



Parks and Recreation Committee Meeting Minutes

Council Chambers, 33568 E. Columbia Ave., Scappoose, OR 97056

September 19th, 2019 6:00 pm – 6:45 pm

Attendees:

Cara Heinze, Lindsey Goodwick, Bryan Hammond, Pete McHugh, Alyse Lansing, JJ Duehren, Councilor Joel Haugen, Alex Rains, Huell White

Absent:

Kristin Person, Dana Pricher

1. **CALL TO ORDER** - The meeting was called to order at 6:03 p.m. by Committee Chair Cara Heinze.

1.1 Review Agenda – JJ Duehren requested two additional agenda items: (1) report on the “Movies in the Park” program, and (2) homelessness in city parks. Bryan Hammond requested two additional agenda items: (1) park funding opportunities, and (2) Sauerkraut Festival report. Huell White requested two additional agenda items: (1) naming of new trailhead on CZ Road, and (2) Committee team agreement.

1.2 Approval of prior meeting minutes – Meeting minutes from 05.16.2019 and 06.20.2019 were approved unanimously and without modification.

1.3 Public comments – none.

2. **City Updates and Discussion**

2.1 City Updates

Huell White delivered the Public Works update. Regular maintenance continues as usual at all City park facilities, including the newly opened Chief Concomly Park. The public may temporarily observe un-mowed vegetation along CZ Trail. Public Works Director Dave Sukau reported that the mower used for the CZ Trail recently broke down – the mower has been sent in for repairs and should be operational soon.

White informed the Committee that the City of Scappoose’s application to the Travel Oregon Small Grant Program was selected for full funding on September 13th. Travel Oregon will fund



90% or \$10,816 of the total \$12,018 project budget. The funding will assist the City in purchasing and installing amenities at the CZ Road trailhead that is currently under construction.

2.2 ORS 260.432 - Restrictions on Political Activities

Huell White delivered information on ORS 260.432 – a State statute which places limits on public employees, volunteers, and appointed members of citizen boards and commissions while they are functioning in their official capacity. White stressed that ORS 260.432 is not a blanket restriction on the Committee’s members activities, but rather applies only when they are at official Committee meetings or events in their official capacity. White provided each Committee member with the language relevant to the citizen boards and commissions from the Oregon Secretary of State’s manual on ORS 260.432 which includes examples of permissible and non-permissible activities. Councilor Joel Haugen inquired if the School Board members are restricted by ORS 260.432. White replied that since the School Board is comprised of elected officials, that they are not subject to the restrictions that apply to public employees or appointed members of citizen boards and commissions. However, White did caution that if Committee members do wish to engage in any sort of political advocacy, they should announce that they are doing so as private citizens and not as members of a City committee in an official capacity. Information on ORS 260.432 has been provided to the City’s Economic Development Committee and Planning Commission.

2.3 Committee Bylaws Updates

Huell White informed the Committee that the City Council has chosen to amend the Parks & Recreation Committee’s bylaws to permit members to serve an indefinite number of terms at the Council’s discretion. White reiterated that the reasoning behind Council’s decision reflected the difficulty in finding volunteers for citizen boards and commissions.

2.4 Search for additional committee members update

Huell White mentioned that there is currently one applicant for the open full member position on the Committee. However – as of 9.19.2019 – has not yet been interviewed by the City Council. Two additional alternate positions remain open and have not received interested applicants.

JJ Duehren mentioned that the Committee should reach out to Scappoose High School, preferably so that a high school student may apply for the position – even if just as a non-voting liaison member. Cara Heinze asked the Committee if there were other groups that might not be represented among the current members. Alyse Lansing agreed to chat with the Master Gardeners, of which she is a member. Lindsey Goodwick agreed to chat with the Garden Club,



of which she is a member. Committee members also discussed reaching out to the Native Plant Society and Scappoose Bay Watershed Council. Councilor Haugen and Pete McHugh agreed to contact the High School and find out who runs the Scappoose Boosters.

2.5 Discussion – proposed alternate regular meeting day

City Staff proposed switching the Parks & Recreation Committee’s regular meeting time to the second Tuesday of the month, at least temporarily. Committee staff liaison Huell White has a schedule conflict with Thursday evening graduate classes and wishes to continue working with the Committee. All of the members, including those absent (confirmed via email), confirmed their availability on Tuesdays.

2.6 Movies in the Park – Report

The program and its organizers have just completed the second summer of the program. JJ Duehren commented that Library Director Jeff Weiss’ leadership has been crucial to the program’s success. The Columbia County Spotlight donated ad space for the event throughout the summer. The City declared a “Wizard of Oz Day” for the anniversary of the *The Wizard of Oz*, which coincidentally fell on the day that the film was being showed at Heritage Park. The Community Club, Senior Center, a Veterans’ group, and the Elks Club have helped to sponsor the events throughout the summer. Bryan Hammond mentioned that at the last two movie nights a group of teens were getting a bit rowdy, reportedly encouraging several families to leave early. Duehren mentioned that the organizers will take that into consideration for Summer 2020, but that it has been the only issue that they have run into thus far.

2.7 Homelessness in City Parks

JJ Duehren discussed the campers that have been staying at Chapman Landing. Duehren also mentioned some local online discussion boards about thefts from residents’ yards between Scappoose and Warren. Duehren mentioned that she chatted with the City of Gresham City Manager about an innovative program their city has implemented that involves State and County Social Services and the Community Action Team to help the homeless access services rather than resorting to more forceful measures first. Gresham’s City Manager is willing to share their information with Scappoose.

Duehren contacted the City Manager and Councilor Haugen about the issue and gave Duehren the green light to compile any materials from Gresham.



2.8 Sauerkraut Festival

Bryan Hammond provided a report on the Sauerkraut Festival, on behalf of the Scappoose Community Club. Hammond reported that the event was a resounding success and the Community Club sold out of the signature Scappoose sandwiches. While many of the vendors commented on the chaos during setup, several vendors reported to Community Club members and the event organizers that they were glad they attended.

Hammond reiterated the need for more volunteers to staff the event. Some members of the local Boy Scout troop helped, but Hammond reported that the event still needed another 10-20 volunteers. Pete McHugh suggested that the Community Club reach out to the school sports teams' coaches – they might like an opportunity to fundraise by volunteering if provided with a stipend. Duehren commented that a sole reliance on volunteers could be problematic going forward – rather that the organizers should considering hiring/paying some folks for key services that make sense to contract. Hammond also added that the Community Club is aware that the event is too large for them to organize and run, therefore they will be seeking to hire a professional event coordinator for Summer 2020.

2.9 Funding opportunities

Bryan Hammond mentioned some funding opportunities with the International Mountain Biking Association (IBMA), one of which is closing in mid-October. IBMA would fund assets such as a proposed pump track at the Vista Property (conceptual plan). Huell White commented that it is too late for the City to apply on such short notice, but that having a roadmap for funding opportunities well in advance will give the City the ability to adequately prepare applications.

2.10 Committee Team Agreement

Huell White introduced the Committee Team Agreement to members. White emphasized that the agreement was not targeted specifically at the Parks Committee, but rather all of the City's citizen-led committees. The agreement sets the standards for team behavior and responsibility of members. The Committee motioned unanimously to agree to the terms of the Committee Team Agreement.

2.11 CZ Trailhead Naming

City staff requested that the Committee discuss the naming of the trailhead that is currently under construction east of the CZ Road and West Lane intersection along the CZ Road extension. Staff asked for the consideration of naming the site "Trtek Trailhead." The Trtek family has a long history that is associated with Scappoose, and more specifically, Chapman Landing. Pete McHugh commented that the Trtek family has long been a prominent family in



the community. Councilor Haugen commented that he approved of including the Trtek name, especially since Jo Trtek was a veteran fighter pilot during the Second World War, but that it might be prudent to also include Chapman, as it was Fred Chapman that built the railroad that is now the CZ Trail. He recommended the name "Trtek-Chapman Trailhead."

A discussion ensued about how to appropriately name the site. Duehren, a member of the County's CZ Trail Committee, stated that "Trtek-Chapman" might be confusing to visitors, as Chapman Landing is so close. McHugh asked if they "Lower Trtek Trailhead" would be appropriate, however, there is some dispute as to what 'lower' and 'upper' means as it relates the trail. McHugh also stated that perhaps 'trailhead' could cause confusion as the site is two miles west of the beginning (or ending) point of the trail. Lindsey Goodwick asked if there were other similar trailheads being identified by the County. Duehren stated that the County was in fact developing a new trailhead – Ruley Trailhead – several miles west on the trail in the Chapman Grange area. Duehren also commented that the County will be referring to each of these such spots 'trailheads,' to provide consistency and meet the commonly accepted understanding of 'trailhead' to include bathrooms, amenities, and parking.

White asked the Committee if they would be willing to vote on "Trtek Trailhead." The Committee motioned unanimously to include the Trtek name.

Announcements

The meeting was adjourned at 7:03 pm. The next meeting will be held on October 8th, 2019 in City Council Chambers at 6:00 pm.

For questions about these minutes, contact Huell White, 503-543-7184 or hwhite@cityofscappoose.org

This meeting will be conducted in an ADA accessible room. If special accommodations are needed, please contact City Recorder Susan Reeves at 503-543-7146, Ext. 224. TTY 503-378-5938