

**City of Milwaukie**  
**Milwaukie Park and Recreation Board (PARB)**  
**MEETING MINUTES**  
**City Hall Conference Room**  
**June 28, 2016**

**Members Present:** Chair Lisa Gunion-Rinker, Vice Chair Lisa Lashbrook (arrived at 8:15am), Treasure Lynn Sharp (via Skype), Secretary Erin Willett Holcomb, Linda Blue, Ben Johnson, and Andrew Craig

**Members Absent** N/A

**Staff/Visitors:** Clare Fuchs (City Staff Liaison), Tonia Burns (NCPRD Natural Resource Coordinator), Bruce Palone (artist), and Amy Aschenbrenner (City staff).

1) Welcome and Introductions

**Chair Gunion-Rinker** called the meeting to order and began introductions. **Mr. Palone** introduced himself and described his work on the City's sidewalk medallions.

**Secretary Willett Holcomb** noted she was planning to step down from PARB due to family priorities, and this would be her last meeting. She would still be available to provide input on the formation of the Parks Foundation if needed.

2) Review & Approve May 2016 Minutes

**Treasurer Sharp** moved to approve the May minutes, **Member Blue** seconded, and motion passed unanimously.

3) Seed Bombs

**Chair Gunion-Rinker** and **Ms. Fuchs** provided background on the situation. **Chair Gunion-Rinker** asked PARB which types of wildflowers it wanted in the mix and what locations would be appropriate. **Ms. Burns** explained the logistics difficulties. **Member Blue** noted the option of volunteers throwing seed bombs in a designated area. The group discussed other options for the volunteers to participate. **Ms. Burns** would talk with them and provide a seed list. **Treasurer Sharp** noted she would like to collect native seeds and **Ms. Burns** said would work with her. The group discussed wildflower options.

4) City Liaison Update

a. Cast Iron Medallions for Milwaukie Parks

**Mr. Palone** described his work painting cast iron manhole cover medallions. He had recently installed a medallion at a City pump station after Public Works Director Gary Parkin had approached him. He showed photos of the medallion and noted he was available to install more if there were areas that could use something similar. He talked about the fish design on manholes around the City and how it could be painted and be used for educational purposes. He discussed pricing and would be happy to send proposals. He suggested a dogwood design

mounted at Dogwood Park and a fish design for Riverfront Park. **Secretary Willett Holcomb** asked if artMOB needed to provide input. **Ms. Fuchs** would connect Mr. Palone with artMOB. The group thanked him for his works and ideas.

b. Milwaukie Riverfront Park Planting Update

**Ms. Fuchs** provided an update on the Riverfront Task Force (RTF). The group discussed inviting RTF to PARB meetings on a regular basis.

**Ms. Burns** discussed the involvement of North Clackamas Parks and Recreation (NCPRD) in land use applications. She also discussed NCPRD's communications with the City on current projects.

**Secretary Willett Holcomb** proposed having a standing item on the PARB agenda for RTF.

c. August 23<sup>rd</sup> PARB Meeting – Change Date or Venue

**Ms. Fuchs** reported PARB's joint meeting with City Council was moved to September 6<sup>th</sup>. In addition, due to scheduling conflicts, PARB's August meeting on the 23<sup>rd</sup> would be held at the break room at the City's Johnson Creek Building.

5) Tree Preservation Conference

**Treasurer Sharp** reported on the conference and summarized key presentations. She discussed how to apply different concepts to the City, including Geographic Information Systems (GIS) mapping features. **Ms. Fuchs** said she would connect with the City's GIS Department to discuss options.

**Ms. Burns** discussed options for a tree canopy percent cover for the park sites.

**Treasurer Sharp** discussed the heritage tree program.

6) 501(c) 3 Update – Bylaw Review & Discussion

**Chair Gunion-Rinker** said the subcommittee met and had questions about the terms for a Parks Foundation board/committee so that not everyone rotated out at the same time.

**Secretary Willett Holcomb** suggested lowering the amount of board members from 7 down to 5. She also suggested and described a charter term with different term limits to start. She noted the different limits could be made as a resolution at the first meeting, and did not need to be written in the bylaws because it would only occur once.

**Secretary Willett Holcomb** did not think the 2 week notice for special meetings was required and suggested shortening it. She also discussed the requirement to remove the board members with two-thirds vote vs a majority, and noted the conflict with other statements in the bylaws. She had sent these edits to Chair Gunion-Rinker who would make the changes.

**Chair Gunion-Rinker** talked about **Vice Chair Lisa Lashbrook's** information from the Tualatin Hills Parks Foundation and described their history and function.

**Chair Gunion-Rinker** said the next steps would be to submit the bylaws to the City for legal review and then send it to City Council for approval.

7) Milwaukie Park Safety Site Visits Update Continued

**Member Craig** reported Scott Park looked fine and was being used frequently.

**Secretary Willett Holcomb** reported Furnberg Park looked okay, but reiterated the concerns about the sharp surfaces on the play structures that were also present a few weeks ago.

**Member Johnson** reported the split rail fence on the south end of Water Tower Park was rotting off. He also noted dead branches in the big tree over the basketball courts that might fall. The play structure was looking really old, and he described the bark chip level and the slopes of the Americans with Disabilities Act (ADA) compliant ramps. The benches between the playgrounds had chipping paint.

**Treasurer Sharp** reported Spring Park and Wichita Park looked good. She announced the Linwood Neighborhood District Association (NDA) was having a clean-up party in Wichita Park on August 13<sup>th</sup> and all were welcome.

**Chair Gunion-Rinker** commented that Spring Park looked really great.

8) NCPRD Liaison Update

**Ms. Burns** discussed the recently installed skateboard stops at Riverfront Park. NCPRD was currently trying to replace the stolen interpretive signs at Klein Point. She reported the geese Flight Control product would be added in the coming week. Finally, she noted the Riverfront Park contractors were done and NCPRD was figuring out jurisdictions of the Park moving forward.

**Ms. Burns, Treasurer Sharp, and Member Blue** discussed Linwood NDA's August event at Wichita Park. **Ms. Burns** noted NCPRD would produce a sign with the park plan for the event.

**Ms. Burns** discussed the meeting with the various parties involved with Kronberg Park. **Ms. Fuchs** noted City Council was taking about Kronberg during the July 5<sup>th</sup> meeting.

9) NCPRD Board Meeting Update

**Treasurer Sharp** reported not much had happened at the meeting; City Councilor Wilda Parks said only 5 District Advisory Board (DAB) members attended and new NCPRD Director Scott Archer was there. She reported people were upset about not knowing about the Spring Park opening. There were ongoing discussions about the Kronberg Park pathway. **Ms. Burns** discussed the importance of effective communication between parties, especially given the new people in the different organizations.

**Ms. Fuchs** suggested PARB send letters to the Oregon Transportation Commission (OTC) in support of the grant for Kronberg Park. She would send out an email with the details and said she and Mr. Nieman would deliver the letters.

**Vice Chair Lisa Lashbrook** discussed the porta potties at Ball Michelle Park for the summer concerts.

10) Adjournment – A motion to adjourn was made by **Secretary Willett Holcomb**, with a second by **Vice Chair Lisa Lashbrook**. Motion passed unanimously, meeting adjourned 9:07 am.