

# PARK & RECREATION ADVISORY BOARD AGENDA

Monday, June 10, 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 May 13, 2019 Minutes.
3. Children's Course presentation/discussion. Visit their website to see their new Learning Center plans. <https://www.childrencourse.org/building>
4. Continued Meldrum Bar User Fee or Day Use Fee. See attached email to Bruce regarding pay machine.
  - Process discussion/considerations
    - Amount
    - Who to charge, when, how, where...
    - Notification and/or seek input from park users like; fishing community, soccer, softball, and baseball, gardens, RC Cars, Children's Course, BMX users, etc.
    - Seek input from city insurance, city attorney, and Oregon State Marine Board
    - Enforcement, discussion with GPD
    - Park Host
5. Business from the audience.
6. Business from staff.
  - Tri-City Good Neighbor Agreement update. Scheduled to go to Council on July 9<sup>th</sup>.
7. Business from Board.
8. Next Scheduled Meeting is July 8, 2019.
9. Adjourn.



## GLADSTONE PARK & RECREATION BOARD MEETING MINUTES of May 13, 2019

Meeting was called to order at 6:33 PM.

### **PRESENT:**

Chair Ben Misley, Mindy Garlington, John Eichsteadt, Bruce Hildreth, Kelsey Proctor, Stephen Dorner

### **ABSENT:**

Bill Preble

### **STAFF:**

Jim Whynot, Public Works Director; Steve Graves, Public Works; Mayor Tammy Stempel

---

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

#### **2. Approval of April 8, 2019 Minutes:**

*Kelsey Proctor made a motion to approve the minutes. Motion was seconded by Stephen Dorner. Motion passed unanimously.*

#### **3. Meldrum Bar Parking Fees:**

Bruce Hildreth shared information regarding a company, VenTek (Northwest Parking Equipment Company), who makes customizable automatic fee machines. The machines include the ability to text and/or email manage a wide selection of diagnostic events that occur (door is open, cash removed, printer jam, etc.) and all transactional data/diagnostics can be viewed on a secure website. There are numerous parks in the area that use these machines and they have local technicians to work on them. The cost would be approximately \$11,206. There was discussion regarding where the machine should be located. Mayor Stempel will invite the new Chief of Police to the next meeting to discuss parking citations, signage, etc. There was discussion regarding budget, enforcement, etc. Steve Graves suggested doing a vehicle/boat/trailer count – there is an electronic device that uses lasers. There was discussion regarding parking passes for residents of Gladstone. This discussion will continue at the next meeting.

#### **4. Park Host at Meldrum:**

Mindy Garlington said she talked to some other cities about this. She went over some of the duties that other hosts perform (opening/closing gates, cleaning restrooms, emptying trash, etc.). The position is unpaid but they are required to work approximately two hours/day in exchange for their camp site. Mayor Stempel suggested the Board write up a proposal to bring before the City Council – Mindy will do this. Mr. Whynot said there may be a process involving Planning that may need to be addressed.

#### **5. Budget Discussion:**

Mindy Garlington shared information regarding the budget proposal. Mr. Whynot said that staffing is the issue; not capital. They have to cut back .5 FTE. There was discussion regarding the budget, possible revenue sources, using volunteers, park users, recreational immunity/insurance, etc.

*Chair Misley made a motion to allow Mindy Garlington to read the budget information (changing “miles” to “acres”) at the next City Council meeting on behalf of the Parks Board. Motion was seconded by Bruce Hildreth. Motion passed unanimously.*

#### **6. Parks and Tourism:**

Mayor Stempel said we hosted the Clackamas Cities dinner and they had Samara Phelps from Clackamas County Tourism Department give a presentation regarding the Water Tourism Studio that Mayor Stempel has been attending for approximately five months. The focus is from the Oregon State Tourism Department and the County to bring more people to the Clackamas River for recreation (fishing/rafting/swimming/camping, kayaking, etc.). Only 27% of the people they surveyed knew where the Clackamas River was. One of the discussions was the white water park toward the mouth of the Clackamas River. There will be funds available for projects like improvements along the shores, better access, transportation options to access the river, marketing materials, etc. There was discussion regarding kayaking businesses.

**7. Business from the Audience:**

Councilor Ripley said that his neighbors have been complaining about the parking situation near the baseball fields at Dierickx Field – cars are blocking sidewalks and driveways, etc. Residents are moving their cars onto the streets. The residents are asking that the gate at that end be removed/closed off (where Hereford ends). He will ask neighbors to attend the next meeting to address this issue.

**8. Business from Staff:**

Steve Graves said the center ball field lighting project at Meldrum has been completed and has had amazing results. Since they already had the man lift they also upgraded the other street lighting in the area.

Mayor Stempel said she had meetings at PGE and met with the Government Affairs Director and the Public Policy Director and pitched the idea of them sponsoring a Fourth of July fireworks display next year – they are very interested and they will be discussing it further next week.

Mr. Whynot said staff has been working with the staff from Tri-Cities and they are working on a Tri-City Good Neighbor Fund. They would give Oregon City and Gladstone some funds to do specific projects along the river (education, fish/wildlife, trails, etc.). It has the potential for bringing Gladstone \$50,000/year.

**9. Business from the Board:**

Mindy Garlington said representatives from the Pickle Ball Club asked for \$1,500 last month. Mayor Stempel said it has been awarded to them.

Mindy Garlington said she thought that the Arbor Day (April 27<sup>th</sup>) event was a great event. She has enjoyed seeing all of the people involved with it.

Bruce Hildreth said he was thankful for the park benches that were set up in front of the music stand, as well as the toilet and water station. He said the music and event were good.

Steve Graves said they are phasing out the old school bench mounts – they are going to a three-bracket heavy-duty recycled plastic style. He thanked Bill Preble for his work on the benches.

**10. Meeting Adjourned:**

Meeting adjourned at 8:29 P.M.

Next scheduled meeting is June 10, 2019

Please take a look at the email I received below from the company's rep that I have been talking with. Since we have been told that our budget is next to ZERO, this may be an alternative way to acquire the Fee Machine in order to begin generating the much needed revenue to help us maintain the park at Meldrum. I would like this to be an agenda item on our upcoming meeting.

Respectfully,

Bruce

---

**From:** [roynwp1@aol.com](mailto:roynwp1@aol.com) <[roynwp1@aol.com](mailto:roynwp1@aol.com)>

**Sent:** Wednesday, May 29, 2019 1:44 PM

**To:** Bruce Hildreth

**Cc:** [hildreths@comcast.net](mailto:hildreths@comcast.net)

**Subject:** Automated Fee Machine "Leasing"

Hi Bruce,

Thank you for your time a few minutes ago-it was nice speaking with you about our leasing program for the Automated Fee Machine. We offer through a local Oregon business "leasing options" for our customers AFMs.

The most popular is the \$1.00 Purchase Option Lease whereby at the term expiration date, the equipment is now owned by you the customer for \$1.00. You may choose from a 36 month, 48 month, or a 60 month term. All of our leasing customers have chosen the 60 month term and the majority of them pay the lease off early without any prepayment type fees or penalties. This is especially true as the AFM will generate approximately 25% more than an "envelope system" our customers inform us of. The approximate cost of the \$1.00 Purchase Option Lease with a 60 month term is \$257.00 per month.

Please do not hesitate to contact me Bruce if you have any further questions or concerns.

Sent from:

Roy Whipple, Jr.

President

Northwest Parking Equipment Company

13500 Lake City Way NE, Suite 208

Seattle, WA 98125

Phone (206)363-5265

Fax (206)367-6578

[www.nwparkingequipmentcompany.com](http://www.nwparkingequipmentcompany.com)

