

COLUMBIA COUNTY PARKS ADVISORY COMMISSION

Road/Parks Office
Healy Hall
St Helens, OR 97051
February 8 10, 2018
4:00 pm

AGENDA

INTRODUCTION OF GUESTS

TOPICS FROM THE FLOOR

MINUTES Review and approval of January meeting minutes

FINANCIAL REPORT

1. Budget Status Reports Attached
 - a. Parks Fund
 - b. Parks SDC's

GRANTS

Local Government Grant LG17-017

Crown Zellerbach Trail Improvements

Maximum Reimbursements	\$74,400
<u>Grantee Match Participation</u>	<u>\$77,636</u>
Total Project Cost	\$152,036

Notice to Proceed received from State on December 7th, 2017

Next Steps:

- Lori will soon begin site prep work for information kiosk locations
- Follow up with Tristan on schedule and plan for pedestrian crossing work
- Develop permit plans set for Chapman parking area

Title III Grant

Received approval to purchase equipment with Title III Grant Funds

\$93,000 available to purchase Excavator, Flail Mower and Trailer

- Excavator purchased and in-use
- Flail Mower is ready to pick up at Sunset Equipment
- PO submitted for Trailer – expecting to receive within the next month

MAP funds from OSMB \$15,380

Need to finalize Reimbursement Paperwork for FY17 – in progress

OLD BUSINESS/PROJECTS

Project Status:

- CW restroom
 - Need to overlay new shower floor slope for drainage to work correctly
 - Complete – Service Project
 - Need to install door closures and finish trim around mirrors
 - In progress

- Camp Wilkerson Host site
 - Relocated pressure tank and disconnected sewer/water connections from mobile home.
 - Lori working on advertisement to seeking interest for someone to move off property.
 - Demo at some point in the future is the other option for removal

- Online reservation integration with Reserve America
 - Kick off meeting with implementation team was January 17, 2018
 - Financial Q&A with Reserve America, Teresa, Holly, Jennifer, and Shelley – February 1, 2018
 - In house financial Q&A - February 8, 2018
 - Teresa currently working on data collection forms for all four parks. (Due February 9, 2018.)
 - Project Planning webinar scheduled February 13, 2018
 - All users required to take 8 hr class between February 13, 2018 and March 12, 2018.
 - March 5, 2018 - scheduled go live readiness webinar
 - March 12, 2018 – Go live meeting
 - April 2, 2018 - system optimization

- CZ Trail
 - Trail head improvements beginning soon
 - Information kiosks are first priority

- Dibblee Beach
 - Carport is installed!
 - Lori is working on water and septic holding tank installations
 - Craig Smith there this week adjusting container location, widening driveway approach to make room for water & septic tanks service access, and bringing in more material for the Horse turn-around/parking area.

- Facilities scheduling time to install 36" steel door in container, pad lock guard/cover box on double doors
- Need to install several signs throughout park
 - Boat Parking
 - Horse Trails/Parking, BCX operations, Yield signage
 - Welcome to Dibblee wood sign(s)
- Moving pay Kiosk and adding one for Pebble Beach access

- Scappoose RV
 - Concrete runners from mobile home have been removed
 - Site clean-up complete
 - New 20x50' gravel area for parking adjacent to restrooms complete
 - Facilities Staff/Easter Seals maintenance support

- Prescott Beach
 - Carr Slough Restoration, Grant Process
 - Dry RV and Tent Site additions
 - need to schedule additional land clearing and start mapping out RV and Tent site locations.
 - Need to follow up with Counsel on PGE lease agreement

- Gilbert River
 - Structured Concepts (contractor) to stabilize transient dock
 - No progress
 - Debris boom damage needs to be evaluated further and determine fix
 - Changed garbage service to weekly pick up

- JJ Collins
 - Still need to remove last of debris from end of dock and install permanent handrail on new restroom stairs.
 - Facilities staff support twice/month service
 - Removed garbage cans for the winter – will monitor and put up signage

- Beaver Boat Ramp
 - Monday Facilities staff routine
 - Miscellaneous repairs needed after OSMB site inspection

- Scaponia
 - Working on replacement bridge design with Pacific Stainless Products
 - No progress, other than sticker shock on materials/fab costs

- Considering buying a job site welder and fabricate ourselves
- BLM has requested an updated maintenance and master plan for the park
 - No progress, but need to follow up on this soon
- Space is ready for new storage container
- This off-season Lori will be working on replacing the Scaponia Park sign that was cut down last year.
 - In progress

- Hudson Park
 - Baseball grand stand repairs
 - Insurance question for crane donation
 - Need to follow up with Troop leader to check project status

NEW BUSINESS

- Welcome Jeromy South (Cardinal Temporary Employee)
- New truck and quad?

HANDOUTS

- Budget Status Reports

ADJOURN

NEXT MEETING: March 1, 2018 @ 4:00 (Master Plan) Road/Parks Office – Healy Hall
March 8, 2018 @ 4:00 Road/Parks Office – Healy Hall

Updated 10/10/17