

**PARKS ADVISORY COMMITTEE**  
**Meeting Minutes – March 11, 2021 at 3:30 PM**  
**Council Chambers**

**Members in Attendance:**

Susan Jenkins (Chair)  
Cliff Kuhlman (Vice Chair)  
Jan Battersby  
John Blackett  
Rick Chapman  
Chad Thorson  
Michael Sellers - Absent

**City/Staff/Council Liaisons:**

Joel King (City Councilor)  
Wendy Giordano (Parks Superintendent)  
Ken Garrison (Parks Supervisor) - Absent

**Guests:**

Grant Whipp  
Kay Cortapassi/Whipp  
Carolyn Kohn  
Tyler Albright

**1. Roll Call:**

- o Chair Jenkins called the meeting to order at 3:01 pm and roll was taken.

**2. Introductions:**

**3. Public Comment:**

**Carolyn Kohn:** RVP duck and bird feeding. She stated that people are still feeding the ducks and birds bread which is not good for them. She would like to supply bird feed instead of bread. She provided it recently with signs but would like to get permission to educate people and to make signs and provide feed. She wants to make sure she is not doing anything wrong.

**Kay Cortapassi/Whipp:** She stated that “First Friday” is overrun by teens on skateboards. She thinks the City should provide something else for teens to do on “First Fridays”. We need more for our teens to do. The City should create a “First Friday” for teens.

**4. Approval of Minutes:**

**MOTION/VOTE**

**Vice Chair Kuhlman moved, and Member Thorson seconded the motion to approve the minutes from February 11, 2021 as presented. The vote resulted as follows: “AYES”: Chair Jenkins and Vice Chair Kuhlman. Members Thorson, Chapman, Battersby and Blackett. “NAYS”: None. Abstain: None. Absent: Member Sellers. The motion passed.**

**5. Action Items:**

**a. Skate Park Presentation:**

1. **Grant Whipp:** Mr. Whipp has spoken to many contractors and they are too busy for minor renovations.
2. **Tyler Albright, Steelhead Concrete:** Tyler is a local contractor. He has been building skate parks since 2003. The Skate Park needs serious repairs. He showed a presentation showing the areas that need repair and patching. He estimated \$75,000 for the cost and 3 to 4 weeks to complete the work.
  - a. Member Battersby asked if Council has money in the budget for this.
  - b. Councilman King stated that the City has to have multiple bids for the project and that there is funds available
3. **Grant Whipp:** Our intention is to try to have the City fund the repairs and they would fund raise for the expansion.
  - a. Member Battersby asked Tyler if the work can be done in stages. Tyler replied that yes it can be done in stages. He said that the cracks need repair as soon as possible and recommends that the work be done all at once.
  - b. Councilman King asked Superintendent Giordano to come back with some numbers. He wanted to know what the next step is. She stated that in order to get competitive pricing they need something formal put together. She stated that the City may need to hire a consultant.

**b. Honor/Dedication process for parks:**

1. Chair Jenkins stated that we need to have a Resolution that includes renaming structures as well as parks. This could include plaques, benches, and other structures within a park.
2. Vice Chair Kuhlman stated that if the City approves this then we need a consensus.
3. Chair Jenkins stated that we need to set up a process. Wendy will provide a draft for the Parks Advisory Committee to make a motion. She will create a draft policy before the next meeting.

**c. Master Plan update:**

1. Chair Jenkins asked what kind of updates do we want? Should we update it or create new? She thinks redoing the Master Plan is too costly. She thinks it would be better and not as costly to update it versus redoing it.
2. Councilman King suggested creating a subcommittee to change the Master Plan. Member Chapman stated that the Master Plan needs to include what has been done in the last 10 years.

**d. Courts at Lawnridge and Reinhart Parks:**

1. Liaison Giordano informed the committee that Council would like the Parks Advisory Committee's input on the Pickleball Court Placement at Lawnridge and Reinhart Parks. No action or motion was made with regard to an alternative plan for Reinhart Park that would keep one tennis court and convert two (2) basketball courts. She provided three plans for Lawnridge Park for the committee to discuss. Does the committee want one court or two? Is the original plan (2) still the committee's choice?

**MOTION/VOTE**

**Member Chapman moved and Member Thorson seconded the motion to send to Council to approve the request to stay with the original choice of two Pickleball Courts at Lawncridge Park (option 2). The vote resulted as follows: “AYES”: Chair Jenkins. Members Thorson, Chapman, Blackett and Battersby. “NAYS”: None. Abstain: Vice Chair Kuhlman. Absent: Member Sellers. Recused: None. The motion passed.**

**6. Matters from Committee Members and Staff**

- a. Liaison Giordano updated the Committee that she was successful in obtaining a \$75,000 matching grant from Oregon State Parks for the Westholm Park playground replacement.
- b. Liaison Giordano also noted that there are two grants associated with Dollar Mountain. A Title II Grant for the construction of the Crescent Parking lot for \$80,500, and a technical assistance grant with the National Parks Service to Develop a Recreational Use Plan (in progress).

**7. Future Agenda Building for Next Meeting**

- a. Honor/dedication policy
- b. Caveman Pool future planning – Subcommittee development
- c. Master Plan update/amendment – next steps

**8. Adjournment:** Chair Jenkins adjourned the meeting at 4:56 p.m.

**Next scheduled meeting: April 8, 2021**

Minute notes provided by City Staff and minutes prepared by Jayme Hyatt CD (Community Development) Office Assistant.