



**SCAPPOOSE**  
*Oregon*

December 13, 2016

**PARKS & RECREATION COMMITTEE  
MEETING MINUTES**

**Scappoose City Hall, 33568 E Columbia Ave.**

**Regular meeting at 6:00 pm**

**Committee Members**

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David Powers, Chair	Peter McHugh, Vice-chair
Beth Zelfer (Absent)	Beth Zelfer (Absent)
Jolene Jonas	Alyse Lansing
Dakota Meyer	Caitlyn Sparkman, Ex-officio (Absent)
Cara Heinze	Grant Carpenter, Ex-officio (Absent)

**Elected Officials, City Staff and Guests**

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Joel Haugen, City Council Liaison	Ben Tolles, City Staff
Alex Raines, City Staff	Robyn Bassett, Public Works Director
Craig Marquardo	

**Minutes**

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**1. The meeting was called to order at 6:30**

- 1.1. The meeting agenda was approved as is.
- 1.2. Robyn Bassett pointed out that her name was spelled wrong on the meeting minutes. The minute were fixed and approved.
- 1.3. No public comment was submitted

**2. City Matters**

- 2.1. The committee was happy to hear that the large oak tree at the Seely Lane Property was dedicated a heritage tree. The committee decided that the city should by a brushed aluminum sign rather than a cast bronze. They were scared the nice bronze one would get defaced by community members. With the cost of the one bronze sign the committee suggested the city



buy three brushed aluminum signs to replace ones in case it is vandalized. There was some discussion about whether the plaque should contain the Latin name of the tree, and when it was planted. Ultimately it was decided we should get a rough estimation for the trees age, and include it as “planted around \_\_\_\_.”, but not include the Latin name.

- 2.2. Pete came out very against the park usage fees because he thinks the city should let them use the fields as they always have. He asked what extra the city would provide if they charged reservation fees. Ben informed him that they would get exclusive right to use the field when the reserved it. Joel asked if there could be a waiver for Nonprofits at the discretion of the city manager. Robyn and Ben both mentioned that both Little League and the Soccer club were on board and that city needs more money to help maintain the parks, to which Pete responded that we should review our budget. Robyn suggested we call the fees maintenance fees rather than rental fees to avoid confusion. The final decision was to change the name of the fees, and ensure that all fees collected go towards the parks rather than into the general fund.
- 2.3. Dave and Alex discussed the meetings they had with the Marine Board representative who suggested that the project is a 7-10 year timeline rather than 3-5 year, and the amount of permitting would make it very difficult. Dave didn't agree with her, and suggested that we come up with a Chapman Landing Master Plan. Alex discussed the meeting with the County commissioners, and how the land the county owns might be tied up as collateral in a grant.
- 2.4. Ben update the committee on its plan to thin the property and the meeting he had with Jeff Heller. The city plans on releasing an RFQ for bids in February/March. Alyse mentioned that she wants to make sure the park has peaceful places to find peace and quiet.
- 2.5. Dave acknowledged that he had been lacking on the riparian policy he was writing. He wanted to get it on the City council Agenda for late January/early February. The policy calls for 100 feet from the high water mark near streams on City property to be preserved.

### **3. Master Plan Discussion**

- 3.1. Review preliminary plans for the following parks
  - 3.1.1. Alyse stressed how important this tree is to the park. She wants to make it a focal point of the park. Pete asked if the tree was healthy and Alyse/Dave suggested it was. Craig the audience member told us he had the property looked at too and that it was healthy. Craig also expressed his concern about the parking being placed on the other side of the park. He suggested the Seely Lane entrance is the most natural opening and that people would park on the street adjacent to his property. Ben mentioned that most often the users of this park will be repeat users and will know to park off the not-Seely lane side. Also, the plans call for a few spots on Seely to address the parking issue. Dave suggested that water access is a



great idea because this is one of only a few places in the city where it is easy to access the water. He suggested we could also install a floating bridge to help cross the water to Veterans Park. Craig brought up the master gardeners and Alyse said she would talk to them about doing work at the park. Dakota and Dave both agreed it was nice the Scappoose Soccer team was willing to put forth a lot of money towards the park. Grant suggested that the city put in fruit trees on the property like there are now. The overall consensus was that the current plan is great!

- 3.1.2. Pete asked about parking for the park. Ben said that since the park is a neighborhood park they were hoping to avoid putting in parking. The committee suggest the city put in a few space at the top so the street doesn't get too crowded. Dakota and Cara both liked the idea, and stressed that the park doesn't need to be that complex. Simple logs and other obstacles are enough. Pete suggested that we put some amenities at the top of the park too, such as the horseshoe pits. Dave suggested that the plans to pull back to bank would work, and that the number one priority for this park's development would need to make sure any work done is hydrologically correct.

#### **4. Announcements**

- 4.1. Duane has resigned so we will be filling his position as well as Ryan Poster's position
- 4.2. Next meeting is January 19<sup>th</sup>, 2017 at 6pm in the City Council Chambers
- 4.3. Appreciation Dinner for our Council, Commissioners, & Board members on January 10<sup>th</sup> 6pm at Scappoose Ixtapa – **PLEASE RSVP**

5. **The meeting was adjourned 7:30. The next meeting will be held on January 19th, 2016 at 6:00pm in the City Council Chambers.**

For questions about this agenda, contact Ben Tolles, 503-543-7184 or [btolles@cityofscappoose.org](mailto:btolles@cityofscappoose.org)

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