

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, January 21, 2016  
Council Chambers

Members: Chair Barb Knop, Robin Risley, Jillayne Sorenson, Jean Williams, Eliza Davis and Todd Rowley

Excused:

Staff: Public Works Director Dan Grassick, Parks Department Lead Utility Kirk Anderson and  
Administrative Assistant Jennifer Barrett

CALL TO ORDER

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

ELECTION OF OFFICERS

Knop asked for nominations for Chair.

Risley nominated Knop for Chair; Sorenson seconded the nomination.

Vote: Knop, Risley, Sorenson, Williams & Rowley voted AYE. The vote was 5/0 in favor and passed.

Davis arrived 9:04

Knop asked for nominations for Vice Chair.

Williams nominated Risley for Vice Chair; Rowley seconded the nomination.

Vote: Knop, Risley, Sorenson, Williams, Davis & Rowley voted AYE. The vote was 6/0 in favor and passed.

APPROVAL OF MINUTES OF DECEMBER 17, 2015

Motion: Risley moved to approve the minutes of December 17, 2015 as amended; Williams seconded the motion.

Vote: Knop, Williams, Sorenson and Risley voted AYE. The vote was 4/0 in favor and the motion passed. Davis and Rowley abstained as they were not present at the meeting.

MONTHLY STATE OF THE PARKS

Anderson reported the last month they've completed the annual tree pruning with the roads department, spent time cleaning up at Les Shirley park, working on flower bed maintenance, and the skate park project has been completed. In response to Risley's question if there are any blockages where water was not running into the drain system, Anderson replied a storm drain was plugged on Coolidge which was quickly cleaned up. Anderson noted the sand bar changes at Ecola Park, a discussion ensued.

ECOLA RESERVE MANAGEMENT PLAN

**Ecola Creek Forest Reserve Map**

Knop reported Barnes will give an update at the February meeting. Davis noted she sent Barnes several of the maps she walked in the Reserve. Grassick added Barnes received authorization to move forward with the roads

study.

#### ECOLA CREEK WATERSHED COUNCIL

Knop reported the meeting is Monday at 4:30 at City Hall. They are working on a tree planted project to be held on January 30th.

#### MARINE DEBRIS UPDATE

Grassick reported there hasn't been an increase, however there has been a lot of erosion. Anderson added it's been typical for the time of the year.

#### TOLOVANA WAYSIDE REPORT

Williams reported there is not much going on

#### NECUS' VISIONING PROCESS

Knop reported the work group will continue to meet at 11 am following the committee meeting. Risley reported the information for the welcoming pole has been collected and will go to the Design Review Board (DRB) in February. Grassick added the DRB application has been submitted. Grassick noted the challenges for the location selected. A discussion ensued regarding the funding of the engineering support for the welcoming pole.

#### ENTERTAINMENT IN THE PARK

Davis reported she spoke with Swank Motion Picture, a licensing committee. To show Holes on 8/22 would be \$275 for licensing. Davis noted they offer package deals if the committee wanted to do more than one movie. The package prices depend on the movies selected, noting Star Wars would be extra. A discussion ensued regarding how many movies to show. Davis suggested Holes and Hoot and asked for suggestions. Davis will bring a package deal suggestion with prices to the next committee meeting.

As a citizen, Anderson suggested City sponsored concerts with a line item in the budget and a dedicated person managing them, similar to what Farmer's Market does, a discussion ensued. Grassick will discuss further with Kucera. Risley will discuss with Court for potential Chamber involvement once additional staff has been acquired at the Chamber.

#### GENA COMMITTEE REPORT

Knop reported they met this week, Melissa Keyser from HRAP attended the meeting. Keyser reported that with Kucera and Grassick's approval she is meeting with the various community groups and organizations that protect parks, watershed and various recreation areas. There are many groups that work to protect the same resources, and HRAP with is only focused on the beach, Keyser suggests having a more encompassing program in Cannon Beach that pulls all the resources together and focuses on the entire ecosystem from land to sea. Keyser is looking into what it would take to bring the groups together and see how they would be housed within the City structure. Keyser noted the window of opportunity is there, she'll continue to meet with the various groups, boards and community members to see where this could go. Sorenson asked what she sees the advantage is, Keyser replied HRAP has approximately 200 volunteers, and with the other group's volunteers we can bring them together and pull resources into one environmental group to work together. Keyser noted the various benefits, a discussion ensued regarding potential advantages and disadvantages. Keyser noted that having additional Friends of Groups which are 501c could bring additional funds through their grant writing abilities. Grassick added this would be a natural resources environmental coordinator to get everyone together under one programmatic concept without any group losing its identity, a discussion ensued.

#### SUNSET BLVD LOOP GARDEN

Rowley reported there is no new update, adding ODOT would like to see a written report. Anderson suggested Rowley meet with Sund and Grassick to discuss the next steps. Knop suggested inviting Sund to the next meeting

to present his conceptual plan.

#### PARKS & TRAIL MASTER PLAN

Grassick reported the Professional Services Agreement (PSA) has been approved through legal, will be sent to Otak, and will go to the Council meeting in February. The citizen advisory group will meet once the PSA has been fully executed. Grassick anticipates the plan taking approximately 18 months. Risley and Knop will be representatives on the advisory group from the parks committee, a citizen-at-large chosen by the parks committee will also be in the advisory group, a discussion ensued.

#### BIKE ACCESS

Anderson reported the signs to be changed out at five existing bollards have been ordered, and one new bollard will be added. Signs will be on the north gate, and the main gate into wastewater treatment plant indicating bikes/ no bikes with duplicate signs on the other side. Grassick asked for feedback once the signs have been installed.

#### COMMUNITY GRANT APPLICATION PACKAGE REVIEW

Knop reported the revised application is in the packet. There were no revisions.

#### 12 DAYS OF EARTH DAY

Knop reported group will meet at the end of this meeting. Potential dates are April 11-22. The committee will be in charge of parade and street fair to be held on April 16.

#### GOOD OF THE ORDER

Knop reported there were two right-of-way tree removal permit applications on the table. Regarding the 5th and Larch, Risley stated the spruce to the north is leaning, however she'd like to see the one on the south have additional coring. Barrett noted the commenting process indicated in the notice. Grassick added if the trees come out, the City will approach Breakers Point for a landscaping plan, a discussion ensued.

Grassick reported the size of the trees for the removal on Ecola Park road are small some not being subject to requiring a permit, adding this will be similar to the ODOT thinning that happened on Highway 101. Grassick added the hill portion of Ecola Park Road is sliding and the trees are flagged with orange tape.

#### ADJOURNMENT

Chair Knop adjourned the meeting at 10:21 AM

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Jennifer Barrett, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, February 18, 2016  
Council Chambers

Members: Chair Barb Knop, Robin Risley, Jillayne Sorenson, Jean Williams, Eliza Davis and Todd Rowley

Excused:

Staff: Public Works Director Dan Grassick, Parks Department Lead Utility Kirk Anderson and  
Administrative Assistant Jennifer Barrett

CALL TO ORDER

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

APPROVAL OF MINUTES OF JANUARY 21, 2016

Motion: Risley moved to approve the minutes of January 21, 2016; Rowley seconded the motion.

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

MONTHLY STATE OF THE PARKS

Anderson reported last month they did minor tree pruning in dense areas and along the streets. The tennis court fence has been repaired, and the Lagoon Loop trail on the east side is officially open for bicycles and multi-use. Due to recent storms five sets of handrails at beach access points have been repaired. 54 spruce trees have been replanted and 18 were removed along Ecola Park Road. Risley noted the tennis courts look nice, Anderson added the tennis and basketball courts will be resurfaced and the skate park will be sealed this spring.

ECOLA RESERVE MANAGEMENT PLAN

Barnes reported a staff report which was essentially a progress report was presented to Council at the February 9 work session. Copies were distributed to the committee and the record file. Barnes noted it's an overview and the public works staff may have more information on some of the details in the Reserve. Barnes reported the City received approval on a grant to acquire additional property which has a tentative agreement with the property owner. The property doesn't have a lot of active recreational value, mostly wetland. Sund reported he received a request from the fire department to open the roads in the reserve for a recent search and rescue mission. Sund needed to make modest ford improvements at the north fork in order for the fire department quads to gain access. All roads are now open due to the search mission, which is earlier than normal. In response to Risley's question what does beaver forage recovery mean in Barnes staff report, Barnes replied we can't re-introduce beavers until their is more willow which is what they eat. Barnes noted this would be some years off, however the planning starts now. Sund reported there has been recent evidence of a beaver in the Reserve.

ECOLA CREEK WATERSHED COUNCIL

Knop reported the council met and is planning an ivy pull in March along the Elmwood Trail the third Saturday of the month. Knop asked Anderson to pick up ivy once it's been pulled. This Saturday will be the regular trail cleaning from 9-11 am.

## MARINE DEBRIS UPDATE

Sund reported they had one large net, Davis noted there has been a lot of microplastics.

## TOLOVANA WAYSIDE REPORT

Williams reported there is debris on the handicap ramp, Sund replied it was cleared yesterday. Williams added one of the rocks has yellow graffiti, Sund noted they are putting back the rip rap that has eroded. Sund added a property marker on the beach had been exposed due to the high tides.

## NECUS' VISIONING PROCESS

Knop reported the work group will meet at 11 am and the welcoming pole is on the DRB agenda tonight at 6:00 pm.

## ENTERTAINMENT IN THE PARK

Davis emailed a potential movie list of what other parks have shown. Once the committee narrows down the list Davis will inquire about pricing, a discussion ensued regarding potential options. A discussion ensued regarding potential concerts in the park and funding. Grassick will follow up discussing City sponsored concerts with Kucera. Anderson noted the city has a public arts committee and perhaps they should look at concerts as well since it's a form of art. A discussion ensued regarding moving forward and budgeting. Risley will discuss at the public arts committee is meeting today. Grassick will discuss with Philomena on how the Farmer's Market plans and how much they pay for their musicians.

## GENA COMMITTEE REPORT

Knop reported they did not meet this month.

## SUNSET BLVD LOOP GARDEN

Knop reported Tracy Sund and Hank Johnson were invited to the meeting. Johnson noted years ago they had a garden planned at the south end that did not happen. Johnson gave an overview of the previous garden attempt, noting a hand out called Nadia's Community Garden Suggestions which is included in the record file, a discussion ensued. Grassick noted potential access issues for locations chosen. Rowley added he spoke with Richard Kearns at ODOT, who has requested a drawing of the proposed plan. Johnson had a sketch/concept in mind from the previous garden, but was unable to locate it prior to the meeting. Johnson had an example of Sunset Empire Park and Recreation's package for Community Gardens project. Discussion ensued regarding potentials costs, fee schedule and managing the project. Sund noted FEMA's temporary debris disposal program adding he'd like to see the City implement using the Sunset Blvd loop as the dump site in the event on an emergency. Sund added with FEMA certified dump sites there are reimbursement options and other benefits for the City that could help this project. Sund feels we are at a point that we could draw up a diagram to take to ODOT. A discussion ensued regarding parking at the site. Grassick noted we will develop a site plan for the committee's review, then submit to ODOT. In response to Jan Siebert Wahrmond's question what Sund thought about room for the elk so they will not feel pushed out of the space, Sund noted their use is seasonal, adding with the wetland area at the site the elk will still have room. Siebert Wahrmond noted the third use of the site could be an elk habitat, a discussion ensued.

A discussion ensued regarding the project timeframe. In order to implement the project in February 2017, public works would need to start getting the site ready in the fall. Sund would like to see Stacy Burr get administrated to certify a disposal site, adding she could look at the site and give us a list of what the site needs to be certified with potentially EPREP bearing the water cost since it will be used during an emergency. Grassick noted the funds all come out of the general fund. Anderson added we need to budget it now for next fall. Grassick will discuss with

Burr about the EPERP portion as a primary purpose of development with a garden as a secondary purpose and try to set a line item in the upcoming budget process.

#### PARKS & TRAIL MASTER PLAN

Grassick reported there is a scoping meeting today with the consultant and staff. A resident at large still needs to be chosen for the Citizen Advisory Committee. Knop suggested Bob Reid, with Risley and Knop as the committee members. Grassick gave an overview of the scope area and process.

#### BIKE ACCESS

Knop noted we will monitor and see how it goes.

#### 12 DAYS OF EARTH DAY

Davis reported the street fair set up will be at 10 am, the parade at 11 am, and the fair will go until 2 pm. Sorenson will coordinate the event permit and US Bank approval.

#### BEACH DEBRIS CONTROL

Knop reported we are getting close to spring break and hopes last years efforts help keep things clean on the beach. A discussion ensued regarding debris from Tolovana Inn's fire rings. Grassick will watch as we move into spring break and discuss in April.

#### GOOD OF THE ORDER

In response to Johnson's question if we have someone in-house who can do a preliminary drawing of the garden site, Grassick replied we can use our GIS consultant, Johnson noted he'd like to work with him, Grassick will coordinate.

Knop reported there will be a trail cleaning this Saturday from 9-11 am.

#### ADJOURNMENT

Chair Knop adjourned the meeting at 10:30 AM

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Jennifer Barrett, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, April 21, 2016  
Council Chambers

Members: Chair Barb Knop, Jillyne Sorenson, Jean Williams and Eliza Davis, Todd Rowley and Robin Risley

Excused:

Staff: Public Works Director Dan Grassick, Parks Department Lead Utility Kirk Anderson and Administrative Assistant Jennifer Barrett

CALL TO ORDER

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

APPROVAL OF MINUTES OF MARCH 17, 2016

Motion: Williams moved to approve the minutes of March 17, 2016 as amended; Davis seconded the motion.

Vote: Knop, Williams, Sorenson and Davis voted AYE. The vote was 4/0 in favor and the motion passed. Rowley and Risley abstained as they were not present at the meeting.

MONTHLY STATE OF THE PARKS

Anderson reported their emphasis has been on landscape maintenance. The tennis and basketball courts have been resurfaced and have re-opened, the project came in under budget. The baseball fields are open for the season, the Forest Reserve loop trail has been cleaned up because downed limbs/trees and they are possibly considering applying engineered wood chips along the trail. New plantings were done in several areas in town, pressure washed all trash receptacles and this month sealed and stained all 59 cans, a discussion ensued regarding the limericks on the cans and new cans to be added in the next fiscal year. With new plantings staff has put in 27 trees this month including the trees planted during the 12 Days of Earth Day, a discussion ensued.

In response to Risley's inquiry about the tennis court screen, Anderson noted it they were damaged during a storm when the fence came down, however the fence was repaired and suppose to withstand storms so the screens were installed again.

A discussion was held regarding adopted cans and other potential locations for cans. Williams noted at NeCus' park there is a big log with a plaque on it however we are no longer doing plaques after 2005. The plaque says in loving memory of Dennis McCarthy with dates and he loves Cannon Beach, Grassick will research to see who the owner is. Anderson noted Cruz approved it a while ago however, it was never installed so he didn't worry. Grassick will follow up.

Knop noted people reported to her the fountain at Whale Park tasted funny and had issues getting water out. Anderson replied people wash their kids in it. The sand has been cleaned out and it's now working again. Anderson noted it happens at several other locations and in the areas that contain wood chips. In response to Davis's question if it would be beneficial to have a foot washing station attached to the faucet, Grassick replied they are installing a prototype on the west side of the restroom at Gower. If it works, additional foot washing stations will be installed, a discussion ensued.

## ECOLA RESERVE MANAGEMENT PLAN

Barnes prepared a staff report for the Committee since he was unable to attend. Knop noted if there are any questions we can have them reflected in the minutes for Barnes to address at the next meeting.

Davis asked regarding Action 11, is Carmen willing to sale to the City?

Davis asked regarding Action 12, does \$12,000 seem high? Williams asked what does the \$12,000 involve?

Anderson noted in Action 9 on the staff report doesn't mention scotch broom or blackberries.

Scott Rekate from Ecola Creek Watershed noted he is trying to understand the relationship for things like grants and stewardship plans. Rekate is trying to work up small grant, less than \$10,000, in the future, and trying to understand how that works into this provided by Barnes. Rekate added there is more use every year in the the Reserve. He noted a family going in to go fishing. He called ODFW to get a breakdown of the fishing regulations, which he read to the committee. Rekate has recommendations for whoever is in charge of going after grants to coordinate with ODFW and post signage in several locations, a discussion ensued. As a light use issue he's approached people using bikes on the loop trail, he noted the signage is small and perhaps more needs to be applied to it. Anderson added the rules are in place, however the enforcement capability is another thing, adding citizen involvement is helpful, a discussion ensued. Rekate added as far as grant writing he wishes it was more clear and will report back to the North Coast Watershed Committee. Barnes will be invited to the May meeting.

## ECOLA CREEK WATERSHED COUNCIL

Knop reported broom busters will be May 7th at Les Shirley. In response to Jan Siebert Wahrmond's question if the City had any other locations, Knop noted she saw a few during a 12 Days of Earth Day hike, a discussion ensued.

## MARINE DEBRIS UPDATE

Anderson reported it has slowed down considerably. There was a bad period the first of April.

## TOLOVANA WAYSIDE REPORT

Williams reported there is not much going on, the drain is plugged at the foot washing station and there are some big logs in the handicap ramp. They are getting geared up for Sandcastle Day, and Williams suggested it would be nice if the signage was clarified that it was sandcastle parking not the sandcastle contest so people know you still have to walk a mile.

## ENTERTAINMENT IN THE PARK

Davis reported August 1st will be Star Wars, August 8th will be Raiders of the Lost Ark, the next week will be Back to the Future. For music, she's involved Paul Dueber who has house concerts. Paul is talking to Andrew from Tolovana Arts Colony and they will all coordinate.

## GENA COMMITTEE REPORT

Knop reported they met Tuesday and Melissa Keyser from HRAP was in attendance. Regarding Melissa's interest in having City involvement, she presented to hire a RARE volunteer to assist in that position. If intersted, GENA would need to sign a letter of interest. The position is only a one-year position and there is no commitment.

## SUNSET BLVD LOOP GARDEN

Rowley stated after reading last month's minutes moving the community garden to NeCus may be a good decision. Risley added she's unsure if it would be a good fit for the NeCus' plan. Siebert Wahrmond commented I thought we were told that we had to wait until the master plan was complete before doing anything at NeCus' and the plan is not completed. Risley added waiting may be a good plan. In response to Sorenson's question if there was any additional conversation with ODOT regarding the original location, Grassick replied no. Davis noted the master plan committee needs to know we are interested in having a community garden at the site to be included in

the process. A discussion ensued regarding both the NeCus and Sunset Loop sites. Rowley noted based on the last month's minutes it looks like the first priority is for a disaster site. Grassick replied in order to get pre-approval for a debris site a soil analysis is required then a wetland delineation, after all that is completed when you do an overlays on the site the constraints get tight and the spot gets small. The soil analysis requires consultants to be hired and EPREP has not blessed the project as a debris site yet so we can not move forward. Grassick gave an overview of the space constraints noting you are left with a small rectangle area, adding a road and access would be very difficult to put in as well. The expenses for everything required are quite large, therefore NeCus' was suggest as an option. In response to Siebert Wahrmond's question about looking into grants for putting in the infrastructure, Grassick replied he is unaware of any grants that would put in infrastructure for a community garden, adding as the master plan process moves forward, it will be discussed. Grassick added the best way to qualify for a grant is to have it in the master plan as an identified goal. Knop and Risley will discuss the community garden option at the next citizen's advisory group meeting. Knop added people interested in a community garden should attend the public meeting in June.

### PARKS & TRAIL MASTER PLAN

Knop reported they had the first citizen's advisory group meeting yesterday. It laid the ground work for what they are doing. Anderson noted the Otak consultants were very involved and engaged. The next citizen's advisory group meeting is May 18th from 10-2. A public meeting for community input will be June 15, the a second meeting in the fall. A discussion ensued regarding the state being interested is passing on the ownership of the wayside, Risley will discuss with Brant.

### BIKE ACCESS

Knop reported she has encountered walkers and hasn't heard any conflict. Anderson noted things seem fine, there hasn't been a ton of use and he is looking forward to younger kids using the trail.

### 12 DAYS OF EARTH DAY

Knop reported they are on the 11th day. Tonight at the History Center is a presentation by Doug Duer. Tomorrow is the shred event from 10-2, then a film at the History Center. Knop noted the parade, art contest and street fair went exceedingly well. A 12 day evaluation meeting will be held after the May parks meeting.

### BEACH DEBRIS CONTROL

Knop reported she hasn't heard any complaints and from what she can see chairs are being put away. A discussion ensued regarding vacation home rental properties providing information to tenants.

### ROW TREE REMOVAL

Knop reported the is a right-of-way removal application in the package. The committee had no questions.

### GOOD OF THE ORDER

None.

### ADJOURNMENT

Chair Knop adjourned the meeting at 10:15 AM

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Jennifer Barrett, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, May 26, 2016  
Council Chambers

Members: Chair Barb Knop, Jean Williams and Eliza Davis, Todd Rowley and Robin Risley

Excused: Jillayne Sorenson

Staff: Administrative Assistant Jennifer Barrett

CALL TO ORDER

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

COMMUNITY GRANT PRESENTATIONS

**Cannon Beach Arts Association**

Lila Wickham, Jane Broomfield and Mary Bess Gloria

Wickham summarized Broomfield's experience and gave an update about the board, volunteers, and membership. Broomfield gave a history of the program, their mission and a description of the programs which funds are being sought. Jane noted in addition to funding the programs the awards will be used for seed funding for future grant applications, adding last years grant helped secure additional grants for funding. Gloria gave a description of the arts camp and the scholarships being offered. Broomfield noted the classes for the arts program have a higher enrollment this year than the same time last year. Broomfield read from a handout which is in the record copy.

**Cannon Beach Chorus**

John Bueller and Terrill Michelsen

Bueller gave a history of the chorus noting it has been an intricate part of the arts community in Cannon Beach. Bueller noted the membership draws people from Ocean Park to Tillamook and in between. Bueller described the expenses the chorus, adding an expenditure that increases is the music. John noted their rehearsal times and place, adding many of their new members are the children of the existing members. Michelsen explained how and why the music expenses has increased, a discussion ensued regarding the copyrights of music. The chorus has a wide range of ages, averaging in the 50-60's however there are high school and college students participating. Michelsen noted scholarships are offered to 4 high school, and the chorus has a Facebook page and website. The chorus is collaborating with the Cannon Beach Arts Association, and Bueller gave an overview of their concerts.

**Cannon Beach History Center**

Elaine Trucke

Trucke explained they are asking for funding to help with printing and shipping costs for publicity materials for their summer exhibit called From the Vault. Trucke described the exhibit noting several of the items on display including items from the historic female mail carrier and the head from the headless horseman which was a marketing concept in the 60's after the tsunami. Trucke noted the exhibit is very Cannon Beach. Items will be changed out every few months to keep people interested in the exhibit. The printing costs will be higher this year as they want to keep the interest as the exhibit will be consistently changing. Trucke noted they are building relationships with other historical societies and sharing items.

**Clatsop CASA**

Julia Mabry

Mabry explained they deal with abused and neglected children in our county. Mabry noted there is a high number

of substance abuse, neglect and poverty in the area, adding there is more abuse than what is reported. Currently CASA has 50 volunteers which is the highest number ever. Mabry gave an overview of the program and the work done by the volunteers. Mabry noted they are expanding their recruitment efforts in Seaside and Cannon Beach, adding there is no foster homes in the Cannon Beach. Mabry described a volunteers caseload and their training process.

### **Clatsop Community Action**

Elaine Bruce and Marlin Martin

Bruce and Martin asked for continuing funding of their programs and working on securing partnership with Seaside Providence Hospital for a south county outreach office which will allow them to assist with the clients at the hospital and transition them once home. Martin noted their program serves a wide audience delivering approximately 1.6 million pounds of food in Clatsop County, serve multiple pantries, food sites and backpack programs. They deliver prepackaged 5-10 pounds bags of food and each client that comes to the pantry leaves with approximately 10-20 pounds of fresh food adding people can come once a week. Their goal is to change the eating habits in the County. Martin planted their garden yesterday and is expecting 6,000 pounds of carrots this year. They often hear from seniors that they can't afford fresh fruits and vegetables, adding a lot of the seniors are also raising their grandchildren.

### **Clatsop Community College Foundation**

Nancy Wesson

Wesson gave a history of her and the program's background noting the importance of having a person on the ground in Cannon Beach to serve the area with english as a second language people. Wesson entered the program late last fall, were able to recruit 7 volunteers and re-group an Elk Creek class which consists of a core group of 5-6 in attendance. There is another group going that meets separately in Seaside with a group of approximately 12 men associated with the food service industry. Wesson noted the more you connect with the classes the more they bring their issues as they are able to connect them with a broader community and offers assistance. Wesson is asking for funding to continue and expand their program. The classes are winding down due to the season, however the students are very invested to continue classes. Clatsop Community College provides materials, and Wesson's involvement with CERT allowed emergency preparedness information to be provided to ESL residents.

### **Coaster Theatre**

Jenni Tronier and Patrick Lathrop

Tronier noted in 2017 the theater will celebrate it's 45th anniversary adding they've gathered testimony and quotes from the community which are included in the packet that was distributed and in the record file. Tronier added with the help from the grant the theater is hoping to inspire onstage and backstage volunteers with workshops. There has been a great response and the workshops help bring people who are interested but not sure how to proceed. Coaster has a kids camp and this last spring there was a scholarship offered for a Cannon Beach student who had never participated before. They summer camp the first two weeks in August will offer two scholarships for Cannon Beach kids. Lathrop noted the camps are growing with enrollment and involvement. Tronier added there are kids that involved in the regular productions as well and they are also moving into the technical aspects of the theatre as well. Tronier noted funds will be used for volunteer outreach and Coaster has been vital in the area and with the Grants help they will foster and cultivate actors and volunteers.

### **Healing Circle**

Georgina Jones

Jones explained the organization is dedicated to child survivors of sexual abuse. The children are able to come to a place where the playing field is level, all children have been through the same experiences which allows them to open up to bond and interact with kids who have similar situations. Participants of the program have returned to be on the board. Jones noted the model has allowed the children to ask and express what they need. Jones added this is a non traditional way of healing, noting art plays a large part. They like to take different cultures to embrace different things in terms of healing, bringing those different types of things to the camp not only exposes culture but also supports the healing process. There are volunteers but they'd like to be able to pay stipends for people coming in to offer additional resources.

## **Helping Hands**

Alan Evans

Evans presented the number of people served thru April 2016, and gave a brief overview of the program. Evans noted they serve two meals a day and provide healthcare assistance, provide a shower program and transportation. Evans noted 94% of people who they serve were getting out of jail when they began, now that number is down to less than 25% which means the face of homelessness is changing, with a large percentage of who they serve are single mothers and the elderly. Some changes in the last few years have been dramatic and will get worse before it gets better meaning the importance of what they provide is more critical than ever. The organization went live with their new database which gives a birds eye view and the obstacles of what people face to re-enter society. They hold onto people longer than before to fully assist their needs long term. They are looking at building a new facility in Seaside and acquiring a building in Astoria to provide more beds. While in the facility you are not allowed to drink or use marijuana and boundaries are set upfront. You have to follow certain rules in order to receive assistance. They test for a wide range of drugs including medications that are used to get off of opioids as none are allowed. They purchased the WWII naval command center in Tillamook and have been open for just over 3 months.

Mary Blake noted the benefits of Evans concept of behavioral change which started 15 years ago adding the people he has served has saved lives, family lives and community.

## **North Coast Food Web**

Merianne Myers

Myers gave an overview of the Food Web noting it was born in Cannon Beach and in 2009 the first FEAST (food education agriculture solutions together) was held. Their mission is to cultivate healthy communities through food and agriculture. In impact of the success can be seen in the fruit box project where they deliver fresh whole organic fruit to three high schools, Seaside, Warrantor and Astoria, every Monday during the school year. The program has been successful and more schools would like to participate. Myers added they hope to expand funding for this project. The program started because a school administrator experienced a similar project in Hood River as a way to facilitate uncomfortable conversations between kids and staff, which they uncovered a lot of the difficulties started with hunger. The schools who are sent to the office or kids who are hungry can stop by and pick up something to eat. In Astoria 200 or more come through the door to pick up something to eat and emotionally it assists the students in many forms. Myers read several testimonials from participants and schools. The project has a partnership with Astoria co-op who sells the fruit at cost and the schools often run out of food before Friday. Seaside Heights has requested to be in the program. There are donation jars at the co-op which goes director the fruit box and there are also other fundraisers however they are a ways off before they can add more fruit or additional schools. This program is staffed by volunteers, Davis suggested partnering with SEPRD.

Mary Blake added she is a board member and its one of the most exciting assignments noting the concept of using food to tackle some of the difficult situations with people is phenomenal concept.

## **Restoration House**

Mark Terranova

Terranova has been the director for 14 years. Restoration House a home in Seaside and the mission is to serve men who have been adjudicated in our county or coming out of psychiatric facility. The men in the program have a high rate of ER visits and they are looking to lower the ER visits, trying to figure out how it happens and do other things before the ER visit. Terranova describe the handout he distributed which is in the record file. The current population represents 178 year of prison time. When they come out of prison finding housing is an issue, they offer a place where they can settle in and work out treatment programs and services, they also provide medication management. The treatment team determines how long a person can stay. Terranova noted community safety is the boards number one goal. Their budget is very small, just under \$60,000 per year which is not much to serve that many men with that many issues. Terranova noted it's rewarding as they are one of the few organizations willing to take on this type of population adding he has been in the mental health profession his entire life. Terranova noted some of the conditions the residents must adhere to and how the program works with the criminal justice system.

## **Seaside Hall**

John Carter

Carter noted Seaside Hall is the yellow house in Seaside that is rented from the Episcopal church. It's a 70 year old building. This year they replaced all the water piping under the house, there is a sewer project that needs to be completed and the house needs painting. The house supports 12 step programs and supports 600-700 people per month. Meetings are held in the house, with 2-3 meetings a day 7 days a week. Carter gave an overview of the different meetings that are held. The house has been in their care for over 25 years and they have a good relationship with the church. Over the years they've replaced windows, furnace and fixed lighting issues. Veterans are also served at meetings as well as people from restoration house and helping hands.

## **Seaside High School CYBORG**

Mike Brown

Brown noted some of the first students on the team are just graduating from college with engineering degrees. With robotics competitions students have an opportunity for hands on science and math learning. They've opened the doors to any students in northwest Oregon who want to be on team, this year have 3 kids from Astoria on the team. Brown noted some of the activities the team does such as visiting a kindergarten. Students on the team can be involved in various aspects from the business side, website, PR, etc. The team participates in two district competitions. Brown gave an overview of expenses, adding he has volunteers to come and assist with the teams. The team is looking at underwater robots and this was the first year experimenting with flying robots. They usually have 25-30 students. Last year's budget was \$40,000 which is usual, and they received an \$18,000 grant from a trucking company. Knop asked if the program will continue when Brown retires, Brown responded he is retiring after 31 years at Seaside High School and they've hired a new person who will take over the robotics program adding this year there will be a salary for this position as he's been volunteering. In response to Davis's question, what percentage of team is young women, Brown replied usually 50%, however a little lower now, adding it's always a challenge to recruit people.

## **SEPRD**

Darren Gooch

Gooch noted the grant is for the after school program. The program started with 10 kids and last year they had approximately 20 registered, and this year up they are up to 30. Davis noted there has been over 30 every day. Gooch added it's growing as there is a need for after school programs. The idea of the program is to provide a quality safe place to be after school and it's an opportunity for adults to mentor. Darren has kids from the ROXX program who are still on his Facebook and asking for letters of recommendation, adding his opportunity for mentorship continues to this day. They had a 3 year grant, however it has expired, but with the success of the program SEPRD has budgeted for the program to continue. They are also reaching out to community businesses for donations and looking at revamping the snack program. The snack element is an important piece to the program as not all families can afford enough food. With the current USDA guidelines of the program they are looking at making a change this fall pushing toward healthy whole foods. Wants to help teach the kids what's healthy and the right way to eat.

## **South County Community Food Bank**

Mary Blake

Blake is a volunteer with the food pantry, and their mission is to provide nutritious emergency food for low income families. Blake had two handouts which are in the record file. There are 3,000 people who receive the SNAP program and the food pantry provides between 800-1200 people a month with an emergency food box. About 300 of this people are from the Cannon Beach area. Their 2,100 square foot building is visible on the highway in Seaside, is on a bus line and they have a relationship with cabs that will give a discount. Their building has a parking area, handicap access, a seating area in the building and provides a real shopping experience starting with fresh foods and vegetables. There are also personal items, clothes, cooking utensils and blankets as well. The building is long enough that they can receive food and break it down to smaller packages and a kitchen so they can receive and prep. They have dynamite managers that lead a corps of volunteers. There is a truck that picks up from Costco, Safeway and other stores and locations to pick up food. They are open 4

days per week, the budget is supported and there is no source on continual funding. They apply for grants and do partnerships. Blake gave an overview of the handout Seasonal Food Guide 2016 which is in the record copy adding it is available in both English and Spanish. Knop noted the South County collaborates nicely with the Cannon Beach Food Pantry.

### **The Harbor**

Melissa Van Horn

Van Horn gave an overview of the general services they offer noting The Harbor served 1,116 individuals last year. One of the programs is DSART, where they partner with local law enforcement, hospitals, and district attorneys office and they provide crisis intervention services right there. There has been an increase in calls, with nine from cannon beach, three being in the last month. This is not indicative of an increase in domestic violence or sexual assault in the area, however a increase in awareness and use of their services being offered. The programs applies for and receives grants and community funds from multiple areas, however they are not eligible to reapply for one of the large grants previously received until 2017 and therefore seeking funds from City's to help offset the costs. Last year they served 171 men which is a little more than 10% of the clientele. Van Horn has been in the position for 3.5 months.

### **Tolovana Arts Colony**

Andrew Tonry

Tonry gave an overview of the services the Arts Colony provides, noting they give back more of the proceeds to events and teachers adding they get 80% which is more than most galleries give. A discussion ensued regarding the remodel of the kitchen from a past grant. Tonry noted there were previous discussions regarding increasing membership and as of last week's event they now have 50 members with 13 business as well as a benefactor and other donations. They are considering doing three concerts in the park next summer, one in July, August and September 2017. Tonry noted he's working on bringing regional acts from Portland and Seattle, something that we don't see everyday. A discussion ensued regarding lodging of bands and event costs.

### **Wildlife Center**

Josh Saranpaa

Saranpaa gave an overview of the program, adding it's been here for 20 years. They specialize in seabirds and care for between 2,000-3,000 animals per year with approximately 1/3 of the animals coming from Cannon Beach. The board is active and meets once a month, is working on a business plan and they also have paid staff for the first time. They are involved in education and research, currently working with brown pelicans. Education is a big part of the program, hoping to have facility open to the public in the future. Working with HRAP to teach them how to safely capture sea birds and how to do triage. The grant is for general funds to redo three outdoor enclosures, and working on expanding raptor resources and education. There is a teacher that is working as the education coordinator and expanding and building new programs for the Center.

### **GOOD OF THE ORDER**

Numbers are due to Barrett by 5pm on June 13. Sorenson will listen to the recording as she was unable to attend the meeting.

### **ADJOURNMENT**

Chair Knop adjourned the meeting at 12:06 PM

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Jennifer Barrett, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, June 16, 2016  
Council Chambers

Members: Chair Barb Knop, Jean Williams, Robin Risley and Jillayne Sorenson  
Excused: Todd Rowley and Eliza Davis  
Staff: Public Works Director Dan Grassick, Parks Department Lead Utility Kirk Anderson and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Knop called the meeting to order at 9:07 a.m.

APPROVAL OF MINUTES OF APRIL 21, 2016

Motion: Risley moved to approve the minutes of April 21, 2016 as amended; Sorenson seconded the motion.  
Vote: Knop, Williams, Sorenson and Risley voted AYE. The vote was 4/0 in favor and the motion passed.

APPROVAL OF MINUTES OF MAY 26, 2016

Motion: Williams moved to approve the minutes of May 26, 2016; Risley seconded the motion.  
Vote: Knop, Williams and Risley voted AYE. The vote was 3/0 in favor and the motion passed. Sorenson abstained as she was not present at the meeting.

MONTHLY STATE OF THE PARKS

Anderson reported benches and planters are being added next to the pump station, pocket parks are in the works, time has been spent on maintenance, planting shore pines, flower baskets, Paul installed a lengthy hose in the irrigation truck to help watering, soccer goals are up, built the retaining wall in the east parking lot and working on landscaping. 2,000 pounds of fertilizer has been placed, tennis screens are up, starting doing a monthly parks safety inspection reports and replaced the chains on the swings at Tolovana.

ECOLA RESERVE MANAGEMENT PLAN

Barnes reported the Council adopted the budget for next fiscal year which included several project for the ECFR. The timber thinning project that was started a few years ago and stopped due to the roads condition will restart this year if the roads are in adequate condition. Other items budgeted for include conifer planting project, beaver restoration and an acquisition. Addressing Scott Rekate's comments in the April minutes Barnes noted the City has had discussions in the past with ODFW regarding the fishing regulations. ODFW does revisit the regulations periodically, if there are specific concerns regarding Ecola Creek Barnes suggested working with

ODFW, a discussion ensued. Barnes will invite Herman Biederbeck from ODFW to either the July or August meeting.

#### ECOLA CREEK WATERSHED COUNCIL

Knop reported they met in May and scheduled a Tansy pull on Swigart island in June. Jan Siebert Wahmndund noted they are starting a water conservation project which will assist with understanding of what we have as far as water in the community and how to use it wisely and assist with education.

#### MARINE DEBRIS UPDATE

Anderson reported it has been low and pretty nice on the beach.

#### TOLOVANA WAYSIDE REPORT

Williams reported Sandcastle went smoothly and Oregon State Parks had the restrooms well stocked. Most complaints were due to having people walk a mile to the event. A discussion ensued regarding the parking location versus event location and the amount of cars on the beach. Williams will prepare a report for Risley to present at the event recap meeting.

#### ENTERTAINMENT IN THE PARK

No Report

#### ENTERTAINMENT IN THE PARK - TOLOVANA ARTS COLONY

Andrew Tonry from Tolovana Arts Colony reported they are aiming for concerts on August 1 and September 1, 2016. He is in negotiations with several bands. Anderson noted there is a no charge permit from the City that needs to be applied for, Andrew will pick up the application today. The plan is to aim for concerts on weekends, Anderson added historically they have been held Sunday afternoon/early evenings, a discussion ensued.

#### GENA COMMITTEE REPORT

Knop reported they met in May and sent a letter to Grassick who will forward it to the Parks Master Plan consultants reminding them of the NeCus' Vision Plan that went to council and to keep the vision in mind while planning.

#### SUNSET BLVD LOOP GARDEN and PARKS & TRAIL MASTER PLAN

Knop reported at the Parks Master Plan open house last night several people wrote community garden on the maps provided for input.

## WELCOME POLE INSTALLATION

Risley reported the ceremony is scheduled for last afternoon on July 1. Anderson noted there is work to do on the site before the pole can be installed. Anderson will coordinate with the crew to confirm that it will be installed before the first. Risley added the plans for the ceremony include cedar bows for decoration, a brochure, Doug Deur, Barbara Linnet and the City as speakers, a blessing, possibly music, plaque and a discussion ensued. Risley will coordinate with Linnett to finalize the details.

## BEACH DEBRIS CONTROL

Knop reported it appears business's have been good at picking up chairs, however the busy summer season is yet to hit. Knop noted the Surfsand chairs were still out at 5:30 am during Sandcastle, however they were pick up by 6am. Anderson added the communication though the Chamber was quite effective.

## MEMORIAL REQUEST

Williams distributed a staff report from June 27, 2005 from Joy Gannon regarding the Commemorative Gift Policy and suggested updating the policy. Williams offered suggestions such as instead of plaques being at City Hall they be displayed outside at the backdrop of the bandstand and described possible materials for the plaques and cost, a discussion ensued. Anderson noted having the plaques all together would be less maintenance than the current system. Williams noted another alternative would be a wall built at another park that would contain the plaques. Siebert Warhmund suggested seeing samples of the plaques, Williams will coordinate.

Anderson suggested discussing the memorial request received from Lorrie McFadden before discussion potential revisions any further. Knop noted based on the current policy they are not able to have a plaque at the requested locations. If they'd like move forward with a memorial, there are benches available at Sitka, Midway, Coos or Delta with the plaque being placed at City Hall or the McFadden's can wait as the Committee has completed revising the current policy however the process will take multiple months. Barrett will coordinate with McFadden. Anderson gave an overview of how the policy started, changed over the years and the maintenance of the plaques that are not at City Hall.

Regarding the plaque that was put on a log at NeCus', Grassick noted it was placed with approval of City staff. Knop added it is not in compliance with the policy and the committee agreed it should be removed. Grassick will contact the person and remove the plaque. A discussion ensued regarding how to move forward with revising the policy. Williams will work up a proposal for next month.

## COMMUNITY GRANTS

Knop thanked the committee for submitting their numbers on time. Knop noted she received a text from Davis stating she has no questions about the grant numbers.

Motion: Williams moved to approve to Council the final average numbers; Sorenson seconded the motion.

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

	<b>ORGANIZATION</b>	<b>2016-2017 AMOUNT REQUEST</b>	<b>FINAL RECOMMENDATION OF COMMITTEE</b>
1	Cannon Beach Arts Association	\$19,908.00	\$10,033.33
2	Cannon Beach Chorus	\$1,500.00	\$1,083.33
3	Cannon Beach History Center	\$1,000.00	\$833.33
4	Clatsop CASA	\$5,000.00	\$3,550.00
5	Clatsop Community Action	\$7,750.00	\$6,350.00
6	Clatsop Community College Foundation	\$2,190.50	\$1,772.50
7	Coaster Theatre	\$5,000.00	\$3,083.33
8	Healing Circle	\$1,300.00	\$1,131.67
9	Helping Hands	\$12,000.00	\$8,625.00
10	North Coast Food Web	\$2,000.00	\$1,483.33
11	Restoration House	\$5,000.00	\$3,933.33
12	Seaside Hall	\$1,100.00	\$863.33
13	Seaside High School CYBORG	\$1,000.00	\$883.33
14	SEPRD	\$2,500.00	\$1,716.67
15	South County Community Food Bank	\$2,500.00	\$2,050.00
16	The Harbor	\$10,000.00	\$8,107.50
17	Tolovana Arts Colony	\$28,200.00	\$14,983.33
18	Wildlife Center	\$5,000.00	\$4,516.67
	<b>TOTALS</b>	<b>\$112,948.50</b>	<b>\$74,999.98</b>
	<b>Total Budget</b>	<b>\$75,000.00</b>	

#### ROW TREE REMOVAL

Knop noted there is a ROW removal application in the packet. The Committee had no questions.

#### GOOD OF THE ORDER

Grassick reported there is a private individual who would like to donate a bench for Sustina. Grassick add it's not a memorial bench and it would be to City standards, a discussion ensued. The committee was good with moving forward with the bench.

#### ADJOURNMENT

Chair Knop adjourned the meeting at 10:18 AM

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Jennifer Barrett, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, July 21, 2016  
Council Chambers

Members: Chair Barb Knop, Jean Williams, Robin Risley, Jillayne Sorenson and Todd Rowley

Excused: Eliza Davis

Staff: Public Works Director Dan Grassick, Parks Department Lead Utility Kirk Anderson and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Knop called the meeting to order at 9:04 a.m.

APPROVAL OF MINUTES OF JUNE 16, 2016

Motion: Risley moved to approve the minutes of July 21, 2016; Williams seconded the motion.

Vote: Knop, Williams, Sorenson and Risley voted AYE. The vote was 4/0 in favor and the motion passed. Rowley abstained as he was not present at the meeting.

Knop reported that Davis has resigned from the committee. Knop added her term ends August 31, 2016 and Williams term ends October 31, 2016, neither are eligible for renewal. The committee will work on recruiting members.

Motion: Williams moved to regretfully accept Davis's resignation; Risley seconded the motion.

Vote: Knop, Williams, Sorenson, Rowley and Risley voted AYE. The vote was 5/0 in favor and the motion passed.

In response to Knop's question regarding being a committee representative on the master plan citizen's advisory group (CAG) is she allowed to stay on CAG, Grassick replied yes you are able to stay on as a citizen-at-large however you will need another committee member to take your spot. A discussion ensued regarding a parks member position on the CAG.

MONTHLY STATE OF THE PARKS

Anderson reported they've been working on city-wide landscape maintenance as well as worked on several other projects. Men's soccer is underway and has been successful, the army band played at the bandstand Wednesday night and starting yesterday Doug Deur's team is at NeCus' doing the ground penetrating radar. It will be the end of the year before the results are ready. A discussion ensued regarding the areas where the ground penetrating radar will occur.

ECOLA RESERVE MANAGEMENT PLAN

No report

ECOLA CREEK WATERSHED COUNCIL

Knop reported they met this week, there wasn't anything that effects the committee. They did discuss NeCus' and school property, and had a tansy pull on Swigart island. There is still a small patch of tansy left as it serves as food.

## MARINE DEBRIS UPDATE

Anderson reported there hasn't been anything special, there group of volunteers are still helping. Rowley noted there has been quite a few jelly fish.

## TOLOVANA WAYSIDE REPORT

Williams reported the intersection is getting busy, Fresh Foods employees are parking on the street in the bike lane and it's getting dangerous. In response to William's request for a crosswalk, Grassick replied we are working on it with an engineering firm. Risley noted the Corgis on the Beach event will be on the 30th which benefits the Humane Society.

## ENTERTAINMENT IN THE PARK

Knop reported with Davis's resignation she apologized for not getting things organized to pass along. There is money in the current budget thru June 30th. Knop added she's not sure we are able to pull off a movie in August as previously planned. No funds have been spent and no advertising has happened for an August movie, so it would be no problem to wait until next spring. A discussion ensued regarding how Astoria coordinates their movie events and budgeting. A discussion ensued regarding people in the community who could assist with the entertainment in the park and how to move forward.

## GENA COMMITTEE REPORT

Knop reported they met this week and discussed how important it is to purchase the school property and different ways to help promote the purchase to Council. There are funds in the budget as well as funds for assessment studies. Council will make a decision whether or not to purchase the property by the end of the year. Knop encourage people to voice their opinion if they are in support of purchasing the school property.

## SUNSET BLVD LOOP GARDEN and PARKS & TRAIL MASTER PLAN

Knop reported there were discussions regarding community gardens at the public meeting for the parks master plan. Community gardens will continue to be discussed as part of the master plan. Knop noted the first public meeting was not well attended. There will be another public meeting in September. The date of the meeting will be determined at the August CAG meeting.

## WELCOME POLE INSTALLATION

Knop reported the welcome pole is installed and thanked the public works and parks staff for their assistance.

## BEACH DEBRIS CONTROL

Anderson noted it has been different this year. Knop added the hotels are keeping their chairs picked up, a discussion ensued.

## COMMEMORATIVE GIFT POLICY REVISION

A draft of the revised commemorative gift policy was included in the packet. Williams noted in the 3rd paragraph it should be Tolovana Park instead of Tolovana, a discussion ensued. Williams presented two options of the plaques noting the material is \$6 with a charge for each letter imprinted. The backing of the inside of the bandstand has two sides of empty walls where plaques could be placed. using four screws. Williams added it would be visible for anyone who wanted to go visit the plaque at anytime versus City Hall there which is open during specific times. A discussion ensued regarding the size, color and uniformity of the plaques. A discussion ensued regarding addressing the current plaques in place and the cost of creating new plaques for existing memorial/commemorative plaques in place. Williams will meet with Barrett to make the revisions to the, create an application and letter to existing commemorative/memorial plaque holders to present to the committee.

## COMMUNITY GRANTS

Knop reported the grants went to the July work session, where there were few questions from the Councilors. The final approval is on the August Council agenda. Barrett will contact the Chamber for potluck dates available and give to Riggs for the August meeting.

## ROW TREE REMOVAL

Knop noted there is a removal application in the packet, there was no discussion.

## GOOD OF THE ORDER

Risley reported Oregon State Parks had someone fall from a cliff while playing Pokemon Go. In response to Risley's question if the city had any thoughts on the safety issues associated with Pokemon Go, Grassick replied there has been no city discussions.

Knop noted CD came from the Healing Circle about the VOCA camp experiences is available if anyone is interested.

Grassick reported the consultant working on the master plan will be doing more public input sessions. Consultants will attend a burger night at the American Legion and set up a table at the Farmers Market. They will also set up a table at the 2nd St plaza for visitors comments. Dates have not been set yet. Consultants will also give a presentation to the public works staff and ask for their feedback.

Knop reported she's received several questions about recycle being closed on Mondays, particularly from commercial businesses. Grassick noted the decision to close on Mondays was due to staffing. Being open seven days a week meant they had to pull staff from other crews to cover days off, which left those crews short staffed. Grassick added that commercial business were not supposed to use recycle on Sundays and Mondays, there was even a sign posted at the center. However, with the closure on Monday's they have opened the center to commercial to all days they are open so they now have an extra day to use the facility. Recycle is open Tuesday-Sunday from 8am-4pm.

Jan Siebert Wahrmond asked Knop if there was going to be a plaque added to the welcoming man. A discussion ensued whether the plaque fell under the parks or arts committee. Knop noted the desire is to have the same type of plaque that is with other public art installations in town. Siebert Wahrmond will find out what the plaque should say and give the information to Barrett. Barrett will coordinate with Mark Barnes on whether it would be a major or minor modification, and if minor will order the plaque which will be consistent with the other art installation projects

## ADJOURNMENT

Chair Knop adjourned the meeting at 10:17 AM

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Jennifer Barrett, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, August 18, 2016  
Council Chambers

Members: Chair Barb Knop, Jean Williams, Robin Risley, Jillayne Sorenson and Todd Rowley

Excused:

Staff: Public Works Director Dan Grassick, Parks Department Lead Utility Kirk Anderson and  
Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Knop called the meeting to order at 9:04 a.m.

APPROVAL OF MINUTES OF JULY 21, 2016

Motion: Risley moved to approve the minutes of July 21, 2016; Rowley seconded the motion.

Vote: Knop, Williams, Sorenson, Rowley and Risley voted AYE. The vote was 5/0 in favor and the motion passed.

MONTHLY STATE OF THE PARKS

Anderson reported they are working on landscape maintenance throughout the city. Completed the refurbishing of three picnic tables, swapped out several trash receptacles as well as converted several single receptacles to double. Repaired a few loose bolts on the bridge on the loop trail. There will be a concert in the park on the 28th from 5-8:30 sponsored by Tolovana Arts Colony. There is a group of bull elk in town hanging out around Les Shirley and Main parks. Anderson saw a 5 point in his yard the other day, noting they have come into town several months early this year. The consultants for the parks master plan will be here Monday and Tuesday the 22nd & 23rd looking for public input. The consultants will attend burger night at the Legion and on Tuesday they will be at the 2nd Street Plaza and at the Farmers Market. Anderson noted he will not be here next month for the meeting as he will be on vacation.

ECOLA RESERVE MANAGEMENT PLAN

no report.

ECOLA CREEK WATERSHED COUNCIL

Knop reported next Wednesday the 24th there is a work project for the Watershed Council at 9:30 am at the Reserve to remove some of the fencing that was put in when they planted the cedars years ago. They do not meet in August.

MARINE DEBRIS UPDATE

Anderson noted there has been nothing out of the ordinary.

## TOLOVANA WAYSIDE REPORT

Williams reported it has been busy, but is slowing down. Anticipating lots of people this weekend with the hot weather. There is a lot of sand in the parking lot, State Parks is likely waiting until the end of the season to clean it off, a discussion on sand in the restrooms ensued. Williams asked about tents on the Wayside for events, noting several people have been using them including someone selling from one. The Wayside is under State Parks therefore City rules are not in effect, a discussion ensued. Risley noted the Chamber is discussing getting handicap wheelchairs for beachgoers, Grassick replied the Chamber called him, but they have not set a meeting yet, a discussion ensued.

## ENTERTAINMENT IN THE PARK

In response to Knop's question if anyone has spoke with Kim Bosse, Williams replied they had lunch noting she's looking for a full time job and unsure sure about committing as a member. However she is willing to help as a volunteer on a project, a discussion ensued.

## GENA COMMITTEE REPORT

Knop reported they took August off and will meet in September.

## PARKS & TRAIL MASTER PLAN

In response to Knop's question if they are having an August meeting, Grassick replied they will meet in September, adding August they are doing the public input sessions noted earlier.

## BEACH DEBRIS CONTROL

Knop noted things are looking good, she noticed a few chairs on the beach the last few days and will follow up with Tracy if they are not removed, a discussion ensued.

## COMMEMORATIVE GIFT POLICY REVISION

Williams reported in the packet there was additional information to the original staff report from 2005. A discussion ensued regarding the longevity of the plaques maintenance, potential of replacement if it breaks and cost. A discussion ensued regarding removing the old plaques in City Hall to the bandstand with the new plaque design, and for the existing plaques on benches or in the field when the bench fails or wherever it is placed fails a new plaque will be placed at the bandstand.

Motion: Williams moved to accept the policy with the changes; Sorensen seconded the motion.

Vote: Knop, Williams, Sorenson, Rowley and Risley voted AYE. The vote was 5/0 in favor and the motion passed.

## COMMUNITY GRANT POTLUCK

Knop reported the potluck is scheduled for September 8 at 6:00 pm at the Chamber of Commerce. Flyers have been distributed. Knop asked for volunteers to MC the potluck, Risley suggested Knop. Knop agreed to MC the potluck.

## GOOD OF THE ORDER

Jan Siebert Wahrmond noted she looked at the signs for the artwork noting they are different signs for the various artwork and suggested the committee to look at the different signs to determine which ones they'd prefer for the welcoming pole. Siebert Wahrmond added there is a laminate on some of the signs that is peeling, Risley noted the signs on the garbage cans are holding up well. Anderson noted the signs were supposed to be the same, adding if they are ugly or falling apart they should be replaced, a discussion ensued. Siebert Wahrmond added the content is all different as well. Anderson replied the artist is who told them what to put on the plaques for the art projects. Risley said she'd take pictures and present to the committee next month. Anderson suggested asking the artist what he wants. Siebert Wahrmond to ask artist what the sign should say, and committee members to take a look at the existing art plaques around town and see what they think.

Knop reported there will be a Tree City USA celebration when the sign goes up on the north entrance to Cannon Beach on September 19 at 3:30 pm.

## ADJOURNMENT

Chair Knop adjourned the meeting at 9:58 AM

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Jennifer Barrett, Administrative Assistant

Minutes of the  
PARKS AND COMMUNITY SERVICES COMMITTEE  
Thursday, September 15, 2016  
Council Chambers

Members: Jean Williams, Robin Risley, Jillayne Sorenson and Todd Rowley

Excused:

Staff: Parks Department Joanne Olson, Roads Specialist Tracy Sund and Administrative Assistant Jennifer Barrett

CALL TO ORDER

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

APPROVAL OF MINUTES OF AUGUST 18, 2016

Motion: Rowley moved to approve the minutes of August 18, 2016 as amended; Williams seconded the motion.

Vote: Risley, Sorenson, Williams & Rowley voted AYE. The vote was 4/0 in favor and passed.

Risley asked for nominations for Chair.

Williams nominated Risley for Chair; Sorenson seconded the nomination.

Vote: Risley, Sorenson, Williams & Rowley voted AYE. The vote was 4/0 in favor and passed.

As Risley was the Vice Chair, Risley asked for nominations for Vice Chair.

Motion: Rowley nominated Sorenson for Vice Chair; Williams seconded the nomination.

Vote: Risley, Sorenson, Williams & Rowley voted AYE. The vote was 4/0 in favor and passed.

MONTHLY STATE OF THE PARKS

Olson reported Anderson is on vacation, everything is caught up with parks however things are still growing. We are pruning, trimming hedging mowing, working on irrigation and a lot of new grass has been planted. Risley noted Les Shirley looks beautiful. Olson noted they've added new grass seed at Ecola Creek Park and Sunset stairs has sod which is doing good. Trees have been lost in the past so they are regularly watering. The soccer field has a few more games then will be done for the season. A discussion ensued regarding smoking in parks and the cigarette butts being left on the ground. The flower baskets were taken down after Labor Day and bulbs that will be planted throughout town should be received in the next few weeks. The windscreens at the tennis courts are down, and there was a successful concert in the park through Tolovana Arts Colony. In response to Risley's question how many people attended the concert, Williams replied approximately 75. A discussion ensued regarding the elk in town.

## ECOLA RESERVE MANAGEMENT PLAN

Scott Rekate, Vice President of Ecola Creed Forest Reserve Water Shed Council went up to see the cedar trees from the planting that was done in 2003 or 2006 back off of the north fork. Rekate noted the fencing around it is starting to impede the cedars. Rekate added Doug Ray said to leave the fence, however approximately 60-70 pounds of fencing was removed. The city picked it up and will restore for reuse. Risley requested Mark Barnes attend the next meeting and give an update on the ECFR.

## ECOLA CREEK WATERSHED COUNCIL

The next meeting is Monday at Tolovana Hall at 4:30 pm.

## MARINE DEBRIS UPDATE

Sund reported there has been little to no debris offshore and tourist debris was normal or slightly less than last year. Sund noted there has been a quite a bit of camping on the beach, a discussion ensued regarding the enforcement of the no camping policy. Rekate asked if the lifeguards have the authority to ask people to leave if they are camping, Sund noted the timing of the lifeguards versus when people seem to come onto the beach to camp, adding a lifeguard's function is to scan the beach and keep people safe, not clean up the beach. Sund noted the lack of enforcement over time has created more people doing it. A discussion ensued regarding how enforcement happened in the past with regards to beach. Risley will talk to the Chief regarding the issue.

## TOLOVANA WAYSIDE REPORT

Williams reported it's been very busy, they are going through lots of dog bags and someone put their waste in the dog bag box instead of the garbage can. People have been good about picking up their garbage, the foot washing station isn't working so people are likely using the restrooms to wash. Bob Lundy noted at the most recent Watershed Council said there has been high enterococcus readings at Chisana Creek and someone mentioned there is a camera on the Tolovana Inn roof. Lundy looked into if we can see if they have archive shots and found out they don't archive, but they have an hourly screen grab for the 24 hours. They can see how many kids are playing in the outfall. Williams said the sign is missing there as well, Sund will locate the sign. Williams added the handicap ramp is clear.

## ENTERTAINMENT IN THE PARK

no report

## GENA COMMITTEE REPORT

Jan Siebert Wahrmond reported they will be meeting Tuesday, they will be focusing on the estuary and NeCus' area including the grade school.

## PARKS & TRAIL MASTER PLAN

Barrett reported the consultant will be meeting with the public works staff and the Citizens Advisory Group on October 13th. The Community input open house will be November 10th. The consultants noted they had good feedback from attending the American Legion burger night, farmers market and the 2nd street plaza.

## BEACH DEBRIS CONTROL

Item was covered in Marine Debris Update.

### COMMEMORATIVE GIFT POLICY REVISION

The revision will be on the October 4th council meeting agenda. Williams received a quote from the Trophy Case and it will be less expensive than doing it in Portland, adding the Trophy Case will also drill the holes as well. A discussion ensued regarding moneys donated in the past to the City and how it's tracked.

### COMMUNITY GRANT POTLUCK RECAP

Risley reported it was a wonderful event and thanked everyone who worked to put it together. Williams added it was very enlightening. Risley was hoping in the next potluck that we won't have a conflict with the dates as ECAP's annual meeting is the second Thursday of September. A discussion ensued regarding if the Chamber is large enough to house the function as it seems to grow.

### TREE CITY USA

Siebert Wahrmond reported everyone invited Monday the 19th at 3:30 starting at the 5th Street Ecola pump station parking lot for the sign ceremony. The signs should be here tomorrow, and they will walk up and look at the sign at the north entrance. There are two signs one at the north entrance and one coming into town on the south. The Mayor, City Manager and Barn Knop will talk. Sund suggested a pedestrian route to keep people off of the main road to get to the sign as well as a route for people with mobility issues, a discussion ensued.

### WELCOME POLE SIGN

Siebert Wahrmond asked the Committee how they would like to move forward. Sund noted he and Paul did the sculpture signs, Siebert Wahrmond will get wording from the artist for the NeCus sign and coordinate with Sund.

### GOOD OF THE ORDER

Risley reported that Barb Knop wanted her to remind people that there will be a trail cleaning this Saturday from 9-11. They will meet at the trial kiosk at the lagoons.

Risley would like the 12 Days of Earth Day committee to stay a little late after the meeting today.

### ADJOURNMENT

Chair Risley adjourned the meeting at 9:48 AM

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Jennifer Barrett, Administrative Assistant