

## PARK & RECREATION BOARD AGENDA

Monday, August 12, 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 July 8, 2019 Minutes.
3. Memorial Donation request for Max Patterson Park, Jessica Betnar. See attached.
4. Meldrum fire training site, Fire Chief Rick Huffman.
5. RC Car Track discussion, Rick Gustafson.
6. Business from the audience.
7. Business from staff.
  - Parks maintenance updates.
8. Business from Board.
  - Parks SDC Eligible Projects Summary, Ben.
  - Meldrum Garden representative to come to Parks Board, Mindy.
  - Discussion on forming a dedicated Parks Department, Mindy.
9. Next Scheduled Meeting is September 9, 2019.
10. Adjourn.



## GLADSTONE PARK & RECREATION BOARD MEETING MINUTES OF JULY 8, 2019

Meeting was called to order at 6:30 PM.

### **PRESENT:**

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

### **ABSENT:**

None.

### **STAFF:**

Jim Whynot, Public Works Director; Tammy Stempel, Mayor; Jacque Betz, City Administrator; John Schmerber, Chief of Police

---

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

#### **2. Approval of June 10, 2019 Minutes:**

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

#### **3. Dredging Grant Match Fund and In-Kind Work:**

Mr. Whynot said this is still a moving target and they are continuing to improve the City's out of pocket expenses. The total cost of the project is approximately \$380,000 – the City's match was estimated at \$100,000, but as of last week they did some negotiating with the Oregon State Marine Board and they are going to take on the permitting piece so the City's match is now down to between \$30,000 and \$55,000. It is not known how long the permitting piece will take so the dredging may not happen until next year or possibly 2021. This makes budgeting difficult. Mindy Garlington asked if we could use part of the tourism/lodging fund to pay for the match – Mr. Whynot will look into that. Ms. Betz said they have to decide whether or not to accept the grant. There was discussion regarding possible funding options for the match. She said the Tri-City Good Neighbor Program goes into effect tomorrow night and if the Council approves it they will set up a dedicated line item for Parks to receive \$50,000 annually – that money will go toward projects that are specifically identified in the Parks Master Plan. However, it does not meet the criteria to use it as matching funds for the dredging grant. There was further discussion regarding the costs involved in the project and possible funding options. There was discussion regarding possibly postponing the project and the timelines involved. Ms. Betz said that if the City implements a fee for parking boat trailers then the State would deduct the maintenance fee monies they give the City for the restrooms there (\$5,400/year). Mr. Whynot pointed out that the site plans are SDC eligible – it's a different fund/line item altogether. He explained that the matching funds for this project would be taken from a specific line item that is for new projects. Mindy Garlington suggested taking \$30,000 from the Parks Projects fund and asking City Council to fund the remaining balance from another fund, possibly back-filling with the tourism/lodging fund. Mr. Whynot said we would need to commit to this project now, however, it might not actually happen until next summer or 2021, which would be a new budget cycle, so we would still have time to offset the cost with parking fees.

Everyone agreed to support the project.

*Mindy Garlington made a motion to allocate \$30,000 from the Parks project fund to be back-filled from the tourism fund if/when available, and to ask City Council to consider funding \$25,000 from some other fund. Motion was seconded by John Eichsteadt. Motion passed unanimously.*

**4. Business from the Audience:**

Nancy Eichsteadt said that the yellow jackets at the Nature Park are gone so the Butterfly Hill project can proceed.

**5. Introduction of Police Chief John Schmerber:**

Mayor Stempel introduced Chief Schmerber. He said this is his seventh week here and he's getting to know a lot of people in the community.

Chair Misley asked how they can best work with him and the Police Department as far as enforcement/parking fees in the parks. Chief Schmerber said there are a lot of ways to do enforcement – the Police Department will always work with the Parks Department but there needs to be a plan. He has looked at the Park Rules. He would like to put a group together to work on this and bring back recommendations to the Park Board. Kelsey Proctor said that data pattern information is always welcome. Chief Schmerber said there is an officer who consistently goes into the parks and looks for transient campers and tries to make sure that things are cleaned up. They are presenting a staff report to the City Council tomorrow regarding an IGA with Metro to help facilitate the clean-up/offset costs. He wants to ensure safety and efficiency in regard to parks. He encouraged the Board to contact him with questions/concerns.

Chair Misley asked how the relationship between park hosts and the Police Department would work. Chief Schmerber said if they saw something they would call 9-1-1. The officers would get to know them so there would be conversations going on. Mindy Garlington asked if he would see it as a positive thing or a hindrance – Chief Schmerber said both. He said it could generate a lot of calls for service that are possibly unnecessary or they could be legitimate calls for service. He said it's important for the Parks Board to figure out what the plan is and design the security behind that plan and involve the Police Department.

**6. Business from Staff:**

Mr. Whynot said the parks/boater user fees won't be happening this season – the goal is to have it in place next year. They will have more time after the first of the year to work on the project.

They are doing research on it in the meantime.

They will be giving a presentation to City Council in August regarding the projects they are working on City-wide.

Mayor Stempel said she received a complaint regarding Max Patterson Park – there was a bouncy castle there during a birthday party, which is against the rules. She hadn't been aware of that rule. The rules are posted on a sign at the shelter.

She pointed out that in regard to the Bulkhead project - the City did not have a match for that (only the Rinearson Creek Project).

She said that she and Mindy watered the trees at the Nature Park – she feels that getting water to that park would be a great project for the Parks Board to move forward with.

7. **Business from the Board:**

Bill Preble said about three weeks ago some volunteers fixed all the cracks and repainted the surface of the Pickle Ball court. Someone had a birthday party on Saturday and made a mess of the surface with juice boxes. It's also being used as a dog run area and owners are not cleaning up after their dogs. He would like to post signs that indicate: "no pets allowed, no food/drink on the courts, no motorized vehicles/bicycles/scooters/skateboards allowed". He asked Chief Schmerber that if officers see any of these violations if they could contact the violators and ask them to leave – Chief Schmerber agreed.

Mr. Preble said they are having a tournament on August 1<sup>st</sup> during the Community Festival. They will be pressure washing the court on the Wednesday beforehand and he is asking for permission to put locks on the gates at night until the tournament. The Pickle Ball Club will pay for the signs. Mr. Whynot confirmed that the park is technically closed at night.

*Kelsey Proctor made a motion to grant permission for the Pickle Ball Club to lock the Pickle Ball court any time they feel it is appropriate and to put up the signs. Motion was seconded by Mindy Garlington. Motion passed unanimously.*

Chair Misley said the barbeque at Max Patterson Park on July 4<sup>th</sup> was a high note – he thanked everyone who worked on that.

Bruce Hildreth thanked Ms. Betz for the weekly updates.

He said they had a member of the Traffic/Safety Committee attend a meeting a while back and they asked about installing stop signs near Max Patterson Park – he asked if that was going to happen this summer. Mr. Whynot said no – in order to put stop signs in certain criteria has to be met and they didn't meet the criteria (traffic volumes, etc.). They are looking at other traffic calming options however.

John Eichsteadt thanked everyone involved in the July 4<sup>th</sup> barbeque. He said it was a great sense of community – meeting new people, kids/adults getting involved, etc.

Mindy Garlington shared her latest endeavor. There is a dirt pile next to the river at Meldrum Bar Park. She is suggesting moving the dirt pile so they could have an ADA compliant area for people with disabilities in wheelchairs, such as a fishing area with covered picnic areas. A friend of Mindy's is willing to write up a grant for this project. Everyone agreed that it was a good idea. She encouraged everyone to attend the Community Festival.

8. **Meeting Adjourned:**

Meeting adjourned at 8:03 P.M.

Next scheduled meeting is August 12<sup>th</sup>, 2019





**CITY OF GLADSTONE PUBLIC WORKS DEPARTMENT  
MEMORIAL DONATION AND GIFT AGREEMENT FORM**

Donor Name: Jessica Betnar Donor Organization, if applicable: \_\_\_\_\_

Address: 725 E. Fairfield St.

Home Phone: 5038802682 Work Phone: \_\_\_\_\_ E-Mail: betnarhoney1@comcast.net

Park for Donation: Max Patterson Proposed Location: Under main sign

Type of Memorial/Gift (Example: Bench, Plaque, Tree): Plaque If Tree, desired species \_\_\_\_\_

Other item description \_\_\_\_\_

Plaque: Yes  No

Inscription on plaque: Three lines with maximum 45 characters per line, including spacing and punctuation:

In Memory of my brother Christopher Lausche  
We would like to keep the planter box under  
the Max Patterson sign Beautiful. Flowers planted  
Pressure wash and clean stone. We will water also

Memorial gifts to the City Gladstone are considered outright and unrestricted donations. The City of Gladstone does not guarantee permanency of the accepted donation. If a memorial must be relocated, Department staff will attempt to notify the donor in writing at the address shown on this form. Donations may be tax deductible (please consult an accountant). The donor declares to have read the Memorial Donation Acceptance and Management Guidelines. The donor understands and agrees with the conditions set forth in this policy and agrees to pay the City any donation funds within one month of notification of Memorial Agreement approval.

I have read and understand the donation policy.

Jessica Betnar  
Donor Signature

10/25/2019  
Date

Mail, fax, or email completed form to:

Gladstone Public Works Department  
18595 Portland Avenue  
Gladstone, Oregon 97027  
Phone : 503 656-7957  
Fax : 503 722-9078  
E-mail : PWOffice@ci.gladstone.or.us

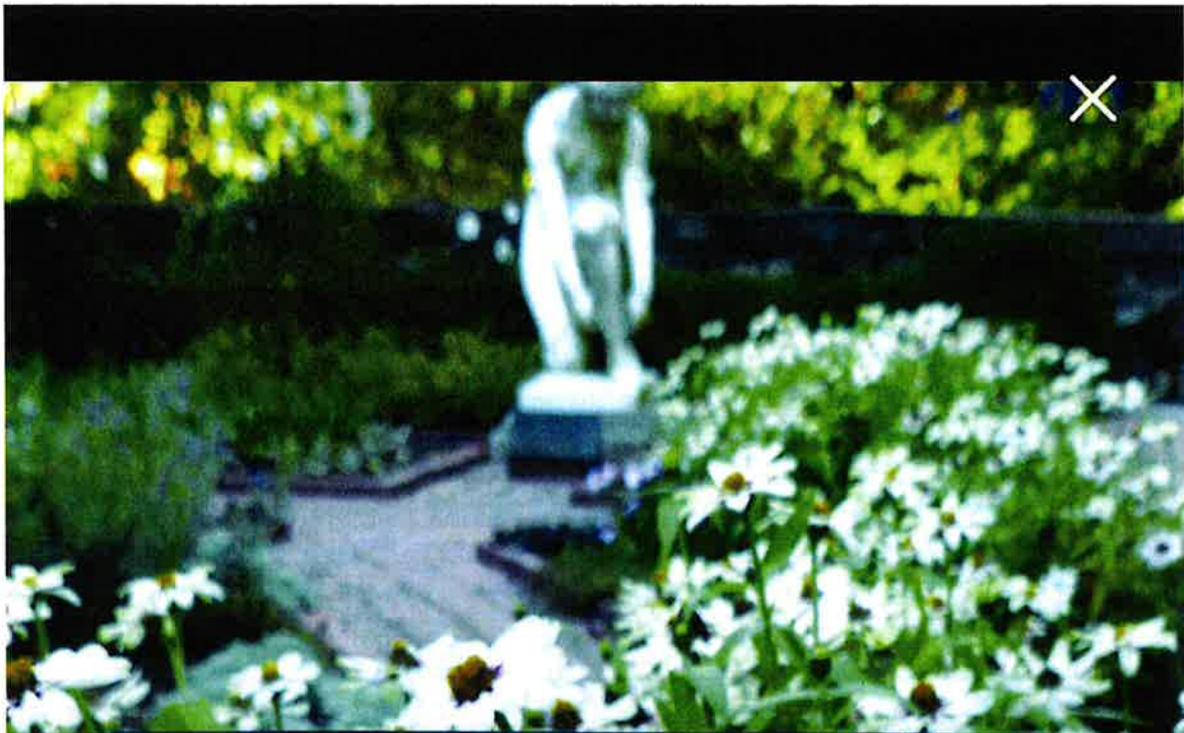
FOR OFFICE USE ONLY

Accepted By \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor \_\_\_\_\_ Date: \_\_\_\_\_

Cost \$ \_\_\_\_\_ Paid \$ \_\_\_\_\_

Exact Location Verified \_\_\_\_\_ Inscription proof reviewed by Donor \_\_\_\_\_



Planted with love in memory of  
Isabelle Marni Thompson  
2002 - 2018

*“Those we love don't go away,  
They walk beside us every day.  
Unseen, unheard, but always near,  
So loved, so missed, and very dear.”*



## Parks SDC Eligible Project Summary

Below is a summary of SDC-eligible Parks Improvement Fee Projects. Only projects with the highest eligible costs and percentages are listed, helping to condense the list from 25 to 11 opportunities for investment.

Information was gathered from the Parks System Development Charge Methodology Report published in March 2018 by FCS Group.

### Projects are as follows:

- **Gladstone Nature Park**
  - Conduct site master plan to guide park redevelopment
    - 50.3% eligible (\$12,575 of \$25,000 total project cost)
  - Acquire adjacent residential property on Webster
    - 76.9% eligible (\$326,834 of \$425,000 total project cost)
  - Install secondary trail system
    - 76.9% eligible (\$23,071 of \$30,000 total project cost)
- **Ridgegate Open Space** - develop portion of Ridgegate adjacent to school as neighborhood park
  - 76.9% eligible (\$557,541 of \$725,000 total project cost)
- **Neighborhood Park Acquisition**
  - Glen Echo Wetlands - develop ~1 acre of upland adjacent as park
    - 76.9% eligible (\$296,074 of \$385,000 total project cost)
  - Acquire 1-1.5 acres near High St & Kenmore as future parkland
    - 76.9% eligible (\$442,962 of \$550,000 total project cost)
- **Abernathy Lane Trail to Clackamas** - Extend trail along Portland Avenue to trail at Charles Ames Memorial Park
  - 76.9% eligible (\$23,840 of \$31,000 total project cost)
- **Clackamas Waterfront**
  - Conduct Planning assessment for Highway 99E trail crossing
    - 76.9% eligible (\$38,451 of \$50,000 total project cost)
  - Extend trail between Dahl Beach and Charles Ames Memorial Park
    - 76.9% (\$12,689 of \$16,500 total project cost)
- **Meldrum Bar Park**
  - Dog park - design and install fenced off-leash dog area
    - 76.9% eligible (\$30,761 of \$40,000 total project cost)
  - Conduct site master plan to guide park redevelopment and ties to Dahl Beach
    - 15.54% eligible (\$6,995 of \$45,000 total project cost)

