

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, January 20, 2011  
Council Chambers

Members: Chair Barb Knop, Eliza Davis, Ed Johnson, Robert Reid, and Robin Risley

Excused: Jean Williams

Staff: Public Works Director Mark See, and Administrative Assistant Stephanie McGuire

CALL TO ORDER

Chair Knop called the meeting to order at 9:03 a.m.

ELECTION OF OFFICERS

Knop asked for nominations for Chair.

Johnson nominated Knop for Chair; Risley seconded the motion.

Vote: Johnson, Knop, Reid, and Risley voted AYE. The vote was 4/0 in favor and Knop was elected Chair.

Chair Knop asked for nominations for Vice Chair.

Knop nominated Williams. Reid seconded the nomination.

Vote: Davis, Johnson, Knop, Reid, Risley, and Williams voted AYE. The vote was 4/0 in favor and Williams was elected Vice Chair.

APPROVAL OF MINUTES OF November 19, 2010

Motion: Johnson moved to approve the minutes of November 19, 2010; Risley seconded the motion.

Vote: Johnson, Knop, Reid, and Risley voted AYE. The vote was 4/0 in favor and the motion passed.

Davis arrived at 9:06 a.m.

EARTH DAY REPORT

Knop reported that the Earth Day Committee has been meeting regularly. Knop said that the Parks and Community Services Committee is responsible for the Gaylord Nelson event, the Saturday Street Fair, the Saturday afternoon speakers, and the Easter Day parade which will be held on Sunday, April 24th at 1:00 p.m. on the Pedestrian Trail. Reid will obtain the appropriate permits required. Davis reviewed the list of previous participants. Davis said that she would work with Johnson to notify previous participants to find out if they are interested in participating. Johnson reported that the *Oregon Department of Energy* and *WOW* have expressed interest in participating, and that *WOW* will participate in the poster promotion. The *Friends of the Trail* and the *Wildlife Center* have committed to participating. The speaker for the Gaylord Nelson event will be Angela

Haseltine Pozzi, *Art 101*, Bandon, Oregon. The *North Coast Slow Cookers* will be hosting a potluck on the beach on Sunday, April 24th. Registration is required.

#### TOLOVANA WAYSIDE REPORT -

Knop read a report submitted by Williams. It was noted that only an individual can *Adopt a Park*, and Williams has agreed to adopt the park and sign the agreement, which is effective December 1, 2010. Volunteer training and regular meetings are required. The next meeting will be in February at William's home.

#### PARKS HISTORY PROJECT

Reid reported that he has a plan in place for the project and one objective would be to recognize the community involvement in the parks. Reid distributed a proposed work plan, which includes interviews with people with knowledge about the creation of the City parks. Reid offered to compile and transcribe any interviews or other information submitted. He will create a *Release of Information* permission form for interviewees to sign. Barbara Linnett suggested that Grace Saad, *Cannon Beach History Center*, be contacted for possible coordination of information. Risley said that she would provide a voice recorder for the group to use. By consensus, the Committee will compile a list of potential interviewees and subjects for the February meeting.

#### GOOD OF THE ORDER

Barbara Linnett reported that there will be a work party every third Saturday with *Friends of the Trail*. Volunteers are welcome.

Johnson reported on his recent intervention with a transient family. Community services resources were discussed. The consensus of the Committee was to invite Chief Halliburton to the next meeting to inform the group of the resources within the area.

Risley complimented the Parks Department staff on the recent landscaping improvements at Elk Run Park.

#### ADJOURNMENT

Chair Knop adjourned the meeting at 10:10 a.m.

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Stephanie McGuire, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, February 17, 2011  
Council Chambers

Members: Chair Barb Knop, Eliza Davis, Ed Johnson, Robert Reid, Robin Risley, and Jean Williams

Staff: City Manager Rich Mays, Planner Rainmar Bartl, Public Works Director Mark See, and Administrative Assistant Stephanie McGuire

CALL TO ORDER

Chair Knop called the meeting to order at 9:00 a.m.

APPROVAL OF MINUTES OF JANUARY 20, 2011

Johnson said that the reference to Pacific Power in the Earth Day report should be changed to the Oregon Department of Energy.

Motion: Johnson moved to approve the minutes of January 20, 2011 as corrected; Reid seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley, and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

DEVELOPMENT OF ECOLA TRACT MANAGEMENT PLAN AND APPOINTMENT TO MANAGEMENT PLAN ADVISORY COMMITTEE

Bartl updated the Committee on the planning efforts to date pursuant to the Ecola Tract. The Council has directed that an Advisory Committee be appointed to oversee the preparation of a Management Plan. The Management Plan for the 220 acres will be used as a template and both plans will ultimately be incorporated into one plan. Bartl reviewed the goals of the management plan. The City Council has asked that a representative from the Parks and Community Services Committee be appointed to the Advisory Committee. Bartl reviewed the probable duties of the Advisory Committee. In response to a question by Risley, Bartl stated that 7 members from the community-at-large could apply. In response to a question by Davis, Bartl stated that Advisory Committee members do not have to reside in or own property in Cannon Beach. There will be a presentation at the March 8th Council meeting regarding Ecola Tract. Mays reported on the history of the bond process and the purchase of Ecola Tract. Williams asked about Sunset Empire Parks and Recreation District's proposal to annex Cannon Beach into the SEPRD. Mays responded to questions, noting that the City Council has suggested that signatures be gathered for the referendum process to place the SEPRD issue on the ballot. Johnson asked Bartl about "Community Involvement" on Page 26 of the existing Plan, and why the Council would include people that did not live in Cannon Beach nor own property in Cannon Beach. Bartl stated that the Ecola Creek Forest Reserve Plan was included in the meeting packet to provide an example of an existing plan and to provide information. Reid said that he thought that it was important to include the hunters in the public process. Reid expressed interest in being on the Advisory Committee. In response to questions by Reid, Bartl explained that the initial meetings would be for orientation and the initial work on the community meeting and community survey. In response to a question by Williams regarding the greater Ecola Reserve, Bartl explained the concept and discussions that have taken place to date pertaining to linking all of the Conservancy properties together.

Johnson nominated Reid.

Motion: Johnson moved to recommend the appointment of Reid to the Ecola Tract Management Plan Advisory Committee; Williams seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley, and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

#### APPOINTMENT TO NATURAL HISTORY PARK STEERING COMMITTEE

Mays stated that the original vision for the Natural History Park was instigated by Katie Volke. Mays noted that a technical assistance grant had been received by the National Park Service. Mays asked that this matter be tabled until the March meeting awaiting clarification from Katie Volke pertaining to what is needed for the technical assistance grant. Barbara Linnett has volunteered to work as a liaison in the absence of Katie Volke.

#### EARTH DAY REPORT

Knop reported that the Earth Day Committee has met once and sponsorship for Earth Day was discussed. Davis asked for clarification of the start times for each of the events. Knop will provide the information to Davis. Johnson asked Mays to discuss paper shredding as a sponsored event. Mays reported that there had been many inquiries regarding a paper shredding event. Western Oregon Waste was contacted and Mays was referred to the Iron Mountain Company from Portland. Knop suggested that the shredding event be held on April 22nd. Mays will contact the company for dates and times. Mays stated that the City would pay for the shredding event. There was general support for the idea.

Motion: Johnson moved that a paper shredding event be proposed for the 12 Days of Earth event. Risley seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley, and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

Johnson said that the Oregon Department of Energy reported that they would be providing a grant of \$500 for the 12 Days of Earth.

#### TOLOVANA WAYSIDE REPORT -

Williams reported that a meeting had been held at the Wayside with Shelley Parker. Parker outlined the tasks for the volunteers. An online test is required for each of the volunteers. Williams noted that there had been several newspaper articles pertaining to the project. One of the visions is to create a more park-like setting at the Wayside. Barbara Linnett commented on the Master Landscape Plan idea. Williams elaborated on the volunteer interpreter task.

#### PARKS HISTORY PROJECT

Reid reported that he purchased three tape recorders for use during interviews. Reid asked that interviewees sign the consent form at the time of the interview. Reid stated that he was compiling a list of potential interviewees.

#### PEDESTRIAN TRAIL

Mays updated the Committee on the status of the next phase of the Pedestrian Trail. Mays distributed and reviewed a chronology of the City's dialogue with the Cannon Beach Conference Center. Mays reviewed eight main points of a proposed easement agreement with the Conference Center. He distributed and reviewed a

diagram of the affected area, and the future public processes involved. Reid stated that he supports the trail, and discussed his concerns with the possible easement. Eminent domain was discussed. Reid expressed his appreciation to Mays for the work that has been done to date. Risley asked if the street could be used for the trail in lieu of an easement. Mays stated that the street is an alternative. See explained accesses to the area and responded to questions regarding the dike and the condition of the dike. Barbara Linnett spoke in general support of the trail.

Motion: Johnson moved to express support of the easement agreement to the City Council.; Williams seconded the motion.

Vote: Davis, Johnson, Knop,, and Williams voted AYE.Reid and Risley abstained. The vote was 4/0 in favor and the motion passed.

#### GOOD OF THE ORDER

None

#### ADJOURNMENT

Chair Knop adjourned the meeting at 11:05 a.m.

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Stephanie McGuire, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, March 17, 2011  
Council Chambers

Members: Chair Barb Knop, Eliza Davis, Ed Johnson, Robert Reid, and Jean Williams

Excused: Robin Risley

Staff: City Manager Rich Mays, Public Works Director Mark See, Police Chief Gene Halliburton, and Administrative Assistant Stephanie McGuire

CALL TO ORDER

Chair Knop called the meeting to order at 9:02 a.m.

APPROVAL OF MINUTES OF FEBRUARY 17, 2011

Motion: Johnson moved to approve the minutes of February 17, 2011 as submitted; Reid seconded the motion.

Vote: Davis, Johnson, Knop, Reid, and Williams voted AYE. The vote was 5/0 in favor and the motion passed.

REPORT ON HOMELESSNESS

Ed Johnson reported on a transient homeless family and their pets, that he aided in January. At the request of the Committee, Chief Halliburton provided information on how the City of Cannon Beach responds to homelessness. Halliburton noted that most assistance would be available from the private sector and the churches in the community. However, the City of Cannon Beach cannot give money to private citizens. The Pioneer House is a resource, but pets are not allowed. Halliburton also reported on the homeless outreach that was held at the Seaside Convention Center for the homeless that provided clothing and medical care as well as contacts with various social assistance agencies.

APPOINTMENT TO NATURAL HISTORY PARK STEERING COMMITTEE

Mays stated that the original vision for the Natural History Park was instigated by Katie Volke. Mays noted that a technical assistance grant had been received by the National Park Service, and he announced the committee members that have been appointed thus far. Mays stated that Jean Williams has volunteered to serve on the committee.

Motion: Johnson moved to appoint Jean Williams to serve on the Natural History Park Steering Committee; Davis seconded the motion.

Vote: Davis, Johnson, Knop, Reid, and Williams voted AYE. The vote was 5/0 in favor and the motion passed.

TENNIS COURTS LIGHTING

See reported that the tennis court lighting fixture casings have failed and need to be replaced. Davis asked if the lights had been replaced during the tennis court renovation. See responded that they had not been replaced. The existing poles and brackets are servicable and will remain. Williams asked if a "pay system" for the lighting was feasible. See responded that a pay system had been used in the past; however, a cost benefit

analysis has shown that providing lighting to enable players to finish a match was most effective. See stated that the lights cannot be turned on during daylight hours due to a sensor. The lights are on a timer that cycles off. Reid said that he thought that the lights were a good idea, and would defer to staff's recommendation pertaining to the less expensive fixture and a recreational type of light with a 10-year life expectancy. Johnson said that he thought that this was a maintenance issue and should be taken care of in the normal budget cycle and was not necessary for the Committee to review. See stated that there are normal pedestrian lights on the street near the court. Davis stated that she supported tennis court lighting. Williams asked about the cost, and suggested that only one court be lit. See said that estimates are approximately \$250 per light, and there are eight lights in a fixture. Johnson suggested lighting only one court if there were budget problems; however, if there are no budget cuts planned, he would favor lighting both courts to provide a continued level of service.

Motion: Johnson moved that the Committee approve the request that the tennis courts be lit to the standard level, as described by staff. Reid seconded the motion.

Vote: Davis, Johnson, Knop, Reid, and Williams voted AYE. The vote was 5/0 in favor and the motion passed.

#### SUNSET EMPIRE PARK AND RECREATION DISTRICT (SEPRD) ANNEXATION

Mays updated the Committee, stating that SEPRD Director Mary Blake approached the City to annex of the remainder of Cannon Beach to the Parks District. The matter must appear on the ballot for voter approval. The City Council did not endorse the matter; therefore, Blake must gather the required signatures for the annexation matter to be placed on the November 2011 ballot. Mays noted that SEPRD has provided financial support for the skatepark and operates the *Summer Parks Program*. Davis expressed concern that SEPRD might use the Earth Day Street Fair as an opportunity to promote annexation. Reid reminded the Committee that Surfrider had a petition at their Street Fair booth last year, and thought that booths were an appropriate place for petitions, rather than circulating petitions by walking around. In response to a comment by Davis, Mays stated that Director Blake plans to conduct educational forums in Cannon Beach to find out what types of Park District services the community may be interested in.

#### TRAIL AND CHRISTIAN CONFERENCE CENTER STATUS

Mays reported that the City Attorney is drafting an agreement for the City Council to review pertaining to the matter, and may be slated for review in April.

#### EARTH DAY REPORT

Knop reported that the Earth Day Committee met and amended the schedule of events. Williams was asked to provide a face painting event. Davis is working on a schematic for the tables and the deck area of the bank. Davis will notify See regarding the number of tables needed and where the tables need to be delivered. See will coordinate with Kirk Anderson, Public Works Staff. The next meeting of the Ad Hoc Committee will be on March 21st. Knop said that plans were going smoothly, and the paper shredding event will be held from 10:00 a.m. to 2:00 p.m. on Earth Day, at City Hall. Reid has contact the Bank pertaining the use of the parking lot, and is in the process of securing the parade permit. Reid asked if the \$150 was approved for the fiddle player. Mays will investigate.

#### TOLOVANA WAYSIDE REPORT -

Williams reported that she met with staff from Oregon State Parks and received an outline of the tasks involved in the *Adopt a Park* program. Williams will likely assign volunteers to a work in one week increments. She will bring the equipment to them and will work with them. They have begun cleaning up the north side of the

Wayside. There are vests and hats to be worn during the work sessions. Williams reminded the group that a liability waiver needs to be signed and a test needs to be taken. In response to a question by Davis pertaining to minors volunteering, Williams stated that the waivers must be signed. Williams asked if a dog waste station could be placed by the playground. Anderson stated that ten stations have been ordered. Williams will request permission from State Parks to use their pole.

#### PARKS HISTORY PROJECT

No report.

#### ECOLA TRACT ADVISORY COMMITTEE REPORT

The Advisory Committee will be appointed at the April 5th Council meeting.

#### GOOD OF THE ORDER

Williams distributed photo on rip tides that could be incorporated into a brochure.

Davis reported that the Sunset Empire Transportation District is implementing major cuts to transportation routes and will be laying off 30 employees. See said that the City Council would be reviewing the matter.

The consensus of the Committee was to attend the tree planting at 9:00 a.m. on April 21st in lieu of the regular April meeting.

Barbara Linnett reported on the Palette Group, and said that a "first map" is being produced for distribution showing the established trail. Inventory is continuing pertaining to birds and plants. A trail party is planned for Saturday, March 19th.

The Community Grants are due April 27th, and packets will be available on April 29th.

#### ADJOURNMENT

Chair Knop adjourned the meeting at 10:30 a.m.

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Stephanie McGuire, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, May 19, 2011  
Council Chambers

Members: Chair Barb Knop, Eliza Davis, Ed Johnson, Robert Reid, Robin Risley, and Jean Williams

Staff: City Manager Rich Mays, Public Work Director Mark See, Utility Worker II Kirk Anderson, and Administrative Assistant Stephanie McGuire

CALL TO ORDER

Chair Knop called the meeting to order at 9:03 a.m.

APPROVAL OF MINUTES OF MARCH 17, 2011

Reid requested the following amendment pertaining to the Earth Day Report: "...if the \$150 for the fiddler was *approved*."

Motion: Reid moved to approve the minutes of March 17, 2011 as corrected; Johnson seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley, and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

EARTH DAY REPORT

Knop said that she thought that Earth Day was a good event and suggested evaluating only the events that the Parks Committee was responsible for. Knop reported on the tree planting event with the elementary school children involved and thanked Public Works operational staff for their help. Knop said that she would like to see the event continued. Johnson thanked Knop for facilitating the event. Friday was the shredding event and 14,798 pounds of paper were shredded. Knop suggested that more Committee volunteers be involved in the event to assist the public. See suggested that the Committee consider limitations next year. The Committee thought that the event was fine and should be continued. The Street Fair was held on Saturday. Davis thought the event went well, with one no-show. Davis suggested opening the Fair to more participants. Williams reported on the Face Painting and on the Saturday Parade. Williams thought that most of the face painting activity might be moved to after the Parade. Risley said that the Chamber event on Saturday was not well attended, and thought that holding the event on the Easter weekend may have impacted attendance. It was noted that there were many shirts and bags left, but enough shirts were sold to pay the invoice. The design was discussed. Williams said that the Easter Parade and Easter Bonnet event had no turnout. The Committee commented that the 12 days were successful, but long. In response to a question by Johnson, Risley said that it was the consensus of the subcommittee that the "12 Days of Earth" concept and slogan would be retained.

ECOLA TRACT ADVISORY COMMITTEE REPORT

Reid reported that one organizational meeting has been held. He said that all material pertaining to the Ecola Tract is available on the City's website. The next meeting is scheduled for next week.

## NATURAL HISTORY PARK STEERING COMMITTEE REPORT

Knop reported that the consultant had been introduced and groups created to organize inventories of their assigned areas.

## TRAIL AND CHRISTIAN CONFERENCE CENTER STATUS

Mays said that a draft easement agreement would be presented to the City Council on June 14th. He noted that the approval process includes the City Council, Planning Commission, and Design Review Board and may take about nine months.

## TOLOVANA WAYSIDE REPORT

Williams said that some work had been done at the Wayside, including sand removal and cutting back debris. Williams thanked the City for removing the debris. In response to a question by See, Williams said that the recycling stations seem to be working, but that crowds have been small. Williams has asked the State for permission to install more dog waste stations.

## PARKS HISTORY REPORT

Reid had no report.

## TENTS IN PARKS

See said that the question had been raised about amending the “no tents in parks” regulation for certain permitted events. Davis asked if the proposed tents were enclosed or canopy. Anderson reported that the rule was implemented about six years ago because of a huge 3-day event, complete with several 1000 square foot tents. Williams said that she would not support tents for private events. See reminded the Committee that no reservations are allowed for the parks. Anderson agreed that defining the tent type and size should be part of any policy. Davis suggested defining the area where the tents could be located. Children’s Center representatives said that they would like to be able to utilize a larger area of the park at their Run event in October. Johnson said that he had seen tents near the Chamber of Commerce. Anderson clarified that Chamber property is not a park.

Motion: Johnson moved to direct Public Works staff to review the existing Ordinance and report to the Committee at the June meeting. Risley seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley, and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

## COMMUNITY GRANTS

Knop called for a presentation by the Children’s Center. Director Catroina Penfield, and Board Members Brian Taylor and Kelly Ayres were present to respond to questions. Knop disclosed that she is a member of the Children’s Center Board of Directors. Risley asked why the Children’s Center was asking for much more money than previous years. Taylor responded that attendance was down, salaries have been raised to a level that is more reflective of child care providers, health insurance premiums have increased, and that many preschoolers have graduated. Ayres said that health insurance premiums have increased about 13%, which is what is driving the increase in the grant amount. Penfield said that the employees do not pay any portion of the premium. Ayres said that the City wanted health insurance to be provided to the employees. Davis clarified that

the City was not requiring the Children's Center to provide health insurance, but that the Committee desired that health insurance be available to Children's Center employees. Davis also said that she thought that a portion of the premiums should be paid by the employee. Davis asked why the Children's Center is not applying to other communities for grant funding. Ayres said that the families served either work or live in Cannon Beach, and that it is hard to get funding from other Cities. Williams said that it is very important for the Children's Center to apply for additional grant funding from other sources and communities. Penfield said that other grants sources are being investigated. In response to a question by Williams, Ayres said that "corporate donations" was a way to separate income sources. Williams suggested that the Children's Center approach corporations with employees that utilize the Children's Center for donations. Penfield said that the Sea Sprite does donate on behalf of their employees. Reid said that he thought that corporations in the area should donate to the Children's Center. Williams said that corporations in the surrounding area should be approached for donations as well. Risley said that she paid higher child care costs to have her child cared for in Cannon Beach, and suggested that local corporations be approached for donations. Reid noted that there are fewer grant funds available this year. Johnson spoke about the costs of child care, and the impact on businesses of community fund raising. Johnson complimented the Children's Center on the fund raising Run that was held last year. Reid concurred with Johnson pertaining to the fund raising efforts of the Children's Center. Reid said that he would draft a letter of support for the Children's Center. Johnson asked about the cost per child per day, and if more low-income residents were being served. Penfield reported that 3 families receive DHS subsidies, and 2 receive military subsidies. Penfield said that pre-school rates are \$2.95/hour, and infants/toddler rates are \$3.25/hour. Ayres said that the Children's Center would like to establish a scholarship fund too. Davis asked if demographic statistics show that families are not moving into the area. Penfield said that the infant care is maintaining the budget projections; pre-school income projections have dropped because a large class of 12 graduated, and many pre-school children are enrolled for a portion of the day. The Children's Center representatives were thanked by the Committee.

Risley discussed her concerns about the Children's Center grant application, including the salaries and insurance premiums. Johnson discussed the importance of health insurance. Davis said that she did not think that the Children's Center numbers would improve, because the numbers of small children do not exist in the community and the demographic group is not increasing in Cannon Beach. Knop said that one of Penfield's qualifications was her grant writing experience, and that she is spending more time the classroom.

Risley said that she did not have any concerns about the SEPRD grant applications. SEPRD representatives did not attend the meeting.

The Committee discussed several grant applications and the decision making process.

#### GOOD OF THE ORDER

See reported that some of the local skaters had asked if it was possible to have an event at the Skate Park. Risley asked about liability. See said that a waiver would be required. Knop asked if a representative could attend the next meeting and report to the Committee. Johnson said that he did not think that parks could be reserved.

Davis announced that the Pacifica Project is looking for volunteer judges on June 1st.

#### ADJOURNMENT

Chair Knop adjourned the meeting at 11:00 a.m.

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Stephanie McGuire, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, June 16, 2011  
Council Chambers

Members: Chair Barb Knop, Eliza Davis, Ed Johnson, Robert Reid, Robin Risley, and Jean Williams

Staff: City Manager Rich Mays, Public Works Director Mark See, and Administrative Assistant Stephanie McGuire

CALL TO ORDER

Chair Knop called the meeting to order at 9:05 a.m.

APPROVAL OF MINUTES OF MAY 19, 2011

Pertaining to the Earth Day Report, last sentence, Risley noted that the decision was a consensus of the Earth Day Committee to retain the slogan. Knop noted that the Chamber event was on held on Saturday, not Sunday.

Motion: Johnson moved to approve the minutes of May 19, 2011 as amended; Risley seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

ECOLA TRACT ADVISORY COMMITTEE REPORT

Reid reported that language changes were discussed at the past meeting and that the definition of passive recreation will be a focus of the committee. Planner Rainmar Bartl has four different walks through the property scheduled for July and August. The public is invited and descriptions of the walks are on the City website. The next meeting will be on June 29.

NATURAL HISTORY PARK STEERING COMMITTEE REPORT

Knop reported that committee has been segregated into several groups that will each inventory and work on their assigned topics.

TRAIL AND CHRISTIAN CONFERENCE CENTER STATUS

Mays reported that the agreement has been finalized and is now public document. The next step is the scheduling of the public hearings and land use processes.

NO SMOKING SIGNS IN PARKS

Mays reported that he has been approached from Mr. Blakesley, who is trying to get *No Smoking* signs placed in parks throughout the area. Mays recommended that any further discussion be tabled until an actual sign is available for review by the Committee.

## TOLOVANA WAYSIDE REPORT

Williams said that she plans to set up a station with the Wayside volunteers for the Sandcastle event. Williams said that the mowing has been going well and that she is working on organizing fundraising to keep the current sculpture at the Wayside.

## PIONEER HOUSE

Pat Burness, Director of the Women's Resource Center, reported on the actions leading to the Women's Resource Center Board decision to close Pioneer House set for June 30, 2011. Pioneer House is a domestic sexual violence center, not a homeless shelter. Funding comes from the Justice Department because it is for a domestic sexual violence center, and it has been difficult to find other funding sources for Pioneer House. Pioneer House does not qualify for homeless funding, because it is not a homeless shelter. Burness reported that Hutchins House will be opening on August 1, 2011, as a shelter for domestic sexual violence victims and families and as a law enforcement resource for a temporary (24-hour) homeless shelter. Burness asked that the Committee support Hutchins House, and that the grant application for Pioneer House be transferred to Hutchins House. Hutchins House will be a program of the Women's Resource Center, so future funding requests will be through the Women's Resource Center.

## SKATE PARK EVENT

Mike Marshall and Brandy Tabor from Sunset Parks and Recreation District were introduced. Tabor reviewed the various skate events that she has coordinated at the Seaside Park, noting that the events typically last 2-3 hours. Marshall reported on the success of the events that have been held in Seaside and noted that there is a great deal of family participation. Marshall said that SEPRD is very flexible regarding dates for the event, and that the event does not have to be held in the summer. It is an opportunity for Cannon Beach skaters to have "home park" advantage. Reid asked if there was a conflict pertaining to the rule regarding *reserving* a park. Tabor said that the events are open to anyone to participate and that the parks are not closed to the public during an event.

Motion: Johnson moved to support a skate park event sponsored by the Sunset Empire Parks District; Risley seconded the motion.

Reid said that he thought that the event should be supported as a trial or pilot event, so that there would be no precedent setting regarding scheduled events in the park, and that the event should not conflict with the summer seasons for the parks. He noted that the skate park is a "specific use" park, which is different from the other City parks.

Johnson withdrew his motion, and Risley withdrew the second.

Williams asked whether or not this would be a fund raising event. Halliburton noted that fund raising events can become problematic with use of a public facility. The consensus was that this would not be a fund raising event and that the event would be hosted by SEPRD, not the City of Cannon Beach.

Motion: Reid: moved that Parks and Community Services Committee recommend to the City Council that the proposed Skate N Ride event be permitted as a "pilot" event in order to observe any impacts on the /City parks for specific "reserve" issues; that specific hours for the event shall be set and the event shall be scheduled for a time of year that will not conflict with major use time periods in the parks; the event shall not conflict with other uses of the parks; that this event is subject to a specific use park, the Skate Park; the event shall be hosted by SEPRD, not the City of Cannon Beach; that all skate park rules shall remain in effect; and that there shall be no vending. Johnson seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

### PARKS HISTORY REPORT

Reid had no report.

### TENTS IN PARKS

See reported that a request had been made by the Children's Center to erect a tent in the Main City Park last year for their 5K Run event. Risley said that she is very concerned about the impact of allowing any tents in the parks, and one event or even several hours of use can severely damage the parks. Williams concurred with Risley and said that headquarters for an event could be set up anywhere. Reid questioned whether or not the Code language needed to be changed. See also reviewed the language pertaining to using barbecues. Knop and Reid said that they would support the change to the rule pertaining to using barbecues. The consensus of the Committee was to keep the current language pertaining to not allowing tents in parks.

Motion: Reid: move to recommend to the City Council to amend the Municipal Code Title 12, Chapter 12.42, Park Code, 12.42.040 Restrictions, C to read: "No person shall build any fire within a park except within personal barbecues for the purpose of food preparation." Risley seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

### PARKS HISTORY PROJECT

No report.

### COMMUNITY GRANTS

Mays stated that the budget has been passed by the Budget Committee and is set for formal action by the Council on June 28th. At this time, the line item amount for Community Grants is \$128,000.00.

Knop said that the Committee needed to determine how to address the Pioneer House grant application and the Women's Resource Center. It was the consensus of the Committee to transfer the Pioneer House application to the Hutchins House. The grant applications were discussed at length.

Johnson said that he attended the ASPIRE workshop. Risley said that she had difficulty with the ASPIRE application using grant money for food.

Davis said that she could not support the purchase of a camera to confirm information that may already be known and that she felt that the technology for the camera was limiting; however, she does support the work of the Ecola Watershed. Risley said that she would like to give more money to the Seaside Robotics Team.

Knop said that she gave one third of the amount requested by the Chorus because one third of the events scheduled by the Chorus were held in Cannon Beach. Reid said that he preferred to support organizations that feed people, this year. Reid thought that the documents from the Hispanic Council were very obscure, and he thought the application did not provide very good information. Davis said that she was very happy to hear that a dental van is available and would like to know the dates of availability.

Motion: Johnson moved to recommend to the City Council, the following awards for the Community Grants. Reid seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

<b>ORGANIZATION</b>	<b>2011-12 AMOUNT REQUEST</b>	<b>FINAL RECOMMENDATION OF COMMITTEE</b>
Cannon Beach Arts Assoc. Artists Grant	13,000.00	8,333.33
Cannon Beach Children's Center	71,940.00	58,291.00
Cannon Beach Cho	2,500.00	1,488.83
Cannon Beach Community Food Systems	7,500.00	6,208.33
Cannon Beach Elementary School (Outdoor)	1,200.00	1,083.33
Cannon Beach Elementary School (PTO)	2,354.00	1,820.83
Cannon Beach Historical Society	890.00	672.67
Cannon Beach Library	11,000.00	10,011.67
Clatsop CASA Program	3,000.00	2,241.67
Clatsop Community Action	10,000.00	8,166.67
Ecola Creek Watershed	1,200.00	916.67
Women's Resource Center	3,000.00	3,000.00
The Healing Circle	1,500.00	1,333.33
Lower Columbia Hispanic Council	2,000.00	1,317.50
Partners for Seniors	2,000.00	1,766.67
Pioneer House/WRC Hutchins House	3,000.00	2,833.34
Restoration House	5,000.00	4,000.00
Seaside Hall (Little Yellow House)	1,000.00	875.00
SHS - ASPIRE	700.00	450.00
SHS - Robotics Team	175.00	247.50
Drop In After School (SEPRD)	500.00	283.33
Scholarships (SEPRD)	1,000.00	750.00
Tolovana Arts Colony	12,000.00	8,225.00
Wildlife Rehab Center	4,500.00	3,683.33
<b>TOTALS:</b>	<b>160,959.00</b>	<b>128,000.00</b>

GOOD OF THE ORDER

Knop announced that the trail work party has been scheduled for Saturday, June 25, from 10:00 a.m. to 1:00 p.m.

Knop distributed a draft resolution prepared by Reid encouraging private corporate support for the Cannon Beach Children's Center, based upon the discussion last month. The resolution was discussed.

Motion: Reid moved to authorize Knop to sign the resolution on behalf of the Committee and send it to the Children's Center. Risley seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

#### ADJOURNMENT

Chair Knop adjourned the meeting at 10:50 a.m.

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Stephanie McGuire, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, July 21, 2011  
Council Chambers

Members: Chair Barb Knop, Eliza Davis, Ed Johnson, Robert Reid, and Jean Williams

Excused: Robin Risley

Staff: City Manager Rich Mays, Public Works Foreman Cruz Flores, Utility Workers Kirk Anderson and Jo Grudenic, and Administrative Assistant Stephanie McGuire

CALL TO ORDER

Chair Knop called the meeting to order at 9:00 a.m.

APPROVAL OF MINUTES OF JUNE 16, 2011

Motion: Reid moved to approve the minutes of June 16, 2011; Williams seconded the motion.

Vote: Johnson, Knop, Reid, and Williams voted AYE. The vote was 4/0 in favor and the motion passed.

ECOLA TRACT ADVISORY COMMITTEE REPORT

Reid reported that the public survey was reviewed at the June 29th meeting. The first of four hikes by Planner Rainmar Bartl. There are a total of four different walks through the property scheduled for July and August. The public is invited and descriptions of the walks are on the City website. The first public meeting for the forest plan was held.

NATURAL HISTORY PARK STEERING COMMITTEE REPORT

No report.

Davis arrived at 9:05 a.m.

TRAIL AND CHRISTIAN CONFERENCE CENTER STATUS

Mays reported that the agreement has been finalized for the easement and land exchange and is now a public document. The process will be very lengthy. The next step is for the County to approve the exchange due to a reversionary clause. After County approval, public hearings for the land use processes will begin.

NO SMOKING SIGNS IN PARKS

Mays introduced Steve Blakesly, Clatsop County Health Department, who is trying to place *No Smoking* signs in parks throughout the County. Blakesly displayed the proposed signage, which has a voluntary compliance message. There will be no enforcement. Blakesly said that the proposed location would be near play structures, and he reviewed the locations of other signs placed throughout the cities in the County. The sign design is by an Astoria girl, and was selected from a children's contest. Williams said that she would support the signs being posted by the play structures. Reid said that he does not see anything wrong with the signage, and liked how the message was presented. He asked if there was a maintenance issue. Mays suggested letting the Parks staff determine where to place the signs. Knop said that she would like to see a sign placed near the trail. Davis

supported the signage. Johnson cautioned about sign pollution, which would take away from the message of the sign. He complimented the sign design. Kirk Anderson stated that he would work toward placing the signs on existing structures, rather than planting additional sign posts.

Motion: Reid moved to approve the *No Smoking* signage, the placement of the signs at the following locations: Main City Park play structure, Skate Park, Tolovana Wayside play structure, RV Park play structure, Spruce Reserve Trail kiosk, and to give the discretion to place additional signage and the continuance of the sign program to the Public Works staff; Davis seconded the motion.

Vote: Davis, Johnson, Knop, Reid, and Williams voted AYE. The vote was 5/0 in favor and the motion passed.

Blakesly thanked the Committee for their support.

### TENTS IN PARKS

Mays said that the matter will be referred to the City Council at the August meeting. Knop said that the size of tent, time of year, location, and who could have a tent would all have to be considered. Williams suggested the possibility of limiting tents to non-profit organizations that are located within the City, and for certain times of the year. Reid said that the initial attitude of the Committee was to oppose tents because of the potential quagmire that would develop. Davis said that she preferred that the committee not have to work out the language, and that she was not in favor of tents because of the damage to the park turf, especially in wet weather. Johnson said that he did not support tents in the parks because of the limited space in the parks, and that tents in the parks intrudes upon the general public's right to access the portion of the park where the tents are. Anderson said that there are no reservations allowed at the parks. If someone wanted to put up a tent, they would have to claim an area not occupied by anyone else. Davis asked why the Children's Center was allowed to put up a tent last year for their run event. Anderson said that the tents were placed on Chamber of Commerce property, and not in the park.

Mays reviewed possible language for his staff report for City Council, including possibly permitting small tents utilizing certain sections of the park only, at certain times of year, for City located non profits only. Mays also noted that there was no consensus by the Committee pertaining to allowing tents nor was their any consensus on language for the Municipal Code change, due to the Committee's opinion that allowing tents would create a quagmire of problems.

### SKATE PARK EVENT

No report.

### COMMUNITY GRANTS AND CITY POTLUCK AUGUST 4TH AT 6:00 P.M.

Mays reported that the City potluck will be held at the Chamber of Commerce.

### PARKS HISTORY PROJECT

No report.

### TOLOVANA WAYSIDE REPORT

Williams said the *The Friends of Tolovana Wayside* has been formed to raise funds for the purchase of the sculpture, *Salmon Journey*, to remain at the Wayside. Mays said that the Council did not approve funds for the sculpture at their last meeting, but that the Council stated that they would consider the matter at a future meeting. Mays said that he would place the matter on the August Council agenda. Williams reported on fundraising plans including letters to be mailed.

GOOD OF THE ORDER

Johnson said that someone had complained to him about odor from the manhole on the Spruce Reserve trail. Staff responded that the odor is from the headworks.

The Committee thanked staff for their work on the Community Grants.

ADJOURNMENT

Chair Knop adjourned the meeting at 10:00 a.m.

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Stephanie McGuire, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, September 15, 2011  
Council Chambers

Members: Chair Barb Knop, Eliza Davis, Ed Johnson, and Robert Reid

Excused: Robin Risley and Jean Williams

Staff: Public Works Director Mark See and Administrative Assistant Stephanie McGuire

CALL TO ORDER

Chair Knop called the meeting to order at 9:01 a.m.

APPROVAL OF MINUTES OF JULY 21, 2011

Motion: Reid moved to approve the minutes of July 21, 2011; Davis seconded the motion.

Vote: Davis, Johnson, Knop, and Reid voted AYE. The vote was 4/0 in favor and the motion passed.

ECOLA TRACT ADVISORY COMMITTEE REPORT

Knop stated that a representative from the Fish and Wildlife Service and Jerome Arnold had attended the last meeting of the Advisory Committee and had provided information pertaining to fish. The City staff-led walks were reviewed. Davis asked about the status of the OWEB (Oregon Watershed Enhancement Board) grant. See stated that an inventory of the area is underway. See said that some of the grant funds will be applied to the bond under the terms of the grant, but that will not happen for some time. Davis expressed concerns about the OWEB document and thought that the document restricted activity in the area. Davis' understanding was that the Advisory Committee had the authority to determine what activities are permitted in the watershed area, and that OWEB must approve the management plan that the Advisory Committee puts forth. She felt that the OWEB document currently restricts dog walking, biking, and other activities. Davis read portions of the draft document supporting her questions and comments. Reid discussed the easement. Davis asked about existing roads. See stated that Burn Road and the access road/trail for the powerline maintenance are defined as roads. The Committee asked that Rainmar Bartl attend the next meeting to provide an update.

NATURAL HISTORY PARK STEERING COMMITTEE REPORT

Knop reported that Committee has been segregated into several groups that will each inventory, but not much was completed during the summer. The next meeting is scheduled for early October.

TRAIL AND CHRISTIAN CONFERENCE CENTER STATUS

See reported that the survey has been completed, and documents are being prepared to begin the land use process. Barbara Linnett announced that a public meeting has been scheduled for October 24th. Knop stated that Barbara Linnett is the representative from the Palette Committee. Linnett reviewed the Palette Committee plan for the adoption of ten sections of the existing trail for voluntary maintenance. Linnett said that the 3rd Saturday of the month work parties would continue, and that the adoption plan would be introduced at the

October 24th public meeting. Davis asked about re-graveling of the trail. See said that a seasonal plan would be developed. Anderson explained that six hours every two weeks is slated for staff maintenance work on the trail, noting that weeds are growing in the gravel, but staff will not be pulling the weeds. The focus of the staff maintenance has been to keep vegetation on the sides of the trail from encroaching onto the trail surface. See stated that the ADA Auditor has reviewed the trail and trail surface and has offered ADA compliant surface suggestions.

Motion: Reid moved that the Parks and Community Services Committee formally endorse and support the Friends of the Cannon Beach Trail *Adopt a Trail* Program; Johnson seconded the motion.

Vote: Davis, Johnson, Knop, and Reid voted AYE. The vote was 4/0 in favor and the motion passed.

### TENTS IN PARKS

Knop reported that City Council has directed the Parks and Community Services Committee to review the language and submit their recommendation to the City Council. See said that the Council adopted the ordinance with then intention that the the Parks and Community Services Committee would review the Council-adopted language and make a recommendation to Council. Knop stated that the Children's Center "Rock the Beach" event has not been able to secure the band, so the tents will not be used this year. The event will utilize the Chamber of Commerce area instead. Johnson asked if the tents could be placed in the tennis court, as an alternative. See stated that the tennis court surface is easily damaged, and that the rules are posted at the courts. Johnson said that he thought that there was consensus from the Parks Committee at previous meetings and that the consensus was that the tents should not be allowed in the parks. Johnson felt that this consensus was agreed to at both meetings when tents in parks were discussed. Reid said that he thought that the Committee had no overall consensus on what tents in the parks language should include. Reid said that the Committee had many issues that they thought should be addressed if Council wanted to change the parks rules and that the Council language in Ordinance 11-03, that was just adopted, has many grounds to challenge. Specifically, Reid thought that the Council approved language that the tents should not interfere with other park activities and that tents should not damage the park was open-ended, unclear, and problematic. Reid said that he could not see how a tent would not interfere with park activities and how a tent would not damage the park. Johnson asked for clarification on the ordinance. See stated that the ordinance was adopted and that the ordinance does allow the Children's Center to have a tent in the park this year.

Reid said that his recommendation to Council would be to rescind the ordinance. Reid said that his opinion is that he is not in favor of tents in the park because placement of tents uses public space for private use. Johnson said that he appreciates that Council is offering the Parks Committee the opportunity to refine the Council decision. Davis said that she thought that perhaps testing the ordinance by authorizing a tent for a one-time event, could be good; however, Davis thought that the current ordinance language (Ordinance 11-03) is very difficult to support. Davis asked if language regarding financial responsibility for damage to the park could be included. In response to a question by Davis, Anderson cited the recent use of Les Shirley Park, Haney Addition, for a huge event that was very successful, had no tents, and caused no damage to the area.

Johnson stated that the language of noninterference with "other park activities" compromises the public use of the park, and has the potential to lead to a reservation system and other pitfalls. Johnson said that the space for the park is very small, but has many activities. Adding a tent, changes the philosophy of the park because it would restrict the use of the park and park activities. Johnson suggesting using the overflow parking area, the RV parking area, or the beach as alternative areas for tents, rather than a park.

Reid suggested rescinding the ordinance as soon as practical. Johnson and Reid stated that they do not support tents in the park.

Motion: Johnson moved that that the Parks and Community Services Committee recommend that the City Council rescind Ordinance 11-03, relative to tents in the park, as soon as practical. Reid seconded the motion.

Johnson asked Knop to recuse herself from the vote, due to her position on the Board of the Children's Center. Knop recused herself from the vote.

Vote: Johnson and Reid voted AYE; Davis voted No.. The vote was 2/1 in favor and the motion passed.

Davis explained that she was on the fence about the issue, but was willing to give the tents in the park a limited chance.

#### PARKS HISTORY PROJECT

No report.

#### TOLOVANA WAYSIDE REPORT

Barbara Linnett said that outfall bacteria test counts were high at the Tolovana Outfall, and discussed Council approved signage for the Gower Street outfall. She said that test results are reported on the City website, and noted that Tolovana is a State Park, and that DHS testing has concluded for the year. However, regular City testing continues. Johnson stated that he supports the testing and signage, and would like to see the nuisance ordinance pertaining to feeding the birds and wildlife resurrected and passed.

Linnett stated that the monthly work parties at the Wayside are continuing, as well as fund-raising for purchasing the sculpture for the Wayside.

#### COMMITTEE TERMS ENDING DECEMBER 2011

Knop announced that Risley's term would be ending in December, and that Reid has the opportunity to reapply. Reid indicated that he would likely reapply.

#### GOOD OF THE ORDER

Johnson asked if the Children's Center was looking for volunteers for their *Rock the Beach* fundraiser to be held on October 1st. Knop stated that volunteers were needed for the event.

Reid encouraged everyone to attend the trail work parties on the 3rd Saturday of each month.

OWEB will be at the City on October 5th.

#### ADJOURNMENT

Chair Knop adjourned the meeting at 10:15 a.m.

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Stephanie McGuire, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, October 20, 2011  
Council Chambers

Members: Chair Barb Knop, Eliza Davis, Ed Johnson, Robert Reid, Robin Risley and Jean Williams

Staff: City Manager Rich Mays and Administrative Assistant Stephanie McGuire

CALL TO ORDER

Chair Knop called the meeting to order at 9:01 a.m.

APPROVAL OF MINUTES OF SEPTEMBER 15, 2011

Motion: Johnson moved to approve the minutes of September 15, 2011; Williams seconded the motion.

Vote: Davis, Johnson, Knop, Reid, Risley, and Williams voted AYE. The vote was 6/0 in favor and the motion passed.

ECOLA FOREST RESERVE ADVISORY COMMITTEE REPORT

Planner Rainmar Bartl announced that Knop and Reid were the Chair and Vice Chair of the Ecola Forest Reserve Advisory Committee, and noted that the Committee would be meeting twice monthly beginning in November. He suggested that the Advisory Committee update the Council and the Parks Committee on a regular basis. A community survey has been distributed, and 376 responses have been received to date. Three public meetings and informational sessions are scheduled beginning on November 30th. The inventory of the area and the results of the survey will be shared at that time. Discussions have begun regarding the recreational element of the Ecola Forest Reserve Management Plan, including walking trails and biking. Agendas, minutes, and audio recordings of the meetings are available on the City website. Bartl gave an overview of the projected topics and timelines. Davis said that her concerns pertained to the OWEB (Oregon Watershed Enhancement Board) grant. Bartl explained that the grant is in the paperwork phase, and that the grant funds will be placed into an escrow account for ten years, with the grant funds being applied to the bond at the ten-year point in time. Bartl responded to questions by the Committee, and stated that the adopted Management Plan can override the standards in the conservation easement. Johnson said that he was very comfortable with the process and that the Parks Committee interests will be conveyed to the Ecola Forest Reserve Advisory Committee, via Parks representative Reid. Johnson complimented the Advisory Committee on the survey. Reid reported that Consultant Barry Sims, Trout Mountain Forestry, provided identification information on tree specie and wildlife interests in the area, and on the logging roads in the Reserve. Reid noted that four experts in forestry, fish, and wildlife provided information at the meeting. In response to a question by Davis, Bartl said that some of the consultants are different; however, Barry Sims was on the 220 acre Management Plan consulting team.

NATURAL HISTORY PARK STEERING COMMITTEE REPORT

Knop reported that Committee has been divided into three groups to be surveyed: non-profits, inventory from Ecola Park to Oswald West, and the natural areas. Three public meetings are planned.

TRAIL AND CHRISTIAN CONFERENCE CENTER STATUS

Mays reported that HLB is preparing the plan that will be used in the applications for the land use process.

## TENTS IN PARKS

Mays said that City Council has directed the City Attorney to prepare documents to rescind the adopted ordinance. Mays said that three Councilors are in favor of tents in the parks, and two Councilors are opposed. Mays asked if the Parks Committee would be interested in developing language pertaining to the use of tents in the parks. The consensus of the Parks Committee was to form a subcommittee to meet to develop a recommendation. Mays suggested the following parameters for discussion: Which parks and which areas of each park could be used? Is a permit, deposit, or fee required? What time periods during the year and what hours would tents be permitted? What size could the tents be and how many tents would be allowed? Which groups could use tents, i.e. City residents, non-profits, etc. Mays said that the City Attorney reported that the City can restrict use as long as use was not restricted to a protected class.

Johnson said that the Council is split on the issue, and that the Parks Committee is split on the issue. Johnson said that the language in the current Code would have to be resolved pertaining to reservations in the parks before the issue of tents could even be discussed. Williams said that Tolovana Wayside allows tents and that groups could have their events at the Wayside as an alternative venue to the City parks. Johnson suggested that the school property might be a possibility for an event as well. Johnson expressed concern that tents in City parks negatively impacts City expenses and staff time.

The date for the subcommittee meeting was set for Thursday, October 27, at 3:00 p.m..

## PARKS HISTORY PROJECT

Reid said that the recorders are available for use. Knop has used the recorder.

## TOLOVANA WAYSIDE REPORT

Williams reported that \$5,000 had been received for the purchase of the sculpture and the sculpture will be moved by the City. Williams has mapped the existing trees and will submit a plan to the DRB Chair to replace the trees that have blown down. Johnson suggested that a tree aging plan be developed, so that the area does not become bare when the remaining trees blown down or die.

## CITY POTLUCK SPONSORED BY CITY AND FRIENDS OF THE TRAIL

Knop announced that the potluck will be on October 24th, from 6:00-8:00 p.m., at the Chamber of Commerce. The City will provide pizza at the potluck. Barbara Linnett said that the palette document, inventories, and master plan will be presented at the potluck.

## GOOD OF THE ORDER

None

## ADJOURNMENT

Chair Knop adjourned the meeting at 10:10 a.m.

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Stephanie McGuire, Administrative Assistant