

MINUTES  
Warrenton Parks Advisory Board  
August 12, 2024  
Warrenton City Hall – Commission Chambers  
225 South Main Avenue, Warrenton, OR 97146

1. **CALL TO ORDER**

Parks Board Members Present: Chairperson Sara May Long, Bert Little, Brooke Terry, Ron Dyer, Sammi Beechan

Parks Board Members Absent: Anya Schaueremann

City Staff Present: Esther Moberg; City Manager, Greg Shafer; Public Works Director, Savannah Cummings; Public Works Executive Secretary

2. **Pledge of Allegiance**

3. **Consent Calendar**

- a. **Review Minutes of April 8, 2024, Regular Meeting** – In the presence of a quorum of four members of the Parks Advisory Board, Sara Long made the motion to approve the minutes of the April 8, 2024, meeting. All board members were in favor, motion passed.

4. **Reports**

- a. **Warrenton Kids, Inc.** – Debbie Little was able to join via phone call. She reported that the end of the baseball and softball seasons were a success. She also brought to attention the recently painted concessions shed located at Quincy Robinson Park, some parents of the recreation league players questioned the color. She was advised to bring this concern into the next board meeting as business item.
- b. **Public Works Operations** – Greg Shafer, Public Works Director, began by expressing his appreciation for volunteer support with the painting of the concessions shed at Quincy Robinson Park. He then provided the following report:
- i. The playground improvements at Quincy Robinson Park were successful, two loads of bark chips have been distributed around to the playground, primarily under the swing set and around the merry-go-round.
  - ii. Hammond Community Garden – some ground clearing efforts have been made at the location, including the removal of some tree debris (i.e. stumps and or logs).
  - iii. Gave an update of the tennis court condition, the crack(s) in the court are on the list of park repairs.
  - iv. Board members inquired over the process of soliciting and utilizing volunteers. Esther Moberg informed the board that the city does not have the resources necessary to devote to a volunteer coordinator position and as a result are very selective with volunteer applicants and suggests that volunteers focus on looking

for opportunities to serve the community with other volunteer organizations.

- c. **Warrenton Parks Alliance** – Brooke Terry reported the metrics of a survey gathering volunteer and general parks improvement feedback and opinions from the public. This survey provided much needed information and the results will be distributed to the board members preceding the meeting. Brooke circled back to the volunteering opportunities discussion and specifically highlighted the need for ADA-friendly volunteering opportunities. She ended her report by asking for help from the Public Works department in creating a schedule to know the trails to focus on in trail clean-up work. She also asked for help from the City to get the word out for volunteering opportunities.

## 5. **Business Items**

- a. **City Website Trails Map List** – Esther Moberg lead this update by informing the board that the trails list will be updated as the new signs are posted. Unfortunately, while the City is working on updating the website, it has run into the issue of being understaffed and therefore doesn't have the manpower to physically check each of the trail locations and correspond them to what is listed on the website. Esther suggested that this be an opportunity for the Warrenton Parks Alliance to provide service, by doing the footwork to check the trail locations and conditions and then reporting to the City which updates need to be made. Brooke Terry agreed that the Warrenton Parks Alliance would be able to take on this task.
- b. **Gold Star Memorial Placement** – Bert Little reported that the memorial was installed, and the unveiling ceremony was a success. He thanked everyone for their participation and reported that he is pleased with the result.
- c. **Community Garden Relocation** – Ron Dyer reported that this project is going well. He plans to reach out to Home Depot about a potential fencing donation. The height of the fence should be adequate for keeping the elk out. Esther Moberg explained that the City will provide 2 spickets of water to the garden and have discussed providing some sort of shed or small building for tool storage. In response to the brush pile, the City will have Public Works workers address the large pile of tree debris near the site with a wood chipper and will leave the resulting wood chips.
- d. **WIKI Field Update** – Ron Dyer mentioned the possibility of installing a sprinkler system on field #2, as it is covered in turf. The purpose of having a sprinkler system is to help with maintenance and longevity of the field. He also reported that more sand is needed on the first base side on one of the fields. Additionally, he requested that prior to the season starting next year, the fields be rolled.

## 6. **Discussion Items**

- a. **Field 4 to Grade School Trail** – Ron Dryer reported that he has still yet to visit the trail. This item will be revisited when there is an update.
- b. **Covered Space** – Brooke Terry reported that she to attended the 4/9/24 Urban Renewal Agency meeting and discovered that their plans for a covered space were not as similar

as the ideas the Board had, and therefore not as interested in following their lead. This opened the opportunity to looking at the uses for a covered space differently, and the Board has agreed to research similar structures and the specifications that come with building a structure that is up to code in this area. Esther Moberg raised the concern that the cost of building a structure as large and structurally sound as required in this area will be extremely expensive and it is not likely that even obtaining a grant will cover the cost completely. The Board agreed to consider this and research into other options for a covered space, and are also willing to open discussion over moving the location of the covered space to more stable ground to attempt to eliminate some of the engineering costs necessary to build on sandy ground.

- c. **Adopt-A-Park Policy & Subcommittee** – It was reiterated that there will be no subcommittee for this project at this time. Brook Terry reported that she had conducted research into what other municipalities have done and research will continue to be gathered. Board Members will look into past meeting minutes and see what the City of Warrenton Parks Advisory Board has done in years past. Potential decision items include installation of exercise equipment at a park location. The Board agreed to research this specific possibility and provide materials for review. Esther Moberg requested that they involve the City with the kinds of equipment they are looking into before committing, to make sure everything is acceptable and maintainable.
  
- d. **Updated Trail Signs** – Esther Moberg presented drafted trail signs upgrades for review and approval. The signs themselves will include Spanish as a second language for directional assistance and are simplistic in their description of the trails to help mitigate confusion over accessibility questions. The Board agreed with the overall look, and asked that slight changes in color be made in reference to the blue colored trails as it was confusing being so close to the blue water on the map. Chairman Sara Long appreciated the high visibility of the map. Esther Moberg will bring these adjustments to the sign creators.

#### **Additional Business Brought Before the Board**

There was no further business brought before the Board.

7. **ADJOURNMENT**

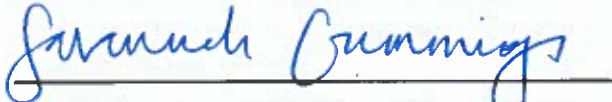
There being no further business, Chairperson Sara Long adjourned the meeting at 6:00 p.m.  
The next regular meeting is scheduled for October 14, 2024, at 4:00 p.m.

Approved



Sara Long, Parks Advisory Board Chair

Attest



Savannah Cummings, Public Works Executive Secretary