



AGENDA

WARRENTON PARKS ADVISORY BOARD REGULAR MEETING

April 10th, 2023 – 4:00 P.M.

Warrenton City Hall – Commission Chambers
225 South Main Avenue, Warrenton, OR 97146

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **CONSENT CALENDAR**
 - a. February 13th, 2023 Meeting Minutes
4. **REPORTS**
 - a. Warrenton Kids Inc. – Debbie Little
 - b. Public Works Operations – TBD
5. **BUSINESS ITEMS**
 - a. BMX Bike Track – Erik Luysterborghs
6. **DISCUSSION ITEMS**
 - a. Cornhole Tournament progress
 - b. Warrenton High School trail signs
 - c. Hammond Community Garden
 - d. Adopt-A-Park
 - e. Fort Stevens parade grounds maintenance
7. **ADJOURNMENT**

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MINUTES
Warrenton Parks Advisory Board
February 13th, 2023
Warrenton City Hall – Commission Chambers
225 South Main Avenue, Warrenton, OR 97146

1. CALL TO ORDER

Parks Board Members Present: Chairperson Bert Little, Carol Snell, Brooke Terry, Anya Schauermann (Zoom), Sammi Beechan (Zoom)

Parks Board Members Absent: Ron Dyer, Michelle Murray

City Staff Present: Henry A. Balensifer III, Mayor; Esther Moberg, City Manager; Greg Shafer, Interim Public Works Director; Richard Rempfer, Public Works Foreman; Twyla Vittetoe, Public Works Analyst; Jessica McLean, Public Works Executive Secretary

2. PLEDGE OF ALLEGIANCE

3. CONSENT CALENDAR

Chairperson Bert Little made motion to add Hammond Community Garden Relocation to the business items. There were no objections.

- a. **Review Minutes of December 12th, 2022 Meeting**—Carol Snell made the motion to approve the minutes of the December 12th meeting. Board member Brooke Terry seconded the motion, and all board members were in favor.

4. REPORTS

- a. **Warrenton Kids, Inc.** – Debbie Little shared that the field use agreement has been signed by City of Warrenton and WKI, Inc. From March to July 31st, they will be utilizing all four fields. Bullpen is progressing as scheduled.
- b. **Public Works Operations** – Introduction of Greg Shafer, Interim Public Works Director. Even if term is short, will be fully involved with parks projects. Acting operations manager will also be actively involved with parks.

5. BUSINESS ITEMS

- a. **BMX Bike Track**—Erik Luysterborghs presented a document to clarify his proposal (attached as Exhibit A). Clarified that this is a bike park, not just a racetrack. Aware that DEQ will have stringent specifications. Bert Little made a motion to move recommendation to the City Commission, all board members were in favor. Debbie Little can help with writing and submitting recommendations to the City Commission.
- b. **Hammond Community Garden Relocation to Triangle Park**—Bert Little introduced an idea that the Triangle Park may be used as location site for Hammond Community Garden. Mayor Balensifer pointed out that there are multiple city-owned locations and

suggested a subcommittee could be formed with Rick Jasper to survey and assess different sites to see if other locations may be more suitable for the garden. City Manager Moburg advised that other considerations when choosing park location are flooding, amount of sun, the park will need elk fencing, size of location, water availability, as well as materials needed. Bert made a motion to form a subcommittee with Brooke Terry and Sammi Beechan, subcommittee was formed.

6. DISCUSSION ITEMS

- a. **Cornhole tournament progress, subcommittee members**—Brooke Terry has been working to recruit for subcommittee. Kelly from Seaside is a good resource for planning, and David Reed has good information about contacting Fort George or Clatsop Distributing. Would like to look for sponsors and use the City's social media to advertise. Will have a date by next meeting, leaning towards August 28th. Cornhole board manufacturer gave option to help us have others bring boards versus purchasing the boards. The committee will discuss whether we want to purchase, how many, and how to pay for them.
- b. **Warrenton High School trail signs progress**—Bert Little said the students have designed signs with QR codes, and they will be presenting to PAB to approve. Bert will meet with the instructor and plan date for them to present. May be an ongoing project that each class year will participate in. Sammi Beechan recommended that students could look at QR codes from Fort Stevens disc golf course if they are looking for ideas.
- c. **'Welcome to Hammond' sign**—Jessica McLean said the sign has been ordered, and public works will install sign. Bert Little was making sure there would be room at the Triangle Park to put sign in around improvements that the PAB would like to make to that area. Esther confirmed that yes, there will be room.
- d. **Parks field use and concession agreements**—Debbie Little shared that the field use agreements have been signed. Warrenton Kids Inc will schedule the use of the fields and give all the information to Astoria, so they are aware of when the fields are available. Teams can practice when there is an open field. The City has no responsibility for scheduling. Mandatory that coaches sign a Coach's Code of Conduct.
- e. **Skipanon Park updates**—Rick Rempfer, public works foreman, presented that Skipanon Park sign has been installed, this is the sign Warrenton High School will add information to. Public works will install signs that the school provides. Recently replaced two picnic tables that had gone missing. Wire around dock area was replaced.
- f. **Pacific Rim Park, removing dirt**—Rick Rempfer indicated that dirt had been moved across the street, and a large portion of the dirt will need to be used for second phase. Rick contacted fence installation company to do a warranty repair on section of fence blown over in windstorm. BBQ pit is ordered. Rick asked if PAB has any plan of installing more signs, beyond the city park signs, and 'no dogs allowed'. 'No smoking' signs were also requested. Bert recommended moving the picnic tables to the opposite side of the park from the buildings.
- g. **Funding for parks**—Bert Little indicated that PAB may potentially want to become a Parks District to get more funding for parks projects. City Manager Moberg said

community support is needed and considerations would be timing, staffing, and equipment needed. Esther explained that a parks district is funded of itself and an independent, as well as self-governing. No longer a Parks Advisory Board, but a Parks Executive Board, that oversees budget and staff. Carol replied that PAB is not looking to go that way. Esther explained another option is asking for a levy, to form a new department within the city, such as a Parks Department, where funding would come from taxes. A third option may be a non-profit 501c3 that forms to support only the parks, and gets donations, and then donations go to fund parks—the non-profit is an entity separate from the city, like the Friends of the Library. Mayor Balensifer added that an operations levy only lasts five years and has to be pursued every five years. The City would have to consent to release the parks. For the record, Mayor Balensifer is neither saying that he supports this, nor that he is opposed to it. Options for funding would be utility fees added onto utility bills, but he cautions strongly that more grass-roots, on-ground analysis needs to be done to understand how much citizens support the parks, and to understand what people are willing to pay for this. It's a good conversation but will take more research about support. For instance, the library did a lot of work to propose a small increase in taxes, and it did not pass. In 2020, the City Commission approved certain fundraisers for parks. Mayor Balensifer will email this information, per request by Sammi Beechan. Brooke Terry asked if the public can be offered an option on utility bills to donate to parks. City Manager Moburg commented that it would take research into how much staff time in tracking donations this would take, and where the donation money would be held, and said if there was a non-profit that could go after those, it would probably be an easier pass-through because people then see that. Not impossible for the City, would just need mechanism to do so.

- h. **Fort Stevens parade grounds maintenance**—Bert Little informed board that there have been sticker weeds at parade grounds since 1963, and efforts to get rid of them have been unsuccessful. Kids are unable to play in the park due to this. Otherwise, the park looks good. No suggestions to alleviate the issue were forthcoming.
- i. **Dogipot station locations**—Bert suggested Skipanon Park for a Dogipot location, Rick let us know that there is a Dogipot next to the sign they just installed.

7. ADJOURNMENT

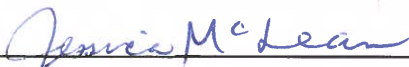
There being no further business, Chairperson Bert Little adjourned the meeting at 5 p.m. Next regular meeting is scheduled for April 10th, 2023, at 4:00 p.m.

Approved



Bert Little, Parks Advisory Board Chair

Attest



Jessica McLean, Public Works Executive Secretary

Skipanon Park Sign

