1.5 positions in the Parks Department it would cost approximately $250,000 annually.

If the Parks Board recommends to Council to implement a $6.00 a month fee on the city's utility bill, it would generate enough revenue but it would not cover any capital projects. The Fee would need to be $9.60 per month to generate an additional $150,000 annually for projects. A utility fee does not capture revenue from all the park users but it would allow for dedicated staff to be able to implement park users fees in general.

Volunteers do help on certain projects that do not require a lot of staff time to organize, manage, and support. For example, FOGNP is a very active and organized group and have done a lot of good at the Gladstone Nature Park but still requires staff time to support.

Volunteers assisting with regular maintenance activities like cleanup and invasive species removal is much appreciated but it does not solved the long-term sustainability or enhancement of our parks. It still takes staff time to manage and coordinate people and projects, and also increases liability.

What the Parks Board and Council can do to get the Parks and Recreation Department in a sustainable and vibrant position to fulfill the needs in the Parks Master Plan would be to focus on resources as mentioned in

the Plan, pages 110-113 and Appendix D. A few examples are GO Bond, Park Utility Fee, Fuel Tax, Grants, Park District, etc.

Hope this helps show where the Parks and Recreation Department is financially for the next two years. Thank you very much for all your efforts and thoughtful comments. Our elected officials have tough financial decisions to make in a community with competing services and they need your support in finding long-term funding solutions.

Please let me know if you have any questions.

FYI, I will not be able to attend next week's Parks Board Meeting. Steve Graves will be in attendance.

Jim Whynot
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Website: http://www.ci.gladstone.or.us

From: Benjamin Misley <bmisley@ci.gladstone.or.us>
Sent: Tuesday, March 26, 2019 11:05 PM
To: Jim Whynot <whynot@ci.gladstone.or.us>
Subject: Parks Work Session - Follow Up Questions

Jim,

Thanks for your input tonight at the parks work session with city council.

Below is a list of questions I have for you in regards to our meeting and the path forward. Perhaps we can have some of these topics put on the next Parks agenda?

- When does it make sense to pursue grants? Is there a threshold in terms of dollar amount? Or is it case by case?
- What are the projects that volunteers could take on to lighten the load for staff? Where can they add value?
- Could you tell us more about the volunteer coordinator position mentioned? Is this in the budget that was recommended? If so, what does this mean for the parks board in terms of opportunities?

Below is a list of projects outlined in the Parks Master Plan and their estimated costs. I would be interested in hearing your thoughts on if these projects are feasible in terms of volunteer opportunities, grants, other options, or simply put on hold:

- Repaint Max Patterson Picnic Shelters - $6,000 (could volunteers do this?)
- Provide ADA parking (sign & stripe) near spray park (Max Patterson) - $550
- Replace Existing play equipment and fall safety surfacing at Nick Shannon Memorial Park - $4,100
- Replace damaged furnishings with ADA compliant models (Max Patterson) - $7,200
- Repair and upgrade trail; Repair retaining wall; Remove abandoned stairway (Cross Park)- $5,700
- Replace furnishings (i.e., picnic tables) w/ADA compliant models & install additional - $32,000 (Meldrum)
- Repair roadway connecting to Dahl Beach - $42,000 (Meldrum/Dahl)
- Realign trail ("orchard trail") to the west toward boat launch - $15,000 (Meldrum)
- Replace existing play equipment and fall safety surfacing - $75,000 (Meldrum)
- Spray park conversion from recirculating to waste water system - $30,000 (Max Patterson)
- Add accessible routes to amenities for ADA compliance - $14,600 (Dierickx)
- Acquire ~1 acre of upland adjacent to Glen Echo Wetlands as parkland - $10,000 for first installment
- Not included in the master plan but mentioned tonight:
    - Meldrum bathrooms and dry rot on siding
    - Tree trimming
    - Foul ball nets at Meldrum
    - Pressure washing the fence at Charles Ames and Cross Park, or other seasonal maintenance

In terms of research for staff or parks board members, I believe we have the following:

- Meldrum Bar Park Host - required funding? How do we explore this? What would it take? What are the options?
- Boat fee collection - what is the best structure? Funding needed? I am hoping Bruce can research some options.
- Picnic shelter rental - what is the process? System? Is there a software we could use?

Alright, this is a long enough email for now. Thanks again for your help and support, and I look forward to our next meeting in April.

Best,

Ben Misley